

## **SIS Limited**

### **Familiarization Programme for Independent Directors**

#### **PREAMBLE:**

In accordance with the requirements of provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Schedule IV to the Companies Act, 2013, Security and Intelligence Services (India) Limited (the “Company”) has introduced a programme to familiarize the Independent Directors with the Company, their roles, rights and responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company etc.

#### **OBJECTIVES:**

1. To adopt a programme for orientation and familiarisation of Independent Directors so as to enable them to understand the Company, its operations, business, industry and environment in which it functions.
2. To update the Directors on a continuing basis about any significant changes therein so as to enable the Directors to be in a position to take well-informed and timely decisions.

#### **ORIENTATION PROGRAMME UPON INDUCTION OF NEW DIRECTORS:**

1. A set of information will be handed over to the new inductee, which include the latest Annual Report and various policies such as Code of Conduct, Whistle Blower Policy, Remuneration Policy, Policy on Related Party Transactions, Corporate social Responsibility Policy etc.
2. A detailed Appointment Letter will be issued incorporating the roles, duties and responsibilities, remuneration and performance evaluation process etc.
3. A brief introduction will be provided about the Company, its subsidiaries/associates and group companies.

#### **OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS:**

1. Meetings with Company’s officials will be arranged as and when necessary to better understand the business and operations of the Company.
2. The presentations at Board meetings include updates on business operations and financial performance, working capital management, senior management changes, compliances, cash flow, operation of the Company’s subsidiaries, Joint Ventures and Associates.

<b>Particulars</b>	<b>During the year 2024</b>	<b>Cumulative upto March 31, 2024</b>
Number of familiarization programmes organized by the company	4	26
Time spent by the independent directors in such programmes in aggregate	> 29- man hours	> 151- man hours

<b>Particulars</b>	<b>During the year 2023</b>	<b>Cumulative upto March 31, 2023</b>
Number of familiarization programmes organized by the company	4	22
Time spent by the independent directors in such programmes in aggregate	> 27- man hours	> 122- man hours

<b>Particulars</b>	<b>During the year 2022</b>	<b>Cumulative upto March 31, 2022</b>
Number of familiarization programmes organized by the company	4	18
Time spent by the independent directors in such programmes in aggregate	> 30- man hours	> 95- man hours

<b>Particulars</b>	<b>During the year 2021</b>	<b>Cumulative upto March 31, 2021</b>
Number of familiarization programmes organized by the company	4	14
Time spent by the independent directors in such programmes in aggregate	> 24- man hours	> 65- man hours

<b>Particulars</b>	<b>During the year 2020</b>	<b>Cumulative upto March 31, 2020</b>
Number of familiarization programmes organized by the company	4	10
Time spent by the independent directors in such programmes in aggregate	> 19- man hours	> 41- man hours

<b>Particulars</b>	<b>During the year 2019</b>	<b>Cumulative upto March 31, 2019</b>
Number of familiarization programmes organized by the company	4	6
Time spent by the independent directors in such programmes in aggregate	> 13- man hours	> 22- man hours