

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

In terms of Clause 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 {SEBI (LODR) Regulations, 2015}, the Company shall familiarize the Independent Directors by explaining their roles, rights, responsibilities in the company, nature of the industry in which the company operates, business model of the company, etc., through various programmes

Such programmes /presentations provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company's strategy, business model, operations, service, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time

The present Independent Directors of the Company have been on the Board of the Company for a considerable period of time and hence are familiar with the industry and also with the nature and operations of the Company. Some of the Independent Directors have also been on the Boards of other companies as Independent Directors and accordingly have exposure also to their roles, rights and responsibilities as Independent Directors

At various Board meetings during the year, presentations were made to the Board on safety, health, environment and sustainability issue, risk management, company policies, changes in the regulatory environment applicable to the corporate sector and to the industry in which it operates

Familiarisation is an ongoing process and the existing Independent Directors are briefed on the developments in Industry and the Company in detail at all Board Meetings. The Independent Directors are also briefed on the regulatory and legal developments impacting the Company and also their role as Independent Directors as and when the need arises

In the event of an induction of an Independent Director on the Board of Directors in future, the Managing Director of the Company will brief the new director on the industry, the operations, organisation structure, business model of the company and also about his role, rights and responsibilities as an Independent Director as per the requirement of applicable provisions of Companies Act, 2013 and Securities Exchange Board of India (Listing Obligation and Disclosure Requirement), Regulations, 2015, however for present Independent Directors their role, rights and responsibilities have already been explained to them at the time of their appointment

Details of attendance of Independent Directors in Familiarization Sessions are as follows:

Sr. No.	Names of Independent Directors	No. of Sessions attended	No. of hours spent in the Sessions attended (Hours: Minutes)
		FY 2017-18	FY 2017-18
1	Mr. Deepak Dasgupta	5	45:00
2	Mr. R. C. Sinha	5	45:00
3	Mr. H. P. Jamdar	4	33:00
4	Mr. Neeru Singh	4	33:00