

AYM SYNTEX LIMITED

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

(In terms of Clause 49 of the Listing Agreement)

Preamble

In accordance with requirements of Clause 49 of the Listing Agreement, the Company shall familiarise 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 & Objective

The Program aims to provide insights into the Company to enable the Independent Directors to understand their roles, rights, responsibilities in the Company and get updated on the Business & Operations of the Company and contribute significantly to the Company.

FAMILIARISATION PROGRAMME

Off-site visits to plants

The Directors get the opportunity to visit various Company's plants, where senior plant heads apprise them of the operational and sustainability aspects of the Units to enable them to have full understanding & appreciation on the activities of the Company.

Trainings / Presentations

The Company through its Executive Director / Senior Managerial Personnel periodically make presentations to familiarize the Independent Directors with the business scenario, strategy, operations and functions of the Company; Such presentations provides an opportunity to the Independent Directors to interact with the senior leadership team of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may presented from time to time;

The presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;

The Company may conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

The Company also arranged presentations by eminent experts to the Independent Directors together with management personnel in the subjects / topics relevant to the Company like changes in laws, regulations etc, their impacts on the Company's business and changes in practices / policies adopted by the Company, to enable them contribute therein / validate them.

The above referred presentations will be continued and will be conducted once in every 3 months or at such intervals depending upon the availability of the experts and relevance of the topics.

The Company communicates on daily basis the news relevant to its business like occurrence major events, transactions and factors affecting industry potential, to all its personnel including Independent Directors which enable Independent Directors to be at par with Company personnel in terms of the industry / corporate sector knowledge, to make their participation at board / committee meetings fruitful and meaningful.

Disclosure of the Policy

Familiarization programme will be conducted “as needed” basis during the Year.

This Policy shall be uploaded on the Company’s website for public information and a web link for the same shall also be provided in the Annual Report of the Company.

Detail of training imparted to Independent Directors - FY2018-19

Sr. No.	Areas covered	Time spent during the FY 2018-19			Total time spent during the FY 2018-19	Cumulative Till Date from 1st April, 2015
		At Board meeting	At Audit committee	At Nomination and Remuneration committee		
1	Legal/regulatory updates	1 hour	-	-	19 hours 45 mins	77 hours 15 mins
2	Business & Industry overview/updates	3 hrs 20 mins	-	-		
3	Strategy Orientation	1 hrs 20 mins	-	-		
4	Internal Control Process	-	8 hour 15 mins	-		
5	Governance matters	3 hour 30 mins	-	30 mins		
6	Human capital/Knowledge sharing	-	-	2 hour 30 mins		