

Details of Familiarization Programmes imparted to Independent Directors:

In terms of Regulation 25(7) and 46(2)(i) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company shall familiarize the independent directors with the Company, 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 and the same shall be disclosed in the Company's website.

Purpose

The Company follows the process of familiarizing the Independent Directors about the nature of industry and business model in which the Company operates, their roles, rights and responsibilities in the Company through regular discussions in business sessions. This enables them to take an informed decision and discharge their duties and responsibilities in an efficient manner.

Overview of Familiarization Process

Upon appointment of an Independent Director, an appointment letter incorporating the roles, duties and responsibilities are issued to the Directors along with copies of Code of Conduct for Directors and Senior Management Personnel, Code of Conduct for Prohibition of Insider Trading. Further the Terms of Reference of various committees are also provided on his/her appointment as member of such committees.

The Company imparts various familiarization programs for its Directors which includes review of industry outlook and regulatory updates, company discussions at meetings of committee as well as board covering subjects like regulatory changes, business strategy and industry scenarios at Board, Audit Committee and Risk Committee Meetings, presentations on internal controls over financial reporting, prevention of insider trading regulations, framework for related party transactions, meeting and interactions with senior company officials to review and discuss the financial and operational performance of the company. External advisors are also onboarded to discuss subjects like sustainability and evolving regulatory framework at these meetings.

Such programs provide an opportunity to the Directors to interact with the senior management team of the Company and help them to understand the business and strategy of the Company in detail.

The Directors are informed of the important developments of the Company and Industry through emails, telephonic calls and video conferences, and at times plant visits are also organized as per requirements.

Details of attendance of Independent Directors in familiarization sessions are as follows:

Sl. No.	Name of Independent Director	No. Of sessions organized during the FY 2023-24	No. of Sessions attended during FY 2023-24	Cumulative till date (attended)	Duration of sessions organized during FY 2023-24	No. of hours spent in sessions during FY 2023-24	Cumulative till date (attended)
1.	Mr. Vijay Singh Bapna*	4	8	19	4	8	19
2	Mrs. Ramni Nirula	4	6	17	4	6	17
3	Mr. Venkatachalam Ramakrishna Iyer	4	8	10	4	8	10
4	Mr. Sethurathnam Ravi	4	8	10	4	8	10

**The Board of Directors at its meeting held on 27th April 2023 re-appointed Mr. Vijay Singh Bapna [DIN:02599024] as Non-Executive, Independent Director of the Company for a second term of five consecutive years. The Shareholders of the Company approved the said appointment through Postal Ballot on 20th June 2023.*