

Rajasthan Tube Manufacturing Company Limited **Familiarization Programme for Independent Directors**

1. Preamble

- a) 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.
- b) The details of such familiarisation programmes shall be disclosed on the Company's website and a web link thereto shall be given in the Annual Report.

2. Purpose

The Program aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

3. Familiarisation Process

- The Company shall through its Executive Directors / Senior Managerial Personnel conduct programmes / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;
- Such programmes / presentations will provide 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 arise from time to time;
- The programmes / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;
- The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time; and
- The Company may conduct an introductory familiarization programme / presentation, when a new Independent Director comes on the Board of the Company.

4. Programme and Disclosure

Familiarization programme will be conducted "as needed" basis during the year. As and when familiarization programme is conducted, the same will be disclosed on the website of the Company as per Annexure 1.

5. Review of the programme

The Board will review the familiarization programme of Independent directors and make revisions as may be required.

Annexure-1

Details of familiarization programme held during the year and cumulative till date – at 28-37, Banke Bihari Industrial Area, Jatawali Mod, Maharkala Road, Village- Dehra, Tehsil Chomu, District- Jaipur- 303806 of Rajasthan Tube Manufacturing Company Limited on 28th March 2019, at 4.00 P.M. organized by a company.

S.NO.	NAME OF THE DIRECTOR	PROGRAMME HOURS ATTENDED DURING THE YEAR(2018-19)	CUMULATIVE PROGRAMME HOURS ATTENDED TILL DATE (from 2015-16)
1	Sunil Kumar Jain	2	21
2	Mahendra Kumar Jain	2	20
3	Deepesh Jain	2	18

The independent Directors were given a presentations consisting of detailed roles, obligations, rights, duties etc of themselves as individually director on Board and Board as a whole. They were also provided by brief model of the company along with changes with previous financial year. They were made familiar with significance of policies adopted by board and its compliances in letter and spirit so as to achieve best in all ways of corporate governance.