

**Familiarisation Programme for Independent Directors**

The Company has been familiarizing the Independent Directors through various programmes:-

**(I) Details of Familiarisation Programme:**

(1) Formal letters of appointment have been issued to the Independent Directors which, inter alia, incorporates their roles, duties and responsibilities. In addition, the Company has provided - copies of Code of Conduct for Members of the Board of Directors and Sr. Executives, Whistle Blower Policy, Terms of Reference of the respective Committees of the Board and also other regulatory updates/policy framework from time to time.

(2) Presentations are also made to all the Directors in order to familiarize them with the nature of industry, achievements/awards & recognition/accolades, new products, expansion, technology, strategy/budgets, industry, marketing, cost conservation, sustainability, water and energy conservation, corporate social responsibility, variance analysis, identification and mitigation of various risks, etc.

(3) From time to time, visit of all the directors is organized to various manufacturing plants of the Company/Subsidiary. This provides them an opportunity to have better understanding of manufacturing facilities, systems, processes, human resource and facilities for workers, etc.

**(II) Details of attendance of Independent Directors in Familiarization Programmes are as follows:**

S. no	Name of the Independent Director	No. of programmes attended		No. of hours spent in the programmes attended	
		FY 2022-23	Cumulative till date	FY 2022-23	Cumulative till date
1.	Shri Arvind Singh Mewar <sup>@</sup>	-	35	-	17.00
2.	Shri Bakul Jain	5	43	3.83	20.50
3.	Shri Shreekant Somany*	5	30	3.83	12.92
4.	Smt. Meera Shankar <sup>#</sup>	5	13	3.83	6.75
5.	Shri Vimal Bhandari	4	45	2.33	21.08
6.	Shri Kalpataru Tripathy	5	48	3.83	24.50
7.	Dr. Wolfgang Holzbach	3	37	0.83	15.67
8.	Shri Subhrakant Panda <sup>◇</sup>	-	-	-	-

<sup>@</sup> Ceased to be a Director w.e.f. 25<sup>th</sup> September 2022.

\* Appointed with effect from 16<sup>th</sup> March 2016.

<sup>#</sup> Appointed with effect from 30<sup>th</sup> January 2020.

<sup>◇</sup> Appointed with effect from 2<sup>nd</sup> November 2022.

