



## **DETAILS OF FAMILIARISATION PROGRAMME(S) IMPARTED TO INDEPENDENT DIRECTORS FOR THE FINANCIAL YEAR 2020-2021:**

*(In terms of Regulation 25(7) & 46(2)(i) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015*

1. Familiarization Programme for Independent Directors in the Financial Year (F.Y.) 2020-2021 formed part of the Board process. In 4 out of 5 Board Meetings, held in the F.Y. 2020-2021, the Independent Directors along with the rest of the Directors, were presented an overview of the Company operations and workings, such as:
  - i. Division wise Business position as of each Quarter;
  - ii. Division wise Manufacturing Position as of each Quarter;
  - iii. Division wise Employment Position etc.
2. All Independent Directors of the Company have complete access to any information relating to the Company. They have the freedom to interact with the Company's management. They are given all the documents sought by them for enabling a good understanding of the Company, its various operations and the industry segments of which it is a part. Further, they meet without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman and Managing Director;
3. At every Quarterly Board Meeting held during the F.Y., Board including Independent Directors, was given a detailed Finance Presentation covering Sales, Production, Profit etc., by the Chief Financial Officer;
4. Directors were updated on major developments in legal & regulatory areas, like Companies Act, Listing Regulations, and various Tax and financial reporting changes, encompassing important laws were also circulated to the Independent Directors;

5. During the F.Y., Board Members including the Independent Directors were apprised on the relaxation(s) / relief(s) granted by the Ministry of Corporate Affairs ('MCA') and Securities and Exchange Board of India ('SEBI') pertaining to holding Board / Committee Meetings as well as Annual General Meeting for the F.Y. 2019-2020, to be held through Video Conferencing ('VC') / Other Audio Visual Means ('OAVM'), so as to ease the compliance burden on listed companies, to enable them to cope with the CoVID-19 Pandemic and the unprecedented lockdown followed by it.

**DETAILS OF ATTENDANCE OF INDEPENDENT DIRECTORS IN FAMILIARISATION SESSIONS FOR THE FY 2020-2021, ARE AS FOLLOWS:**

Sr. No.	Name of Independent Director	No. of Sessions attended		No. of hours spent in the Sessions attended	
		during the year FY 2020-2021	Cumulative till date	during the year FY 2020-2021	Cumulative till date
1.	Mr. Rajeshwar D. Bajaj	5	23	1.55	17.55
2.	Mr. Prakash V. Mehta	5	26	1.55	18.70
3.	Mr. Sanjiv N. Shah	5	19	1.55	16.55
4.	Mr. Jairaj C. Thacker	4	22	1.40	17.90
5.	Mrs. Mahnaz A. Curmally	5	7	1.55	1.95

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