

**FAMILIARISATION PROGRAMMES
FOR
INDEPENDENT DIRECTORS**



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Preamble

Regulation 25 of the Listing Regulations 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.

Overview of the Familiarization process

All Independent Directors are aware and further updated about their roles, rights, responsibilities in the Company. A Directors' kit containing information about the Company, Memorandum and Articles of Association, Annual Reports for previous 2 years, extract of Listing Regulations containing powers, roles and responsibilities of the Board and various Committees, various Codes and Policies, latest financial results, etc. is handed over to the new director.

Operational and financial information of the Company are shared with the directors on their appointment to familiarize them with the business and regulatory environment in which the Company operates.

Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, global business environment, business strategy and risks involved. Updates on relevant statutory changes are presented to the Board and Board Committees.

Each director of the Company has complete access to any information relating to the Company. Independent Directors have the freedom to interact with the Company's management. They are given all the documents sought by them for enabling a good understanding of the Company, its various operations and the industry segments of which it is a part. Further, they meet without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and put forth their combined views to the Management.

DETAILS OF FAMILIARIZATION PROGRAM

DATE OF PROGRAMME	NAME OF INDEPENDENT DIRECTOR WHO ATTENDED THE PROGRAMME	NO. OF HOURS	AREAS COVERED
February 04, 2021	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	3	Presentation on CSR Amendment Rules, 2021
February 02, 2021	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	4	Discussion on Union Budget 2021-22
November 05, 2020	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal	2	<ul style="list-style-type: none"> • Industry outlook & Organizational overview • R & D
July 31, 2020	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	3	<ul style="list-style-type: none"> • Economic Outlook • Market Scenario • Business Sustenance and Improvement Initiatives
March 05, 2020	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	2	Presentation on Vivad Se Vishwas Scheme, 2020)
March 04, 2020	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	2	Discussion on Companies (Auditor's Report) Order, 2020
February 14, 2020	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	1	Discussion on Tax treatment of dividend Income
February 03, 2020	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	4	Discussion on Union Budget 2020-21
January 24, 2020	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	3	Presentation on Revision in Fine Structure In Case of Non-Compliance with SEBI Listing Regulations, 2015

MUNJAL SHOWA

December 09, 2019	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	3	Independent Directors Data Bank, IICA
September 24, 2019	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Ms. Geeta Anand Mr. Surinder Kumar Mehta	2	Discussion on Impact on Munjal Showa for change in tax rates through Ordinance 2019 on September 20, 2019
May 29, 2019	Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal	2	<ul style="list-style-type: none"> • Economic Outlook • Marketing Review
November 24, 2018	Mr. Devi Singh Mr. Nand Lal Dhameja	8	<ul style="list-style-type: none"> • Visit at Haridwar Plant • Business outlook • Business Strategy
July 30, 2018	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal	2	<ul style="list-style-type: none"> • Operations Overview
January 31, 2018	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Mr. Pankaj Munjal Mr. Surinder Kumar Mehta	3	<ul style="list-style-type: none"> • Industry outlook & Organizational overview • R & D
May 19, 2017	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Mr. Pankaj Munjal Mr. Surinder Kumar Mehta	2	<ul style="list-style-type: none"> • Economic Outlook • Marketing Review
October 26, 2016	Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Mr. Surinder Kumar Mehta	3	<ul style="list-style-type: none"> • Overview of Sales & Marketing
March 09, 2016	Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Mr. Surinder Kumar Mehta	4	<ul style="list-style-type: none"> • Annual Budget and Way Forward.
October 30, 2015	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Vinod Kumar Agrawal Mr. Krishan Chand Sethi Mr. Surinder Kumar Mehta	4	<ul style="list-style-type: none"> • Updation on new Insider Trading Regulations, 2015 and the new SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 respectively
February 06, 2015	Mr. Devi Singh Mr. Nand Lal Dhameja Mr. Pankaj Munjal Mr. Krishan Chand Sethi Mr. Surinder Kumar Mehta	5	<ul style="list-style-type: none"> • Annual Budget • Business Overview • Product Planning Strategy

DETAILS OF FAMILIARISATION PROGRAM ATTENDED BY INDEPENDENT DIRECTORS

Name of Directors	Financial Year 2015-16		Financial Year 2016-17		Financial Year 2017-18		Financial Year 2018-19		Financial Year 2019-20		Financial Year 2020-21	
	No. of programmes	No. of Hour	No. of programmes	No. of Hour	No. of programmes	No. of Hour	No. of programmes	No. of Hour	No. of programmes	No. of Hour	No. of programmes	No. of Hour
Mr. Devi Singh	1	4	0	0	2	5	2	10	7	17	4	12
Mr. Nand Lal Dhameja	2	8	1	3	2	5	2	10	8	19	4	12
Mr. Pankaj Munjal*	0	0	0	0	2	5	-	-	-	-	-	-
Mr. Krishan Chand Sethi**	1	4	0	0	-	-	-	-	-	-	-	-
Mr. Surinder Kumar Mehta	2	8	1	3	2	5	0	-	7	17	3	10
Mr. Vinod Kumar Agrawal	2	8	1	3	2	5	1	2	8	19	4	12
Mrs. Geeta Anand***	-	-	-	-	-	-	-	-	7	17	3	10

*Resigned as Independent Director w.e.f. 29.09.2018

** Cessation as Independent Director due to death on 29.03.2016

*** Appointed as Independent Director w.e.f. 03.11.2018