



FAMILIARISATION PROGRAMMES FOR INDEPENDENT DIRECTORS

OBJECTIVE

To provide insights into the Company to enable the Independent Directors to understand:

- (i) the Company's business so as to facilitate their active participation in the meeting of the Board and its Committees;
- (ii) their roles, duties and functions.

The Company through its Chairman and other Senior Officials of the Company have presentations sessions periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company. Such presentations provide an opportunity to the Independent Directors to interact with the Senior Officials of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources and such other areas as may arise from time to time.

The Independent Directors are provided with copy of latest Annual Report, the Code of Conduct for Directors and Senior Management, MAN's Code under SEBI Prevention of Insider Trading Regulations.

A detailed appointment Letter incorporating the role, duties and functions, remuneration, is issued for the acceptance of the Independent Directors.

Quarterly presentations on operations made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management change, major litigation, compliances, subsidiary information, donations, regulatory scenario etc.

The Independent Directors are updated on a continual basis on changes/developments in the domestic/global corporate and industries scenario including those pertaining to statutes/legislations and economic environment.

The Independent Directors visit the registered office of the Company and interact with Senior Management Personnel. Presentations are given to them for enabling a good understanding of the Company's operations vis a vis other competitors, vision and mission of the Company and global business environment.



Details of Familiarisation Programmes/sessions attended by Independent Directors

Name of Independent Director	Financial Year	Mr. Kirit N Damania[§]	Mr. Pramod Kumar Tandon	Mr. Annavarapu Venkat Rammurty *	Mrs. Renu P Jalan @	Mr. Narendra Mairpady &
No. of Programme(s) attended	F.Y. 15-16	1	1	N.A.	N.A.	N.A.
	F.Y. 16-17	1	1	1	N.A.	N.A.
	F.Y. 17-18	1	1	-	-	N.A.
	F.Y. 18-19	1	1	N.A.	1	N.A.
	F.Y. 19-20	1	1	N.A.	1	N.A.
	F.Y. 20-21	1	1	N.A.	1	-
	F.Y. 21-22	N.A.	1	N.A.	1	1
	Cumulative till date	6	7	1	4	1
No. of Hours spent in the Programme(s) attended	F.Y. 15-16	2	2	N.A.	N.A.	N.A.
	F.Y. 16-17	2	2	2	N.A.	N.A.
	F.Y. 17-18	2	2	-	-	N.A.
	F.Y. 18-19	2	2	N.A.	2	N.A.
	F.Y. 19-20	2	2	N.A.	2	N.A.
	F.Y. 20-21	2	2	N.A.	2	-
	F.Y. 21-22	N.A.	2	N.A.	2	2
	Cumulative till date	12	14	2	8	2

*Appointed with effect from August 8, 2016; Resigned with effect from August 16, 2017.

@Appointed with effect from March 8, 2018.

§Deceased on August 21, 2020.

&Appointed with effect from February 23, 2021.