

Details of Familiarization Programme

The details of the no. of programmes, no. of hours spent by the independent directors and other relevant details are as follows:-

The Company has arranged a technical session on 10th November, 2016 to familiarize the Independent Directors about their roles, responsibilities and duties and to familiarize them about the Board effectiveness.

Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date)	One programme on 10 th November, 2016
Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)	4 hours

Details of the programme

Chairman spoke about Company's Vision, Core Values, Corporate Governance Practices.

Mr. J P Singh, CEO, explained the Growth Strategies and Business Operations.

Mr.Arvind Agarwal, CFO explained the financial position and Control System.

Copies of following documents were available for discussion.

CODE OF FAIR PRACTICES & DISCLOSURE
CODE OF CONDUCT FOR DIRECTORS AND SENIOR MANAGERS
VIGIL MECHANISM POLICY
RISK MANAGEMENT POLICY
INSIDER TRADING CODE

The Directors sought clarifications on some points which were explained by the CFO.

Details of Familiarization Programme

The Company has arranged a technical session on 6th November, 2015 to familiarize the Independent Directors about their roles, responsibilities and duties and to also familiarize them about the Board effectiveness & related processes for Board Evaluation and there was an active discussion on SAST Disclosures, New Disclosure requirements under Companies Act 2013 etc.

The details of the no. of programmes, no. of hours spent by the independent directors and other relevant details are as follows:-

Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date)	One programme on 6th November,2015
Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)	4 hours