



**KENNAMETAL INDIA LIMITED**

***FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS***

In terms of Regulation 25(7) of SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, the Company shall familiarize the Independent Directors with the Company, their role, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc., through various programmes.

## **1. OBJECTIVES:**

- To adopt a structured programme for orientation and training to Independent Directors at the time of their joining so as to enable them to understand the Company - its operations, business, industry and environment in which it functions.
- To update the Directors on a continuing basis on any significant changes therein so as to be in a position to take well-informed and timely decisions.
- To familiarize them with the Company's financial performance, annual budgets, internal control processes, statutory compliances amongst others.
- To familiarize them with Company's vision, values, ethics and Corporate Governance practices.

## **2. FAMILIARIZATION PROGRAMME**

The Independent Directors are provided with the following:

- A. Upon inducting a new Independent Director, the Directors are apprised about Company's Corporate Profile, its Mission, Vision and Values Statement, Organisational structure, the Company's history and milestones, Code of Conduct applicable to Directors / employees of the Company, the Code of Conduct for Prevention of Insider Trading.
- B. A detailed Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process etc. is issued for his/her acceptance.
- C. A full day site visit to the Company's Plants is arranged wherein the Director is introduced to the Plant Heads and various important functional heads.
- D. Meetings with Company Executives are also arranged to better understand the business and operations of the Company
- E. Updates on business model, nature of industry, operations and financial performance of the Company.
- F. Presentations on Annual Budgets, Internal & Statutory Audit, Corporate Social Responsibility, strategies and business performance of the Company, operations of subsidiaries & associates.
- G. Updates on significant developments in the Company.
- H. Update on significant amendments in corporate and other laws and its impact on the Company.
- I. Code of Conduct for Independent Directors as prescribed under the Companies Act, 2013.

## DETAILS OF FAMILIARISATION PROGRAMMES TO INDEPENDENT DIRECTORS

Sl. No.	Name of the Independent Director	Subject matter of the Programme	No. of programmes attended by Independent Directors		No. of hours spent by Independent Director	
			FY21	Cumulative (From FY16 to FY21)	FY21	Cumulative (From FY16 to FY21)
1	Mr. B. Anjani Kumar	Industry overview, Business Strategy, Business & Financial overview, Technological development, Enterprise Risk Management Regulatory updates, Compliance impact assessment.	16	88	11.50	61
2	Mr. Vinayak K Deshpande		16	88	11.50	61
3	Ms. Bhavna Bindra*		16	23	11.50	16
4	Mr. Prakash M Telang #		NA	62	NA	42.25

\* Ms. Bhavna Bindra was appointed as Independent Director of the Company effective January 3, 2020

# Mr. Prakash M. Telang retired as the Chairman of the Company effective November 3, 2019

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