

Details of the Familiarization Programs Imparted to Independent Directors

Sr. No.	Particulars		K Ramasubramanian (Up to 14.08.2018)	Rashmi Uday Singh	S Ramachandran (From 29.01.2018 to 14.08.2018)	Unnikrishnan Anchery (From 14.08.2018)	Vikram Gokhale (From 14.02.2019)
1.	Presentation on the list of Applicable Sections of the Companies Act, 2013 and identification of action items on the Management	Whether attended (Y / N / NA / AVC)	Y	Y	NA	NA	NA
		Hours spent	2	2	NA	NA	NA
2.	Presentation on the Directors' Roles and Responsibilities under the Companies Act, 2013 and on highlights of the newly introduced SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015	Whether attended (Y / N / NA / AVC)	Y	Y	NA	NA	NA
		Hours spent	2	2	NA	NA	NA
3.	Presentation on the Summary of the changes brought in by SEBI (Prohibition of Insider Trading) Regulations, 2015	Whether attended (Y / N / NA / AVC)	Y	Y	NA	NA	NA
		Hours spent	1	1	NA	NA	NA
4	Presentation & Discussion on- • Code of Conducts • Policies of the Company	Whether attended (Y / N / NA / AVC)	Y	Y	NA	NA	NA
		Hours spent	1	1	NA	NA	NA
5.	Presentation & Discussion on- • Internal Control • Risk Assessment • Finance Analysis	Whether attended (Y / N / NA / AVC)	Y	Y	NA	NA	NA
		Hours spent	1	1	NA	NA	NA
6.	Presentation on GST and its impact on the Company	Whether attended (Y/N/NA/AVC)	Y	Y	NA	NA	NA
		Hours spent	1	1	NA	NA	NA

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7.	Discussion on Highlights of Kotak Committee recommendations	Whether attended (Y/N/NA/AVC)	Y	Y	NA	NA	NA
		Hours spent	2	2	NA	NA	NA
8.	Presentation on- <ul style="list-style-type: none"> • Companies (Amendment) Act, 2017 • Recent Changes in SEBI Regulations. • Adopted recommendations of Kotak Committee 	Whether attended (Y/N/NA/AVC)	Y	Y	Y	NA	NA
		Hours spent	2	2	2	NA	NA
9.	Presentation on- <ul style="list-style-type: none"> • MCA circular on Directors' KYC • SEBI Circulars on PAN update of shareholders and Dematerialisation of shares • Amendments introduced by SEBI (Prohibition of Insider Trading) (Amendment) Regulations, 2018 	Whether attended (Y/N/NA/AVC)	NA	Y	NA	Y	Y
		Hours spent	NA	2	NA	2	2
10.	Presentation & Discussion on- <ul style="list-style-type: none"> • Intimation to Registrar of Companies of Significant Beneficial ownership (BEN-2), Return of Deposits (DPT-3), MSME Dues (MSME-1) • Amended provisions for Appointment of Whole Time Company Secretary & Secretarial Audit • Upgradation of incorporation process after SPICE+ • Requirement for inclusion of name in Databank of Independent Directors and Proficiency Test. • Amended Provisions of Resignation of Statutory Auditors under SEBI (LODR) Regulations, 2015 	Whether attended (Y/N/NA/AVC)	NA	N	NA	Y	Y
		Hours spent	NA	N	NA	1	1

In the above table the following signs denote the following:
Y - Present for the meeting in person N - Absent for the meeting
AVC - Present for the meeting through Audio / Video Conferencing
NA - Not applicable being not a director at the time of meeting / Not applicable being not a member of the Committee at the time of meeting