



Navratna Company
(ISO 9001:2015, ISO 14001:2015
& ISO 45001:2018 Certified)

भारतीय नौवहन निगम लिमिटेड

(भारत सरकार का उद्यम)

पंजीकृत कार्यालय: शिपिंग हाउस, 245 मादाम कामा रोड, मुंबई - 400 021.

फोन: 91-22-2202 6666, 2277 2000 फैक्स: 91-22-2202 6905 वेबसाइट: www.shipindia.com



The Shipping Corporation Of India Ltd.

(A GOVERNMENT OF INDIA ENTERPRISE)

Regd. Office: Shipping House, 245, Madame Cama Road, Mumbai-400 021. Ph: 91-22 2202 6666, 2277 2000

Fax: 91-22 22026905 • Website: www.shipindia.com

सीआईएन/CIN-L63030MH1950G0I008033

Familiarization Programme for Independent Directors

Preamble

Regulation 25(7) of the SEBI (LODR) Regulations, 2015 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.

Purpose and Objective

The familiarization programme is structured to assist the Independent Directors to understand the Company and its business so as enable them in effective discharge of their duties.

Overview of the Familiarization process

At the time of the appointment, the Independent Directors are informed about their role and responsibilities and are given an overview of business, operations and business model of the Company including an overview on Shipping and Related Sectors.

Independent Directors are also provided with copies of the following documents:

- A) Annual Report of the Company.
- B) Criteria of Independence applicable on Independent Directors as per the Regulation 16(b) of the SEBI(LODR) Regulations, 2015 and the Companies Act, 2013
- C) Copies of code of conduct and Ethics for Board Members, SCI Code for Prohibition of of Insider Trading, Related Party Transactions policy and other policies.
- D) Copies of Memorandum and Articles of Association of SCI.

Regular Familiarization modules

Presentations on the business and performance of the Company are made at the Board Meetings to familiarize the Independent Directors with the strategy, operations and functions of the Company. The Programme aims to provide insights into the Company to enable the Independent Directors to be in a position to take well-informed timely decisions and contribute significantly to the Company.

During the Financial Year 2016-2017, SCI organised an orientation program for the Independent Directors on May 26, 2016 and 28.06.2016 covering various areas including Overview of Business Activities & Financial Status of the Company, Shipping Sector Scenario and Role and Responsibilities of Board & Independent Directors as per Companies Act, 2013 and SEBI (LODR) Regulations, 2015. The duration of programme was around three hours. Shri Arun Balakrishanan and Shri Sukamal Chandra Basu also attended Orientation Programme for capacity building of newly appointed Independent Directors of CPSEs during 11.11.16 - 12.11.16 and 30.01.17- 31.01.17 respectively.



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During the Financial Year 2017-2018:

SCI organised an orientation program for the Independent Directors on 25.04.2018 covering various areas including Overview of Business Activities & Financial Status of the Company, Shipping Sector Scenario and Role and Responsibilities of Board & Independent Directors as per Companies Act, 2013 and SEBI (LODR) Regulations, 2015 which was attended by all the Directors of SCI. Shri Sukamal Chandra Basu also attended Orientation Programme for Directors of CPSE on Audit Committee on 30.06.2017. Shri Raj Kishore Tewari and Dr. Gautam Sinha attended Orientation Programme for capacity building of newly appointed non-official Directors of CPSEs during 05.10.2017 - 06.10.2017 and 08.01.2018 - 09.01.2018 respectively. Dr. P. Kanagasabapathi attended Orientation Programme on Role & Responsibilities-Independent Directors Perspective on 11.01.2018 - 12.01.2018 on the Role & Responsibilities-Independent Director's Perspective. Shri Satinder Pal Singh JS attended a programme on 20.02.2018 on Orientation programme for Capacity Building of Government Directors of CPSEs.

During the FY 2018-19:

Shri Shambhu Singh AS&FA attended a programme on 17.05.2018 on Orientation programme for Capacity Building of Government Directors of CPSEs. On 08.06.2018, Smt. Sangeeta Sharma, Shri Rajesh Sood and Shri Surinder Pal Singh Jaggi attended a programme on Directors Orientation Programme in association with Stock Exchange.

In the Financial Year 2019-2020:

In the wake of COVID-19 outbreak in the country and the Government advisory against large public gatherings, Orientation Programme for Capacity Building of Directors of CPSEs scheduled on 19th -20th March 2020 at Scope, New Delhi and on 21st March 2020 at DPE, New Delhi for newly appointed directors on the Board of Company were postponed till further notice.

In the Financial Year 2020-2021:

In the Financial Year 2020-2021, Orientation Programme for Directors of Listed Companies was organized by NISM jointly with the Excellence Enablers Private Ltd. (EEPL) on 4th December 2020 which was attended virtually by Shri. Sanjay Kumar (Part time Official Director), Shri. Pramod Panda (Independent Director) and Shri. Atul Ubale, Director (B&T).

Board Orientation Programme for Directors and Senior Executives was organized by The Institute of Public Enterprise (Center for Corporate Governance) on 4th and 5th March, 2021 which was attended virtually by Capt. B. K. Tyagi, Director (L&PS).

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 | |
|---------|------------------------------|------------------------------|----------------------|---|----------------------|
| | | FY 2020-2021 | Cumulative till date | FY 2020-2021 | Cumulative till date |
| 1. | Shri. Pramod Kumar Panda | 1 | 1 | 4 | 4 |