

**Details of the Familiarization Programmes imparted to Independent Directors During the Financial Year 2023**

Sr. No.	Particulars	Mrs. Ruchica Gupta	Mr. Kapil Dhameja	Mr. Aditya Wadhwa
1	<b>Annual Management Plan &amp; Budget, Annual targets (for the year 2023)– a formal review and discussion at the Board with leadership team.</b>			
	Whether Attended or not	YES	YES	NO
	Hours Spent	1	1	-
2	<b>Quarterly Presentation on Functional Excellence of the Company and Risk Assessment.</b>			
	Whether Attended or not	YES	YES	NO
	Hours Spent	0.5	0.5	-
3	<b>Information pack on economy, business trends and performance.</b>			
	Whether Attended or not	YES	YES	NO
	Hours Spent	0.5	0.5	-
4	<b>Presentation on amendments under the Statutory compliances.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
5	<b>Discussion on the implications of Union Budget.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
6	<b>Comprehensive Rolling Corporate Plan - discussions with CEO.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
7	<b>Quarterly Presentation on Functional Excellence of the Company and Risk Assessment.</b>			
	Whether Attended or not	YES	YES	YES
	Hour Spent	1	1	1
8	<b>Information pack on economy, business trends and performance.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
9	<b>Quarterly Presentation on Functional Excellence of the Company and Risk Assessment.</b>			
	Whether Attended or not	YES	YES	YES
	Hour Spent	1	1	1
10	<b>Information pack on economy, business trends and performance.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
11	<b>Training on National Guidelines on Responsible Business Conduct.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
12	<b>Quarterly Presentation on Functional Excellence of the Company and Risk Assessment.</b>			
	Whether Attended or not	YES	YES	YES
	Hour Spent	1	1	1
13	<b>Information pack on economy, business trends and performance.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
14	<b>Evaluation on effectiveness of Board processes.</b>			
	Whether Attended or not	YES	YES	YES
	Hours Spent	0.5	0.5	0.5
<b>Total Hours</b>		<b>9.00</b>	<b>9.00</b>	<b>7.00</b>

**YES** Present for the meeting in person

**NO** Absent for the meeting