

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

Overview of Familiarization Programmes

- To facilitate independent directors in the performance of their duties and responsibilities, Directors are provided with a personal orientation regarding the Company's business and operations, governing documents, information on key personnel, and financial information are made available to them.
- Independent directors are also taken through detailed business strategy for various businesses during the independent directors meetings which are held at least once during the financial year.
- The Chairman of the Board depending on the business needs may also nominate independent directors for relevant external training programs.

The Independent Directors are made aware of their role and responsibilities and liabilities at the time of their appointment which also stipulates terms and conditions of their appointment.

Updates on relevant statutory and regulatory changes are circulated to the Directors.

Details of Familiarization sessions held during the Year 2017-18 pursuant to the Policy are as follows:

Date of Program	Area Covered
03.02.2018	Company Business operations, Administration & Production procedure

Details of attendance of Independent Directors in Familiarization Sessions are as follows:

S. No.	Name of Independent Director	No. of Sessions Attended		No. of hours spent in the Sessions Attended	
		FY 2017-18	Cumulative till date	FY 2017-18	Cumulative till date
1	Mr. Mehul Patel	1	2	6	12
2	Mr. R S Maker	0	1	0	6
3	Mr. Hemant Bhuta	1	2	6	12
4	Mrs. Smita Sanghavi	1	2	6	12