

Familiarization Programme for Independent Directors

For FY 2022-23

Preamble

Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as 'SEBI (LODR) Regulations, 2015) *inter-alia* stipulates 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.

Purpose and Objective

The familiarization programme is structured to assist the Independent Directors to understand the Company and its business so as enable them in effective discharge of their duties.

Overview of the Familiarization process

At the time of the appointment, the Independent Directors are informed about their role and responsibilities and are given an overview of business, operations and business model of the Company including an overview on Shipping and Related Sectors.

Independent Directors are also provided with copies of the following documents:

- A) Annual Report of the Company.
- B) Criteria of Independence applicable on Independent Directors as per the Regulation 16(b) of the SEBI(LODR) Regulations, 2015 and the Companies Act, 2013
- C) Copies of code of conduct and Ethics for Board Members, SCI Code of Conduct for Prohibition of Insider Trading, Related Party Transactions policy and other policies.
- D) Copies of Memorandum and Articles of Association of SCI.

Regular Familiarization modules

Presentations on the business and performance of the Company are made at the Board Meetings to familiarize the Independent Directors with the strategy, operations and functions of the Company. The Programme aims to provide insights into the Company to enable the Independent Directors to be in a position to take well-informed timely decisions and contribute significantly to the Company.

During the Financial Year 2022-2023, following programmes were arranged for the Independent Directors:-

During the Financial Year 2022-23:

During the Financial Year 2022-2023, following programmes were arranged for the Independent Directors:-

S.no.	Description	Name of Independent Director	Date of attendance	Cumulative till date.
1	In house Orientation Programme for all Independent Directors conducted in house by SCI at MTI	Shri Gulabbhai Rohit. Shri K N P Chakravarthy Ms. Arunima Dwivedi Shri Shreekant Pattar. Dr. Anil Kumar Misra	06.07.2022 to 07.07.2022 (6 hrs Each day) Total 12 hrs.	Gulabbhai -5 KNP Chakravarthy -2 Ms. Arunima Dwivedi -4 Shri Shreekant Pattar -2 Dr. Anil Kumar Misra - 2
2	Induction training programme & Capacity Building for all Independent Directors conducted by DPE in New Delhi, The Grand, Vasant Kunj	Shri Gulabbhai Rohit. Shri K N P Chakravarthy Ms. Arunima Dwivedi Shri Shreekant Pattar. Dr. Anil Kumar Misra	11.07.2022 & 12.07.2022 (6 hrs Each day) Total 12 Hrs	Gulabbhai -6 KNP Chakravarthy -3 Ms. Arunima Dwivedi -5 Shri Shreekant Pattar -3 Dr. Anil Kumar Misra - 3
3	Maharashtra MSME Sammellan 2022, "Building Competitiveness for Global Value Chain" conducted by ASSOCHAM – (No participation fee)	Shri Gulabbhai Rohit.	16.09.2022 (6 hrs full day)	Gulabbhai -7
4	Indian Institute of Corporate Affairs (IICA) 2023, Master Class on "Building Better Boards"	Shri Gulabbhai Rohit	23.01.2023 to 25.01.2023 (6 hrs Each day) Total 18 hrs.	Gulabbhai -8

Summary:

S.no.	Date	Name of Director	Cumulative attended as on 31.03.2023	No. of Hrs.
1	06.07.22 – 07.07.22 11.07.22 – 12.07.22 16.09.22 23.01.23 -25.01.23	Shri Gulabbhai Rohit	8	73.45 hrs
2	06.07.22 – 07.07.22 11.07.22 – 12.07.22	Miss Arunima Dwivedi	5	46.15 hrs
3	06.07.22 – 07.07.22 11.07.22 – 12.07.22	Shri Sheekant Pattar	3	29.30 hrs.
4	06.07.22 – 07.07.22 11.07.22 – 12.07.22	Shri K N P Chakravarthy	3	29.30 hrs
5	06.07.22 – 07.07.22 11.07.22 – 12.07.22	Dr Anil Kumar Misra	3	29.30 hrs.