



Familiarization programme for Independent Directors

On their appointment, Independent Directors are provided with an orientation to familiarize them with the Company's operations and business activities. Interactions with the Business Heads and key executives are arranged to help them gain a comprehensive understanding of the Company's functioning. Detailed presentations on the operations and performance of each division are also conducted for the Directors. In addition, meetings with the Chairman and the Managing Director/Executive Directors are facilitated for the newly appointed Independent Director to further acquaint him/her with the Company, its businesses, and the group's practices and policies.

As part of the familiarization programme, a handbook is provided to all Directors, including Independent Directors, at the time of their appointment. The handbook offers an overview of the Directors' duties, responsibilities, and rights, as well as the appointment process, evaluation mechanisms, compensation structure, Board procedures, and stakeholders' expectations. It also provides the Directors with an understanding of the Group's practices and governance framework.

Details of the Familiarization programme imparted to Independent Directors for the financial year 2022-23:

S.NO	Details of the Program	Minimum Hours Spent during 2022-23	Attendance of Independent Directors
1.	<u>Regulatory Updates:</u> Updation on the Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, SEBI (Prohibition of Insider Trading) Regulations, 2015, SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, and other regulatory updates including Circulars/Notifications, FAQs, and Guidance Notes issued by MCA and SEBI.	4	1.Mr. K. N Narayanan 2.Gunti Sharadha
2.	<u>Business Updates:</u> Business updates covering industry and market developments, technology trends, competitive landscape, performance review, and future outlook.	6	1.Mr. K. N Narayanan 2.Gunti Sharadha
	TOTAL	10	



Details of the Familiarization programme imparted to Independent Directors for the financial year 2023-24:

S.NO	Details of the Program	Minimum Hours Spent during 2023-24	Attendance of Independent Directors
1.	<u>Regulatory Updates:</u> Updation on the Companies Act, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, SEBI (Prohibition of Insider Trading) Regulations, 2015, SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, and other regulatory updates including Circulars/Notifications, FAQs, and Guidance Notes issued by MCA and SEBI.	4	1.Mr. K. N Narayanan 2.R Swaminathan Iyer
2.	<u>Business Updates:</u> Business updates covering industry and market developments, technology trends, competitive landscape, performance review, and future outlook.	6	1.Mr. K. N Narayanan 2.R Swaminathan Iyer
TOTAL		10	

Details of the Familiarization programme imparted to Independent Directors for the financial year 2024-25:

S.NO	Details of the Program	Minimum Hours Spent during 2024-25	Attendance of Independent Directors
1.	<u>Regulatory Updates:</u> Updation on the Companies Act, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, SEBI (Prohibition of Insider Trading) Regulations, 2015, SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, and other regulatory updates including Circulars/Notifications, FAQs, and Guidance Notes issued by MCA and SEBI.	4	1.G Ramachandran 2.R Swaminathan Iyer
2.	<u>Business Updates:</u> Business updates covering industry and market developments, technology trends, competitive landscape, performance review, and future outlook.	6	1.G Ramachandran 2.R Swaminathan Iyer
TOTAL		10	