



Familiarization Programme for Independent Directors

1. Independent Directors are made aware of their roles, rights and responsibilities at the time of their appointment through a formal letter of appointment which also stipulates the various terms and conditions of their engagement;
2. At Board and Committee Meetings, the Executive Directors familiarise the Independent Directors with the strategy, operations, functions, policies and procedures of the Company and its subsidiaries;
3. Functional Heads make presentations at Board Meetings from time to time about the performance of strategic business units vis-à-vis the industry peers;
4. The Head of Finance makes presentations at Board and Committee Meetings analysing the financial performance of the Company including subsidiary companies;
5. The Head of Technical operations makes presentations at Board Meetings from time to time about Environment, Health and Safety measures taken at various manufacturing facilities of the Company;
6. The Head of Finance makes presentations at Board and Committee Meetings about the foreign exchange exposures and steps taken by the Management to limit the risks of adverse exchange rate movements;
7. Independent Directors are informed about risk assessment and minimization procedures;
8. Independent Directors regularly interact with the senior leadership team of the Company which helps them to understand the Company's organization structure, business model, products, technology, markets, human resources etc.;
9. Independent Directors are invited to Investor meets which provides them with an opportunity to interact with analysts, financial advisors and investors which helps them in getting familiarized with external customers; and
10. Independent Directors are circulated from time to time articles/write-up of the Company published in reputed business magazines.
