

## **Familiarization Programme for Independent Directors**

### **For FY 2023-24**

#### **Preamble**

Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as 'SEBI (LODR) Regulations, 2015') *inter-alia* stipulates that the Company shall familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc., through various programmes.

#### **Purpose and Objective**

The familiarization programme is structured to assist the Independent Directors to understand the Company and its business so as enable them in effective discharge of their duties.

#### **Overview of the Familiarization process**

At the time of the appointment, the Independent Directors are informed about their role and responsibilities and are given an overview of business, operations and business model of the Company including an overview on Shipping and Related Sectors.

#### **Independent Directors are also provided with copies of the following documents:**

- A) Annual Report of the Company.
- B) Criteria of Independence applicable on Independent Directors as per the Regulation 16(1)(b) of the SEBI (LODR) Regulations, 2015 and the Companies Act, 2013.
- C) Copies of code of conduct and Ethics for Board Members, SCI Code of Conduct for Prohibition of Insider Trading, Related Party Transactions policy and other policies.
- D) Copies of Memorandum and Articles of Association of SCI.

#### **Regular Familiarization modules**

Presentations on the business and performance of the Company are made at the Board Meetings to familiarize the Independent Directors with the strategy, operations and functions of the Company. The Programme aims to provide insights into the Company to enable the Independent Directors to be in a position to take well-informed timely decisions and contribute significantly to the Company.

**During the Financial Year 2023-2024, following programmes were arranged for the**

**Independent Directors:-**

**During the Financial Year 2023-24:**

During the Financial Year 2023-2024, following programmes were arranged for the Independent Directors:-

S.no.	Description	Name of Independent Director	Date of attendance	Cumulative till date.
1	Orientation Programme for Independent Directors of CPSEs by DPE.	Dr. Anil Kumar Misra	21.03.2024 – 22.03.2024  <b>Total Appx. 9 hrs.</b>	Dr. Anil Kumar Misra - 4

**Summary:**

S.no.	Date	Name of Director	Cumulative attended as on 31.03.2024	No. of Hrs.
1	06.07.22 – 07.07.22 11.07.22 – 12.07.22 16.09.22 23.01.23 -25.01.23	Shri Gulabbhai Rohit	8	73.45 hrs
2	06.07.22 – 07.07.22 11.07.22 – 12.07.22	Miss Arunima Dwivedi	5	46.15 hrs
3	06.07.22 – 07.07.22 11.07.22 – 12.07.22	Shri Sheekant Pattar	3	29.30 hrs.
4	06.07.22 – 07.07.22 11.07.22 – 12.07.22	Shri KNP Chakravarthy	3	29.30 hrs
5	06.07.22 – 07.07.22 11.07.22 – 12.07.22 21.03.24 – 22.03.24	Dr Anil Kumar Misra	4	38.30 hrs.