

FAMILIARISATION PROGRAMME FOR DIRECTORS

Objective	The Company follows a structured orientation and training programme for the Independent Directors to understand and get updated on the business and operations of the Company on a continuous basis.		
Orientation module for new directors upon induction	Business overview and an outline of Corporate Plan and Annual targets	½ day	Managing Director and Company Secretary
	Introduction to manufacturing process during visit to Plants	1 day	
	Financial Performance and budgeting control	½ day	
	Orientation on Statutory compliances as a Board Member	½ day	

In addition to above, which will be administered upon induction of independent directors, following will be covered during quarterly board meets:

- Annual Budget Review and Quarterly Review with Actuals
- CAPEX/Project Review
- Operational Performance
- Survey on Board Effectiveness on Annual basis
- New Product Launches
- Industry Review
- Technology Upgradation
- Statutory Compliance & Updates on quarterly basis

FAMILIARISATION PROGRAMME FOR THE DIRECTORS DURING THE FINANCIAL YEAR 2021-22

Induction programme covering various topics including overview of the Company, *Planning*, Finance, Quality and Human Resources were presented to all Independent Directors. The Independent Directors of the Company were apprised on the Company's operations, nature of the industry in which the Company operates, business model, market share, governance, internal control processes and other relevant matters at the Board meetings held during the year. They were also updated on important changes in the regulatory framework and business environment having an impact on the Company.

In addition to the above, the Directors were familiarised with the business of the Company through a detailed presentation and queries were responded to the complete satisfaction of the Directors. The Directors regularly interacted with the Senior Management personnel on various business issues, which helps the Directors to keep themselves updated on the Company and its initiatives.

Number of hours spent by the Independent Directors in various programmes during the financial year ended 31st March 2022 is 12 man hours each.