

FAMILIARISATION PROGRAMMES FOR INDEPENDENT DIRECTORS

The familiarisation programmes for Independent Directors may be bifurcated into:

I. Initial or Preliminary

At the time of their appointment, the Independent Directors are apprised of their role, duties and responsibilities in the Company. A detailed letter of appointment is also issued which sets out the expectations of the Company, the rights, powers and liabilities of the Independent Director and the policies of the Company to be adhered to by them. The Company also arranges visits to various project sites as well as the manufacturing divisions, viz. Glazing and Metal Works Division, Interiors Division and Concrete Products Division in order to enable the Independent Directors to familiarise themselves with the functioning and business model of the Company.

II. Continual or Ongoing

Periodic presentations are made to the Independent Directors on the financial and operational performance of the Company, strategy and business plan, significant process improvements and material business developments among others. The Independent Directors are also regularly updated and informed about material regulatory and statutory developments affecting the Company.

Familiarisation Programmes imparted during the financial year 2015-16:

During the financial year 2015-16, the Company has arranged for and conducted the following programmes and presentations for Independent Directors

| Subject Matter of Programme | Date of Programme | No. of Hours |
|--|-------------------|--------------|
| Presentation on Indian Accounting Standards (IND AS) by S. R. Batliboi & Associates LLP. | February 02, 2016 | 1 |
| Internal Presentation on SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 | November 13, 2015 | 1 |
| In depth presentation covering the scope and impact of Internal Financial Controls by Ernst & Young LLP. | May 12, 2015 | 2 |
| Presentation on Income Computation and Disclosure Standards (ICDS) by Ernst & Young LLP. | May 12, 2015 | 1 |

| | | |
|--|-------------------|-----|
| Internal Presentation on SEBI (Prohibition of Insider Trading) Regulations, 2015 | May 12, 2015 | 0.5 |
| Quarterly updates on changes in regulatory framework impacting the functioning of the Company and the directors. | May 12, 2015 | 0.5 |
| | August 07, 2015 | 0.5 |
| | November 13, 2015 | 0.5 |
| | February 02, 2016 | 0.5 |

| Name of Independent Director | No. of Programmes Attended | | No. of Hours | |
|------------------------------|----------------------------|------------|--------------|------------|
| | 2015-16 | Cumulative | 2015-16 | Cumulative |
| Mr. M Damodaran | 6 | 6 | 6 | 6 |
| Dr. S K Gupta | 7 | 7 | 6.5 | 6.5 |
| Mr. R V S Rao | 9 | 9 | 8 | 8 |
| Mr. Anup Shah | 9 | 9 | 8 | 8 |
| Dr. Punita Kumar-Sinha | 9 | 9 | 8 | 8 |