# **SSPDL LIMITED**

# **FAMILIARIZATION PROGRAM FOR DIRECTORS**

### **PREAMBLE**

In pursuance of provisions of Clause 49 of the Listing Agreement and Schedule IV of the Companies Act, 2013, 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.

#### **FAMILIARIZATION PROCESS:**

#### **Initial:**

Every new Director will have a personal discussion and shall spend time with the Chairman and Managing Director and senior management of the Company for personal briefings on their roles, responsibilities and duties, Company's operations, strategic plans, financial statements, key policies and practices and other details as may be necessary. Visit to major project locations and sites would be organized and to other project locations as may be desired by the Directors to have full understanding of projects under taken by the Company and the Industry in which it operates.

#### **Continual:**

The Company shall provide continuing education to all its Directors, and shall periodically provide materials or briefing sessions for all Directors on subjects that would assist them in discharging their duties and responsibilities.

Periodically the directors will be updated on status of each project undertaken by the Company and will get the opportunity to visit any project location, as desired by the directors.

The Directors of the Company shall also be informed of the important developments in the Industry, Company, important changes in the law applicable to the company.

Also, Company will provide necessary training either in house or through the programmes conducted by outside agencies, to the directors as may be needed by them to discharge their duties and responsibilities and contribute significantly to the Company.

# SSPDL LIMITED

### **DETAILS OF FAMILIARIZATION PROGRAMMES / TRAINING PROVIDED, ETC.:**

All independent directors attended the two days certification programme conducted by the Institute of Chartered Accountants of India, Bangalore on 27<sup>th</sup> and 28<sup>th</sup> of March, 2015 (the Objective of the programme was: (i) To enhance the skills and knowledge of the directors so that they discharge their responsibilities effectively and contribute to the Board, (ii) To help directors derive a complete idea about the roles which they are expected to play, and (iii) To help participants understand clearly the board room process so that they play an important role in the Board meetings.

To all directors, a visit to the Retreat, Hyderabad (BHEL Employees Cyber Colony) project on 30.03.2015 was organized to apprise the directors about progress of the project.

Also, periodically, the Directors are provided with the note on status of projects of the company.