



**FAMILIARIZATION PROGRAMME FOR
INDEPENDENT DIRECTORS**



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Disclosure under Regulation 25 and 46 of SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015

Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 stipulates that every company shall familiarize the Independent Directors with the nature of industry in which the Company operates, business model of the Company, roles, rights, responsibilities in the Company, any other relevant information etc., through various programmes. Further, Regulation 46 and Schedule V of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 states that the details of such familiarization programmes shall be disclosed on the Company's website and a web link thereto shall be given in the Annual Report.

All Independent Directors inducted into the Board of Directors of the Company are given an orientation after their appointment. The orientation includes information about the Company, its products, performance of the Company, values, Milestones, competitors, nature of the industry in which the Company operates, business model of the Company, the organization structure, subsidiaries, their roles, rights, responsibilities in the Company amongst others.

The Board and Committee meetings of the Company are held on a quarterly basis and periodic presentations are also made by various executive director(s), senior management personnel, external consultants, statutory and internal auditors and project heads giving an overview of the operations of the Company, financial performance, legal updates, succession planning, client feedback, employee initiatives, compliance structure, risk minimization procedures and recent trends in technology, Industry scenario (India & abroad). The Existing independent directors of the Company who have been on the Board are quite familiar with business model and nature of industry in which the Company operates. Nevertheless, they engage in adequate interactions and discussions with the operations teams of the Company to familiarize themselves with the areas mentioned above. In addition to this, they are quite familiar about their roles, rights and responsibilities in the Company.

The details of the familiarization programs given to the Independent Directors during the financial year 2020-21 and cumulative up to March 31, 2021 are as follows:

Particulars	During the Financial year 2020-21	Cumulative upto March 31, 2021
Number of Familiarization Programmes organized by the Company	11	51
Number of hours spent by Independent Directors in aggregate	25 hours	118 hours
Details of Programme	Independent Directors have been updated with their roles, rights and responsibilities. They were regularly updated with the changes in the regulatory environment having significant impact on the operations of the Company, financial performance, legal updates and innovation and new technology.	

*Mr. Anil Singhvi is appointed as Non-Executive and Non- Independent director with effect from June 18, 2020.