

TOYAM INDUSTRIES LIMITED

(Formerly Known as Ojas Asset Reconstruction Company Limited)

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FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS

1. PREAMBLE

- In terms of Clause 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, 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.

2. PURPOSE & OBJECTIVE-

- This Program is carried out to enable the Independent Director to familiarize the business, Management, its strategies & understand the insight of a business.

3. INITIAL FAMILIARIZATION PROGRAM-

- When new Independent Director is appointed in a Company, initial familiarization program will be conducted. It includes meeting with the top management & staff of the company, giving MOA, AOA to the Independent Directors.
- Independent Director also familiarize with their role, responsibilities & rights through this program.
- This Program give opportunity to Independent Director to interact with the Management & understand the Organization structure, Finance, Human resource, Technology of the Company.
- Company will provide training to Independent Director, as may be, required from time to time & update their skills & knowledge for the growth of the Company.
- At the time of appointment of Independent Director, Appointment letter is issued which defines the term of appointment, role, responsibilities, code of conduct, performance evaluation of Independent Director.
- The Company through its Executive Directors/Senior Managerial Personnel conducts periodical meetings to familiarize the Independent Director with the strategy operations & functions of the company.

- A Director kit provided to the new director. It contains information about the company, necessary documents, annual report, media releases etc.
- Quarterly updates on relevant statutory changes & landmark judicial pronouncement encompassing important laws are regularly circulated to the Independent Director.

4. REVIEW OF THE PROGRAM-

The Executive Director/Senior managerial personnel make revision as may be required.

4. DETAILS OF FAMILIARIZATION PROGRAM-

S. No.	Name of Independent Director	Total No. of Program Attended		No. of Hours Spent	
		During the year 2017-18	On Cumulative Basis till date.	During the year 2017-18	On Cumulative Basis till date.
1.	Mr. Kailash Tilkoo Yadav [DIN: 00495595]	0	0	0	0
2.	Mr. Mayank Kathed [DIN: 07742376]	1	1	1	1
3.	Mr. Mayank Lashkari [DIN: 07742367]	1	1	1	1

S. No.	Name of Independent Director	Total No. of Program Attended		No. of Hours Spent	
		During the year 2018-19	On Cumulative Basis till date.	During the year 2018-19	On Cumulative Basis till date.
1.	Mr. Kailash Tilkoo Yadav [DIN: 00495595]	1	1	1	1
2.	Mr. Mayank Kathed [DIN: 07742376]	1	1	1	1
3.	Ms.Dhara Shah [DIN: 06983857]	0	0	0	0

S. No.	Name of Independent Director	Total No. of Program Attended		No. of Hours Spent	
		During the year 2019-20	On Cumulative Basis till date.	During the year 2019-20	On Cumulative Basis till date.
1.	Mr. Kailash Tilkoo Yadav [DIN: 00495595]	0	0	0	0
2.	Mr. Mayank Kathed [DIN: 07742376]	1	1	1	1
3.	Ms. Vaishali Rathod [DIN: 08488641]	1	1	1	1

