

Familiarisation Programme for Independent Directors of Bharat Forge Limited

Preamble

In terms of Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company shall schedule a program to familiarize the independent directors with the Company and update them on their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc.

Induction Programme

All Independent Directors are aware and further updated about their roles, rights, responsibilities in the Company. A Directors' kit containing Company's Corporate Profile, Memorandum and Articles of Association, latest Annual Report, code of conduct applicable to Directors and employees of the Company and BFL's Code for Prevention of Insider Trading is handed over to the new Director. In case the Independent Director is also inducted on Audit Committee, he is also handed the Terms of reference of Audit Committee and Whistle Blower Policy.

The appointment letter issued to Independent Directors inter alia sets out the expectation of the Board from the appointed Director, their fiduciary duties and responsibilities that come with the appointment as a Director of the Company, along with the details of remuneration and performance review process.

Ongoing Familiarisation Programmes

The Board meetings of the Company are held at a Plant Location of the Company wherein various presentations are made by business heads of the Company and its subsidiaries from time to time on different functions and areas in order to enable the Directors to better understand the Business and operations of the Company.

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, market share, financial parameters, working capital management, senior management changes, litigations, compliances and fund flows. The Presentations at Board meetings include update on major developments in legal & regulatory areas, like Companies Act, Listing Agreement, and various Tax and financial reporting changes.

Each Independent Director of the Company has complete access to information relating to the Company like policies, Board Presentations and Financials at all times through Board Effect Portal. 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,

Independent Directors meet for a separate meeting of Independent Directors 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 Chairman and Managing Director.

Details of Familiarization Sessions held w.e.f April 1, 2015 are as follows:

Sr.	Date of Programme / Session	No. of Hours spent
1	May 20, 2015	1
2	August 3, 2015	1
3	October 29, 2015	1
4	February 9, 2016	1
5	March 11, 2016	1
6	May 17, 2016	1
7	August 5, 2016	1
8	September 3, 2016	2
9	November 8, 2016	1
10	February 8, 2017	2
11	May 24, 2017	2
12	August 10, 2017	2
13	October 9 & 10, 2017	10
14	November 8, 2017	2
15	February 8, 2018	1
16	May 22, 2018	2
17	August 9, 2018	1
	TOTAL...	32

Details of attendance of Independent Directors in Familiarization Sessions are as follows :

Sr. No.	Name of Independent Director	No. of the Sessions attended		No. of hours spent in the Sessions attended	
		Financial Year 2018-19	Cumulative till date	Financial Year 2018-19	Cumulative till date
1	Mr. S.M. Thakore	2	17	3	32
2	Mr. P.G. Pawar	2	15	3	30
3	Mrs. Lalita Gupte	2	15	3	20
4	Mr. P.H. Ravikumar	2	16	3	30
5	Mr. Naresh Narad	1	14	2	28
6	Dr. T. Mukherjee	2	15	3	29
7	Mr. Vimal Bhandari	2	14	3	28