



**Sundram Fasteners Limited**

## **FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS**

### **Prelude**

Regulation 25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015 *inter-alia* stipulates that the Company shall familiarise 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 familiarisation programme.

### **Overview of Familiarisation programme**

All independent directors are acquainted and updated about their roles, rights, responsibilities in the Company at the time of issuance of Letter of Appointment (LOA).

The LOA issued to Independent Directors *inter alia* sets out the expectation of the Board from the appointed director, their roles, duties and responsibilities that come with the appointment as a Director of the Company.

The objective of the programme is to provide insights about the company to facilitate the independent directors to know and understand about the company and thereby contribute significantly in taking well-informed timely decisions.

The Independent Directors of the company are given every opportunity to familiarise themselves with the company, its management and its operations so as to understand the Company, its operations, business, industry and environment in which it functions.

Each independent director of the Company has complete access to any information relating to the Company.

Independent Directors have opportunities to interact with the Company's management. They are given all the necessary reports, data as may be required and also sought by them for enabling a good understanding of the company, its various operations and the industry in which the company operates.

### **Familiarisation programme during Financial Year 2018-2019**

The details of familiarisation programme imparted to Independent Directors during the Financial Year 2018-19 are given hereunder:-

Number of Hours	Subject matter of the Program
1	Corporate Social Responsibility Projects Review
4	Business and Performance Analysis
1	Goods and Services Tax Law
1	Regulatory Updates
1	IT Security
4	Factory visits

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