

Familiarization programs during the financial year 2024 – 25

The Independent Directors were given familiarization program in accordance with the policy framed and as per the SEBI Listing regulations.

- Presentations are made to the Directors at Board, Committee on the business strategies, management structure, HR policy, quarterly and annual results, budgets, review of Internal Audit, operations of subsidiaries etc.,
- Interactions happen during Board / Committee meetings.
- Quarterly updates on relevant statutory changes circulated to the Directors

The Independent Directors of the Audit Committee are attending the Board meeting of all the Subsidiary Companies, thereby they are familiarized with various aspects.

| <u>Sl.No</u> | Particulars of familiarization | No. of hours spent by each Independent Director | |
|---------------------|---|--|-----------------------------|
| | | FY 2024-25 | Cumulative till date |
| 1 | Briefing on their role, responsibilities, duties, and obligations as a member of the Board | 3 hours | 7 hours |
| 2 | Nature of the industry in which the Company operates | 3 hours | 8 hours |
| 3 | Nature of business and business model of the Company, Company's strategic and operating plans | 5 hours | 12 hours |
| 4 | Matters relating to corporate governance, code of business conduct, risk management, compliance programs, internal audit, etc. | 7 hours | 17 hours |
| 5 | Roles, rights, and responsibilities of the Independent Directors | 4 hours | 9 hours |
| 6 | Interaction with the Senior Management of the Company | 2 hours | 6 hours |
| 7 | Cognizance with the Company's strategy, business model, operations, service and product offerings | 3 hours | 9 hours |
| 8 | Update on markets, organization structure, finance | 6 hours | 13 hours |
| 9 | Apprised on human resources, technology, quality, facilities, risk management and such other areas as may arise from time to time | 4 hours | 9 hours |

Besides the above, the Independent Directors and the Board as a whole, are on a continual basis familiarized with the functioning of the overall performance and functioning of the Company, risk management process, human resource processes and people development initiatives, IT processes, sustainability and governance initiatives of the Company.

*Note: The information stated in the above table is from April 2024 to March 2025