



DETAILS OF FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS

1. When a new independent director is appointed, the Independent Director is briefed on the following:
 - a. Roles, responsibilities, duties and obligations under the Companies Act,2013 and the Listing Agreement.
 - b. Nature of business, business model of the Company and company's operating Plans.
2. A business presentation is made by the Managing Director/Chief Financial officer of the Company at every Audit Committee/Board Meeting providing an update on overall business scenario, business performance, financial parameters, working capital management, major litigation, risk management etc.
3. A Legal Compliance report on a quarterly basis prepared by different department is placed before the Board informing the Board members of the various Compliance Requirements and the Compliance Status.
4. The members of the Board are also briefed in the Board Meetings on the regulatory changes as and when it happens.
5. Details of Programmes organised for the Independent Directors during the financial year 2019-20 are given below:

S. No.	Date of Programme	Details of Programme	Number of Hours spent
1	May 25, 2019	Presentation by Deloitte team at the Board Meeting held on May 25, 2019 on Corporate Governance, Regulatory Landscape & Global Comparison, Directors-roles, responsibilities & liabilities, SEBI (Prohibition of Insider Trading) Regulations,2015 as amended and Summary of SEBI Corporate Governance Committee Report.	3 hours

Cumulative details of programmes attended by Independent Directors are as follows:

S. No.	Name	Number of Programme attended during the Year	Number of Programme attended (Cumulative)	Number of Hours spent during the Year	Number of Hours spent (Cumulative)
1	S. Devarajan	1	7	3	20
2	Ms.Revathy Ashok	1	7	3	20