

**DETAILS OF FAMILIARIZATION PROGRAMMES**

Date of Board Meeting	No. of Board Meeting	Topic of Presentation	Duration of the presentation
4 <sup>th</sup> April, 2014	295 <sup>th</sup> Board Meeting	Internal Audit Report of Western Region for the year 2013-14	30 Minutes
		Internal Audit Report of Southern Region for the year 2013-14	35 Minutes
		Companies Act, 2013	40 Minutes
27 <sup>th</sup> May, 2014	296 <sup>th</sup> Board Meeting	Internal Audit Report of Northern Region for the year 2013-14	20 Minutes
		Internal Audit Report of Eastern Region for the year 2013-14	25 Minutes
		Audited Financial Results	45 Minutes
11 <sup>th</sup> August, 2014	297 <sup>th</sup> Board Meeting	Quarterly Financial Results	40 Minutes
3 <sup>rd</sup> November, 2014	298 <sup>th</sup> Board Meeting	Quarterly Financial Results	45 Minutes
4 <sup>th</sup> February, 2015	299 <sup>th</sup> Board Meeting	Quarterly Financial Results	40 Minutes
		Internal Audit Report of Western Region for the period 1.11.2013-31.10.2014	35 Minutes
		Internal Audit Report of Southern Region for the period 01.01.2014-31.10.2014	25 Minutes
7 <sup>th</sup> April, 2015	300 <sup>th</sup> Board Meeting	Internal Audit Report of Northern Region for the year 2014-15	20 Minutes
		Internal Audit Report of Eastern Region for the year 2014-15	30 Minutes
		Changes in Listing Agreement & Insider Trading Regulations	35 Minutes
30 <sup>th</sup> May, 2015	301 <sup>st</sup> Board Meeting	Action taken Report on Internal Audit Reports of Northern, Eastern, Western and Southern Regions for the year 2014-15.	45 Minutes
		Annual Accounts for the year 2014-15	1.5 Hours

13 <sup>th</sup> August, 2015	302 <sup>nd</sup> Board Meeting	Investment in overseas wholly owned subsidiary	45 Minutes
		Quarterly Financial Results	35 Minutes
		Action taken Report on Internal Audit Report of Eastern Region for the year 2014-15.	15 Minutes
2 <sup>nd</sup> November, 2015	304 <sup>th</sup> Board Meeting	Quarterly Financial Results	40 Minutes
		Internal Audit Report of overseas subsidiary	50 Minutes
28 <sup>th</sup> January, 2016	305 <sup>th</sup> Board Meeting	Quarterly Financial Results	30 Minutes
		Valuation of proposed overseas Investment	45 Minutes
14 <sup>th</sup> March, 2016	306 <sup>th</sup> Board Meeting	Annual Budget for 2016-17	60 Minutes
		Migration to IND AS	30 Minutes
13 <sup>th</sup> May, 2016	307 <sup>th</sup> Board Meeting	Internal Audit Report for 2015-16	20 Minutes
30 <sup>th</sup> May, 2016	308 <sup>th</sup> Board Meeting	Annual Accounts for 2015-16	70 Minutes
		Business Responsibility Policy	10 Minutes
		Action taken report on Internal Audit of Veedol International DMCC	20 Minutes
11 <sup>th</sup> August, 2016	309 <sup>th</sup> Board Meeting	Quarterly Financial Results	25 Minutes
25 <sup>th</sup> November, 2016	310 <sup>th</sup> Board Meeting	Quarterly Financial Results	30 Minutes
		Safety Audit	40 Minutes
		Budget on International Operations	70 Minutes
10 <sup>th</sup> February, 2017	311 <sup>th</sup> Board Meeting	Annual Budget for 2017-18	50 Minutes
		Quarterly Financial Results	30 Minutes
		Board Evaluation and Diversity Policy	15 Minutes

<b>Independent Directors</b>	<b>No. of programmes attended</b>	<b>No. of hours spent in such programmes</b>
Shri S. Sundareshan	2014-2015: 2	145 Minutes
	2015-2016: 6	570 Minutes
	2016-2017: 5	380 Minutes
	<b>Total: 13</b>	<b>1095 Minutes</b>
Shri Subir Roy Choudhury	2014-2015: 1	45 Minutes
	2015-2016: 5	480 Minutes
	2016-2017: 5	380 Minutes
	<b>Total: 11</b>	<b>905 Minutes</b>
Ms. Nayantara Palchoudhuri	2014-2015: NA	NA
	2015-2016: 5	480 Minutes
	2016-2017: 4	280 Minutes
	<b>Total: 9</b>	<b>760 Minutes</b>
Shri Ashim Mukherjee	2014-2015: 5	380 Minutes
	2015-2016: 4	410 Minutes
	2016-2017: 4	280 Minutes
	<b>Total: 13</b>	<b>1070 Minutes</b>