

## **Familiarization Programmes for Independent Directors**

### **Introduction:**

The Company organizes various programmes to familiarize the Independent Directors of the Company with the nature of industry in which the Company operates, its business model, the roles, responsibilities of the Independent Directors and other business related information.

### **Familiarization Process:**

1. The Company through its Whole-time Director/Senior Management Personnel conducts programmes/ presentations periodically to familiarize the Independent Directors with the strategy, business and operations of the Company. Such programmes provide an opportunity to the Independent Directors to interact with the senior leadership team of the team.
2. The programmes also include familiarization on statutory compliances as a Board Member including their roles, rights and responsibilities.
3. At the Board Meetings the Independent Directors are apprised of risk management process and its outcome, Company policies, changes in regulatory environment as applicable to the Company and Industry, quarterly presentations on operations made to the Board includes information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management changes, major litigation, compliances, subsidiary information, etc.
4. The Company also circulates news and articles related to the industry from time to time and specific regulatory updates.

Details of attendance of Independent Directors in familiarization programmes:

Year of the programme	Ms. Anusha Mehta	Mr. N. M. Borah	Mr. Brij Mohan Bansal	Mr. Anil Kumar Jha	
<b>2022-23</b>	27 <sup>th</sup> May, 2022	27 <sup>th</sup> May, 2022	27 <sup>th</sup> May, 2022	<b>Appointed w.e.f. 14<sup>th</sup> May, 2024</b>	
	10 <sup>th</sup> August, 2022	10 <sup>th</sup> August, 2022	10 <sup>th</sup> August, 2022		
	30 <sup>th</sup> September, 2022	30 <sup>th</sup> September, 2022	30 <sup>th</sup> September, 2022		
	8 <sup>th</sup> November, 2022	8 <sup>th</sup> November, 2022	8 <sup>th</sup> November, 2022		
	Leave of Absence	8 <sup>th</sup> February, 2022	8 <sup>th</sup> February, 2022		
<b>2023-24</b>	24 <sup>th</sup> May, 2023	24 <sup>th</sup> May, 2023	24 <sup>th</sup> May, 2023	<b>Appointed w.e.f. 14<sup>th</sup> May, 2024</b>	
	30 <sup>th</sup> June, 2023	30 <sup>th</sup> June, 2023	30 <sup>th</sup> June, 2023		
	7 <sup>th</sup> August, 2023	7 <sup>th</sup> August, 2023	7 <sup>th</sup> August, 2023		
	6 <sup>th</sup> November, 2023	6 <sup>th</sup> November, 2023	Absent		
	29 <sup>th</sup> January, 2024	29 <sup>th</sup> January, 2024	29 <sup>th</sup> January, 2024		
	9 <sup>th</sup> March, 2024	9 <sup>th</sup> March, 2024	9 <sup>th</sup> March, 2024		
<b>2024-25</b>	03 <sup>rd</sup> May, 2024	03 <sup>rd</sup> May, 2024	03 <sup>rd</sup> May, 2024	<b>Appointed w.e.f. 14<sup>th</sup> May, 2024</b>	
	12 <sup>th</sup> August, 2024	12 <sup>th</sup> August, 2024	12 <sup>th</sup> August, 2024		12 <sup>th</sup> August, 2024
	Absent	27 <sup>th</sup> August, 2024	27 <sup>th</sup> August, 2024		Absent
	12 <sup>th</sup> November, 2024	12 <sup>th</sup> November, 2024	12 <sup>th</sup> November, 2024		12 <sup>th</sup> November, 2024
	12 <sup>th</sup> February, 2025	12 <sup>th</sup> February, 2025	12 <sup>th</sup> February, 2025		12 <sup>th</sup> February, 2025

<b>Total no. of Programmes attended:</b>				
<b>Year of the programme</b>	<b>Ms. Anusha Mehta</b>	<b>Mr. N. M. Borah</b>	<b>Mr. Brij Mohan Bansal</b>	<b>Mr. Anil Kumar Jha</b>
FY 2022-23	4	5	5	-
FY 2023-24	6	6	5	-
FY 2024-25	4	5	5	3
<b>Cumulative basis</b>	<b>14</b>	<b>16</b>	<b>15</b>	<b>3</b>
<b>Total no. of hours attended:</b>				
FY 2022-23	4 hours	5 hours	5 hours	-
FY 2023-24	6 hours	6 hours	5 hours	-
FY 2024-25	4 hours	5 hours	5 hours	3 hours
<b>Cumulative basis</b>	<b>14 hours</b>	<b>16 hours</b>	<b>15 hours</b>	<b>3 hours</b>