

## **Familiarisation Programme**

The Listing Regulation requires listed companies to conduct familiarisation programme for the Independent Directors so as to familiarize them with the company, their roles, rights, responsibilities in the company, nature of the industry in which the company operates, functions of the company, etc.

The Company management organizes presentations to the Independent Directors to apprise them of key changes in regulations impacting the Company or the functioning, roles and responsibilities of the Board members. On promulgation of the Companies Act, 2013 and consequent changes to the SEBI regulations, such presentations and updates were provided to the members of the Board.

The details of familiarization programmes are as follows for the year 2018-19 (from April 1, 2018 till January 31, 2019): -

- number of programmes attended by independent directors (during the year and on a cumulative basis till date)
- number of hours spent by independent directors in such programmes (during the year and on cumulative basis till date).

<b>Date</b>	<b>Ashok Kumar</b>	<b>Henry D'Souza</b>	<b>Venkat Shastry</b>
May 24, 2018	30 minutes	30 minutes	NA
August 9, 2018	30 minutes	30 minutes	NA
November 15, 2018	NA	30 minutes	30 minutes
Monthly update* (10 minutes for every month)	50 minutes	70 minutes	20 minutes
<b>Total</b>	<b>110 minutes</b>	<b>160 minutes</b>	<b>50 minutes</b>

Company has been giving monthly update excluding month in which Audit/board meeting is held.