

Honda Siel Power Products Limited

Policy on

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

[Effective from 1st October, 2014]

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

Preamble

Clause 49(II)(B)(7) of the Listing Agreement stipulates as under:-

- (i) 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.
- (ii) The details of such familiarization programmes shall be disclosed on the company's website and a web link thereto shall also be given in the Annual Report.

Objective and details of Familiarization Policy

1. The Company is periodically organizing familiarization programme for the Independent Directors to appraise them with the business operations of the Company as also to know their roles, rights and responsibilities in the Company to enable them to make effective contribution and discharge their functions as a Board Member.
2. Familiarization Program for Independent Directors includes:

Secretarial & Legal:

Covering details of the Company, its history, shareholding pattern, the Board structure, the Board Committees and their functions, policies applicable to the director, their roles, responsibilities, duties, rights as a director, details of important legal cases, their status and impact, etc.

Marketing:

Covering details of nature of industry, types of products, brands, position of the Company in the industry, sales and distribution channel, etc.

Finance :

Covering details of the business model of the Company, financial details, risk management, treasury management, etc.

Technical:

Tour of the plant explaining about various stages of manufacturing process, production capacity, etc.

In addition to the above, in case the director is interested in meeting any specific department or function or getting any further detail, the same is also arranged.

3. Programme and disclosure:

a) Familiarization programme will be conducted on “as needed” basis during the year.

b) As and when familiarization programme is conducted, the same will be disclosed on the website of the Company.

The policy shall be disclosed on the company’s website and a web link thereto shall be provided in the Annual Report.