

Familiarization Programme for Independent Directors for the Financial Year 2019-20

Sr. No.	Particulars of the Programmes/ Presentations	No. of programmes attended by Independent Directors		No. of hours spent by the Independent Directors		NAME OF THE INDEPENDENT DIRECTORS			
		FY 2019-20	Cumulative	FY 2019-20	Cumulative	Mr. J. P. Dange	Mrs. Archana Lakhe	Mr. Sanjay Phadke	Mr. Ashok Agarwal
1	Apprising about the revision in Audit Committee Policy, Risk Management Policy, NRC Policy, SRC Policy, RPT policy, policy on determination of materiality of events/ information and Whistle Blower Policy of the Company.	1	2	1	1	Yes	Yes	Yes	Not Applicable
2	Spreading awareness amongst the Independent Directors on Board about the compliances required to be made by an Independent Director, need and procedure to be followed, and due dates for same.	1	3	0.5	1.5	Yes	Yes	Yes	Not Applicable
3	Adoption of new set of Articles of Association of the Company, procedure and requirement of changing new set of Articles of Association	1	4	0.5	2	Yes	Yes	Yes	Not Applicable
4	Appointment of Designated Depository for purpose of system driven disclosure under Regulation 7 (2) of SEBI (PIT) Regulations for implementation of next phase of system driven disclosures.	1	5	0.5	2.5	Yes	Yes	Yes	Not Applicable
5	Appraising Members regarding designation of Officials two level below CEO as Senior Management Personnel of the Company	1	6	0.5	3	Yes	Yes	Yes	Not Applicable
6	Apprising the Board about the Revenue Budget for the financial year 2018-19, other matters which must be put before the board meeting as per Secretarial standards, appraising directors about the requirement of complying with SS	1	7	0.5	3.5	No	Yes	No	Not Applicable
7	Apprising the Board Members about business relations with National Skill Development Corporation (NSDC) and NISE by Managing Director.	1	8	0.5	4	Yes	Yes	Yes	Not Applicable
8	Adoption of revised Sexual Harassment Policy.	1	9	0.5	4.5	Yes	Yes	Yes	Not Applicable
11	Spreading awareness amongst the Independent Directors on Board about the compliances required to be made by an Independent Director, need and procedure to be followed, and due dates for same.	1	12	0.5	6.5	Yes	Yes	Yes	Not Applicable
12	Apprising the Members about SEBI Circular No. CIR/CFD/CMD1/114/2019 dated 18 th October, 2019 with respect to modification in the terms and conditions of resignation of Statutory Auditors of the Listed Entity as well as its subsidiaries and intimation of the same to the Auditors.	1	13	0.5	7	Yes	Yes	No	No
13	Apprising about outstanding Litigations					Yes	Yes	No	No