



**THE SHIPPING CORPORATION OF INDIA LTD.,
(PERSONNEL & ADMINISTRATION DIVISION)**

TRAINING POLICY FOR BOARD OF DIRECTORS

Training Needs and requirement of Policy

SCI believes that the Board of Directors have a vital part to play in meeting the Company's key business objectives. Training and development is thus given great importance across all levels. The Board of Directors, which is the highest level in the organization, too require training and development in order to update themselves and take the best decisions for the company. A training policy will give a clear direction for planning and implementation of training programs. This will also ensure that adequate importance is given to training in the organization.

Objective and Eligibility

The Training Policy aims at providing Orientation & Familiarization Programmes for newly appointed Directors and also to further strengthen the competence, skills and capabilities of Board level functioning at SCI. It aims at enforcing leadership qualities and providing a platform to share the knowledge, skills and experience gained by the Directors.

TRAINING POLICY

PREAMBLE

This policy is to provide for training of Board members comprising of Whole-time Directors, Independent Directors and Government Nominee Directors appointed by Government of India.

COMPOSITION OF THE BOARD

As per Companies Act 2013 and SEBI LODR Regulations 2015, the Board of Directors shall have an optimum combination of Executive (Functional) and Non- Executive Directors.

DPE GUIDELINES ON TRAINING OF DIRECTORS

DPE Guidelines:

The Guidelines on Corporate Governance for Central Public Sector Enterprises 2010, issued by Government of India, Ministry of Heavy Industries and Public Enterprises, Department of Public Enterprises provides with regard to Training of Directors as under:

Clause 3.7 Training of Directors

The company concerned shall undertake training programme for its new Board members (Functional, Government, Nominee and Independent) in the business model of the company including risk profile of the business of company, responsibility of respective Directors and the manner in which such responsibilities are to be discharged. They shall also be imparted training on Corporate Governance, model code of business ethics and conduct applicable for the respective Directors.

TRAINING REQUIREMENT

In the light of the varied profile of the Directors of the Board, the training requirement of the directors would also vary. Accordingly, SCI shall have two-tier training policy for the Directors as under:

INTERNAL (INDUCTION) TRAINING–

The Company shall arrange familiarization programme for a newly appointed Director or Directors, one time-upon joining, at the earliest convenient date. The training shall be arranged at the premises of Corporate Office or through any other convenient virtual mode. The Induction training will be imparted in form of structured presentation on different topics important to the role and responsibilities at their position.

At the convenience of the part-time non-official Directors and Government Nominees, a visit to SCI vessel may be arranged to familiarize them with the working of SCI.

EXTERNAL TRAINING

The Directors will be nominated to an external training subject to the management approval of SCI after considering the cost involved for the proposed Training. They shall be nominated for such trainings, seminars, conferences, conventions held at the auspices of premium institutions viz., Ministry of Corporate Affairs (MCA), Department of Public Enterprises (DPE), Institute of Company Secretaries of India (ICSI), Institute of Chartered Accountants of India (ICAI), Institute of Public Enterprise (IPE) and other leading institutions on matters covering Corporate Governance, business ethics and conduct, Director's duties & responsibilities, leadership excellence, Creating high performing organizations, International business, Strategies for growth, Competitive performance, Board room practices, Risk Management & Risk Mitigation, Sustainability Development, Corporate Social Responsibility etc.

While approving the nomination of a Director for particular program, the Management may consider the number of training programs attended by that Director in the past so that equal opportunities can be justified for all the Directors. The Management may also take in view the relevance of the proposed programs with the roles and duties of the concerned Directors while approving nomination for External Training.

The process owner for implementation of the above Policy will be P&A Division with support of Board Secretariat Dept.