

DETAILS OF FAMILIARIZATION PROGRAMMES

Date of Board Meeting	No. of Board Meeting	Topic of Presentation	Duration of the presentation
4 th April, 2014	295 th 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 th May, 2014	296 th 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 th August, 2014	297 th Board Meeting	Quarterly Financial Results	40 Minutes
3 rd November, 2014	298 th Board Meeting	Quarterly Financial Results	45 Minutes
4 th February, 2015	299 th 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 th April, 2015	300 th 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 th May, 2015	301 st 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 th August, 2015	302 nd 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 nd November, 2015	304 th Board Meeting	Quarterly Financial Results	40 Minutes
		Internal Audit Report of overseas subsidiary	50 Minutes
28 th January, 2016	305 th Board Meeting	Quarterly Financial Results	30 Minutes
		Valuation of proposed overseas Investment	45 Minutes
14 th March, 2016	306 th Board Meeting	Annual Budget for 2016-17	60 Minutes
		Migration to IND AS	30 Minutes
13 th May, 2016	307 th Board Meeting	Internal Audit Report for 2015-16	20 Minutes
30 th May, 2016	308 th 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 th August, 2016	309 th Board Meeting	Quarterly Financial Results	25 Minutes
25 th November, 2016	310 th Board Meeting	Quarterly Financial Results	30 Minutes
		Safety Audit	40 Minutes
		Budget on International Operations	70 Minutes
10 th February, 2017	311 th Board Meeting	Annual Budget for 2017-18	50 Minutes
		Quarterly Financial Results	30 Minutes
		Board Evaluation and Diversity Policy	15 Minutes
30 th May, 2017	312 th Board Meeting	Annual Accounts for 2016-17	70 Minutes
		Audited Financial Results	20 Minutes
		Internal Audit Reports for 2016-17	20 Minutes

20 th July, 2017	313 th Board Meeting	Presentation on domestic and international operations	1.5 Hours
14 th August, 2017	314 th Board Meeting	Quarterly Financial Results	20 Minutes
		Presentation on international operations	30 Minutes

Independent Directors	No. of programmes attended	No. of hours spent in such programmes
Shri S. Sundareshan	2014-2015: 2	145 Minutes
	2015-2016: 6	570 Minutes
	2016-2017: 5	380 Minutes
	2017-2018: 6	250 Minutes
	Total: 19	1345 Minutes
Shri Subir Roy Choudhury	2014-2015: 1	45 Minutes
	2015-2016: 5	480 Minutes
	2016-2017: 5	380 Minutes
	2017-2018: 4	200 Minutes
	Total: 15	1105 Minutes
Ms. Nayantara Palchoudhuri	2014-2015: NA	NA
	2015-2016: 5	480 Minutes
	2016-2017: 4	280 Minutes
	2017-2018: 3	140 Minutes
	Total: 12	900 Minutes
Shri Ashim Mukherjee	2014-2015: 5	380 Minutes
	2015-2016: 4	410 Minutes
	2016-2017: 4	280 Minutes
	2017-2018: 6	250 Minutes
	Total: 19	1320 Minutes