

Details of the Familiarization Programmes imparted to Independent Directors and Non Executive Directors During the Financial Year 2020-21

Sr. No.	Particulars	Mr. Shyam Lal Goyal#	Mrs. Anu Chauhan	Mr. Sanjay Kapoor	Mr. Anil Kumar Mehrotra	Mrs. Archana Agarwal*
1	Annual Management Plan & Budget a formal review and discussion at the Board with leadership team					
	Whether Attended or not	NA	YES	YES	YES	YES
	Hours Spent	NA	1	1	1	1
2	Quarterly Presentation on Functional Excellence of the Company and Risk Assessment					
	Whether Attended or not	NA	YES	YES	YES	YES
	Hours Spent	NA	1	1	1	1
3	Presentation on amendments under the Statutory compliances					
	Whether Attended or not	NA	YES	YES	YES	YES
	Hours Spent	NA	1	1	1	1
4	Evaluation on effectiveness of board processes					
	Whether Attended or not	YES	YES	YES	YES	NA
	Hours Spent	0.5	0.5	0.5	0.5	NA
5	Quarterly Presentation on Functional Excellence of the Company and Risk Assessment					
	Whether Attended or not	YES	YES	YES	YES	NA
	Hours Spent	1	1	1	1	NA
6	Overview of Internal Financial Control and Risk Management System					
	Whether Attended or not	YES	YES	YES	YES	NA
	Hours Spent	0.5	0.5	0.5	0.5	NA
7	Quarterly Presentation on Functional Excellence of the Company and Risk Assessment					
	Whether Attended or not	YES	YES	YES	YES	NA
	Hours Spent	1	1	1	1	NA
8	Strategies and growth plans of the Company;					
	Whether Attended or not	YES	YES	YES	YES	NA
	Hours Spent	0.5	0.5	0.5	0.5	NA
9	Quarterly Presentation on Functional Excellence of the Company and Risk Assessment					
	Whether Attended or not	YES	YES	YES	YES	NA
	Hours Spent	1	1	1	1	NA
10	Evaluation on effectiveness of board processes					
	Whether Attended or not	YES	YES	YES	YES	NA
	Hours Spent	0.5	0.5	0.5	0.5	NA
Total Hours		5	8	8	8	3

* Ceased to be Director w.e.f. September 28, 2020

Appointed as Director w.e.f. September 18, 2020

YES Present for the meeting in person

NO Absent for the meeting

NA Not applicable being not a director at the time of meeting