FAMILIARISATION PROGRAMME

In accordance with Regulation 25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company shall familiarize the Independent Directors about the Company, their roles, rights, responsibilities in the Company, nature of industry in which the Company operates, business model of the Company and any other relevance information.

The Memorandum and Articles of Association, Annual Reports for previous 3 years, Investor Presentations are also handed over to the new director. Independent Directors are provided with necessary documents, reports and internal policies to enable them to familiarize with the Company. Periodic Presentations are at the Board Meeting(s) and Committee Meeting(s), on business and performance updates of the Company, global business environment, business strategy, identification and management of risks. In accordance with SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company generally follows the following familiarisation programme for Independent Directors:

Introduction Program	• Nature of industry in which the Company operates • Business model of the Company • General overview of the Company's business financials
	• Roles, rights, responsibilities of Independent Directors • Company's Board meeting/ related processes
	• Introduction to other members of Board, senior management, KMPs, Committees of the Board and its terms of reference.
Annually	• Review of Business Plan of the Company • Review of Company's Strategy and budgets • Review of Process/system improvements
Quarterly	• Overview of financial performance • Overview of the businesses of the Company/ and its Subsidiaries • Salient developments/ initiatives taken by the Company • Disclosures relevant to Corporate Governance • Relevant Statutory Changes

The Independent Directors are made aware of their roles, functions, duties and responsibilities at the time of their appointment through formal letter of appointment. Directors are made aware of the various policies of the Company at the time of their appointment. Detailed presentations on the duties and responsibilities of Independent Directors and the Company's business segments shall be made at the separate meetings of the Independent Directors held during the year without the presence of the Non-independent Directors and members of the Management to discuss the matters pertaining to performance evaluation of non-independent directors and the Board as a whole and Chairman of the Company, taking into account the views of executive directors and non-executive directors and assess the quality, quantity and timeliness of flow of information between the company management and the Board that is necessary for the Board to effectively and reasonably perform their duties.