

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

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INVESTOR RELATIONS

In terms of Regulation 25(7) of LODR the Company is required to familiarize its Independent Directors with various details relating to its business and operations.

This program aims to provide them insights into the Company to enable the Independent Directors to understand the Company's business and operations so that they are able to play a meaningful role in the overall governance processes of the Company.

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Familiarization And Continuing Education Process

- The Company shares business presentations periodically at Board meetings and Committee meetings wherein the Independent Directors are members to familiarize the Independent Directors with the Company's present structure, strategy, its operations across the globe and functions of the Company.
- Such presentations help them understand the Company's competitive landscape, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may be relevant for their familiarization from time to time.
- The Independent Directors are also made aware of their role, duties and responsibilities, etc.
- New Independent Directors are provided with a Director's kit containing information about the Company, latest Annual Report, Company's Code of Conduct, Code of conduct for Prevention of Insider Trading and Code for Independent Directors.

Other Initiatives to update the Directors on a Continuing Basis

- At various Board meetings during the year, presentations are made to the Board on safety, health and environment, risk management, company policies, changes in the regulatory environment applicable to the corporate sector and to the industry in which it operates.
- Quarterly presentations on operations made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management change, major litigation, compliances, subsidiary information, regulatory scenario etc.