

**ELECTROSTEEL CASTINGS
LIMITED**

Familiarization Program is to familiarize the Directors with the policies, plans and codes of the Company and to make them conversant with their roles and responsibilities in the Company.

Familiarization Programme

Conducted on	:	09.02.2015
	:	30.01.2016
	:	11.03.2017
	:	02.02.2018
	:	29.01.2019
	:	13.02.2020

Subject: Familiarization Program	Conducted on: 09.02.2015, 30.01.2016, 11.03.2017, 02.02.2018, 29.01.2019 & 13.02.2020
Governing Guideline: SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015	

FAMILIARIZATION PROGRAMME OF ELECTROSTEEL CASTINGS LIMITED

Preamble

In terms of Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (Listing Regulations), it is required 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.

Further in terms of Regulation 46(2)(i) of the Listing Regulations, the Company is required to disseminate the details of the familiarization programmes imparted to the Independent Directors on the website of the Company.

Purpose

The Familiarization Programmes are aimed to familiarize the Independent Directors with the Company, their roles, responsibilities in the Company, nature of industry in which the Company operates and business model of the Company by imparting suitable training sessions.

Overview of Familiarization Programme

Familiarization programme for Independent Directors includes:

- Industry overview and organisational structure of the Company;
- Operations and product overview;
- Overview of Sales & Marketing strategies;
- Strategies and growth plans;
- Financial performance of the Company and control mechanism;
- Statutory compliances required to be fulfilled by the Company and the Directors as a part of the Board.

On an on-going basis, the Company, through its Managing Director and/or Whole-time Director as well as other Senior Managerial Personnel, as required, conducts presentations/programs to familiarize the Independent Directors with the strategy, operations and functions of the Company. Independent Directors have the freedom to interact with the Company's management and the senior leadership team of the Company. Presentations are made regularly to the Board of Directors/Audit Committee (AC) (minutes of AC and other Board Committees are circulated to the Board). This helps them to understand the Company's strategy, business model, operations, products, markets, organization structure, facilities, risk management and such other areas. Apart from this, they also have the freedom to interact independently with the Statutory Auditors, the Internal Auditors and external advisors as may be appointed from time to time. The Independent Directors of the Company

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as a part of the Board have complete access to all the information within the Company. Regular updates on relevant statutory and regulatory changes are circulated to the Directors. Various other developments of the Company are informed through e-mails, newsletters, internal magazines, etc. Apart from Independent Directors, Non-Executive Directors are also eligible to attend the familiarization programmes.

Further, at the time of appointing an Independent Director, a formal letter of appointment is given to him/her, which inter alia explains the role, function, duties and responsibilities expected of him/her as an Independent Director of the Company.

Details of Familiarization Programmes held are as follows:

Date of the Program	Area covered
9 February, 2015 from 3.30 p.m. onwards	<ul style="list-style-type: none"> • Roles, rights, responsibilities of the Director and Statutory compliances required to be made by the Company and the Directors as a part of the Board; • Industry overview and organisational structure of the Company, operations and product overview & statutory changes in the law and its effect on the industry; • Strategies and growth plans of the Company.
30 January, 2016 from 3.30 p.m. onwards	<ul style="list-style-type: none"> • Operations overview including operations of Subsidiaries; • Product overview; • Overview of Sales & Marketing strategies; • Financial performance of the Company and control mechanism; • Awareness with respect to roles and responsibilities as specified in the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.
11 March, 2017 from 12.30 p.m. onwards	<ul style="list-style-type: none"> • Industry overview and organisational structure of the Company, operations and product overview & statutory changes in the law and its effect on the Industry; • Operations overview including operations of Subsidiaries; • Overview of Sales & Marketing strategies; • Strategies and growth plans of the Company; • Financial performance of the Company and control mechanism; • Awareness with respect to roles and responsibilities as specified in the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

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2 February, 2018 from 4:00 p.m. onwards	<ul style="list-style-type: none"> • Indian and Global Business of the Company covering Market Trend, Growth Trend etc.; • Business Structure and Overview, Corporate Strategy and Business Plans of the Company; • Company's Business operations, financial performance, other financial matters and Internal control processes; • Orientation on Statutory Compliances; • Roles, rights and responsibilities of the Director and the Board as a whole; • Update on regulatory changes and impact thereof.
29 January, 2019 from 3:00 p.m. onwards	<ul style="list-style-type: none"> • Overview of Industry, Company's Products and Operations; • Financials, Operations and investments made by the Subsidiary Companies; • Risk Management System & Framework and Internal Financial Control; • Orientation on Statutory Compliances; • Roles, rights and responsibilities of the Director and the Board as a whole; • Presentation highlighting the key amendments in the Companies Act, 2013, the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirement) Regulations, 2015 and other SEBI Regulations, Guidelines, etc.
13 February, 2020 from 1:50 p.m. onwards	<ul style="list-style-type: none"> • Overview of Industry, Company's Products and Operations, Corporate Strategy and Business Plans of the Company; • Financials, Operations and investments made by the Subsidiary Companies; • Overview of Internal Financial Control and Risk Management System; • Brief overview of the Compliances made by the Company; • Roles, rights and responsibilities of the Director and the Board as a whole; • Presentation highlighting the key amendments in the Companies Act, 2013, the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirement) Regulations, 2015 and other SEBI Regulations, Guidelines, etc.

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Details of attendance of Independent Directors in Familiarization Programmes are as follows:

Sl. No.	Name of the Independent Director	No. of the Sessions attended		No. of hours spent in the Sessions attended	
		FY 2019-20	Cumulative till date	FY 2019-20	Cumulative till date
1.	Mr. Pradip Kumar Khaitan	1	6	1	13
2.	Mr. Binod Kumar Khaitan	1	6	1	13
3.	Mr. Ram Krishna Agarwal*	1	5	1	11
4.	Mr. Amrendra Prasad Verma#	1	4	1	9
5.	Dr. Mohua Banerjee**	1	1	1	1

* Appointed with effect from 30 July, 2015

Appointed with effect from 22 December, 2016

** Appointed with effect from 8 February, 2019