

Summary of Programmes for the financial year 2024-25

At various Board and Committee meetings during the year, presentations are made to the Board on changes in the regulatory framework applicable to the Company, annual business plan, risk management, company policies, other relevant issue.

Quarterly reports on operations made to the Board include information on business performance, operations, financial parameters, senior management change, litigation, compliances, subsidiary information, regulatory scenario etc.

Mr. Alan Victor Carvalho has been appointed as an Additional Director in category of independent director w.e.f. May 28, 2024 as per the terms and conditions as stipulated in the letter of appointment. Mr Alan Carvalho has been provided with the overview of the Company as detailed below:

- Roles, functions, duties, responsibilities and liabilities of Independent Director as also enumerated in the letter of appointment;
- Criteria of independence applicable to Independent Directors as prescribed under Securities and Exchange Board of India (SEBI) (Listing and Disclosure Requirement) Regulations, 2015 and Companies Act, 2013;
- Insights on Memorandum of Association and Article of Association;
- Constitution of Board of Directors;
- Directors Responsibility Statement forming part of the Boards' Report;
- Risk management process, Corporate Social Responsibility (CSR) initiatives adopted by the Company, Stakeholders matters, Board effectiveness etc;
- Board Evaluation Process and Procedures;
- Annual Business Plan

Details of Familiarization Programmes attended and number of hours spent by the Independent Directors for the F.Y. 2024-25

Number of programmes attended by independent directors	7 programmes
Number of hours spent by independent directors in such programmes	Approx. 6.15 hour during the year

Independent Directors	Number of Programmes Attended		Number of hours spent (Approx.)	
	2024-25	Cumulative till date	2024-25	Cumulative till date
Mr. Govind Swarup*	6	34	4.45	38.45
Mr. Rakesh Dhamani	7	35	6.15	41.15
Mr. Ashish Verma*	1	27	0.30	27.30
Mr. Saumya Agarwal	5	30	4.30	34.30

Mr. Govind Swarup & Mr. Ashish Verma ceased to be independent directors of the Company w.e.f. February 05, 2025 & August 01, 2024 upon completion of their second term of appointment.