

## Familiarisation Programme for Independent Director

In accordance with the Listing Agreement, the Company generally follows the following familiarization programme for Independent Directors:

Periodicity	Familiarisation Program / Coverage
Introduction Program (Within 3 months of joining the Board)	<ul> <li>Nature of industry in which Company operates;</li> <li>Business model of the Company;</li> <li>General overview of the Company's business financials;</li> </ul>
	Roles, rights, responsibilities of IDs;     Company's Board meeting/ related processes;
	<ul> <li>Introduction to KMPs;</li> <li>Introduction to other members of the Board of the Company;</li> <li>Introduction to key officials of the Company;</li> <li>Introduction to board committees &amp; terms of references.</li> <li>Plants / site visits.</li> </ul>
Annually (within 2 months of close of Financial Year)	Business Plan for each Business for next 2 years covering:     Key challenges / developments     Company's strategy/plans for the business/key functions     Financial targets     Organisation development plan     Process/system improvements.  Overall Company's plan & financials.
Quarterly at Board Meetings (within 45 days of close of Quarter)	<ul> <li>Overview of financial performance;</li> <li>Overview of the businesses of the Company/ and its Subsidiaries;</li> <li>Salient developments/ initiatives taken by the Company;</li> <li>On-going actions re: corporate governance.</li> <li>Changes in law/regulations/Accounting Practices.</li> </ul>
As needed by IDs	<ul> <li>Specific Developments/ initiatives;</li> <li>Plant/ Site visits;</li> <li>Any other areas so requested by IDs.</li> </ul>



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