

CARBORUNDUM UNIVERSAL LIMITED

**FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS
(Pursuant to Regulation 25(7) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements)
Regulations, 2015 (Listing Regulations)**

The Members of the Board of Carborundum Universal Limited (CUMI) are provided with many opportunities to familiarise themselves with the Company, its management and operations. The Board of Directors are regularly provided with documents on information and updates to have a better understanding of the Company, its operations spread across the world as well as the industry in which it is operating.

In addition to the requirements of the Listing Regulations, the code for independent directors under Schedule IV also lays down the standards for fulfilment of their responsibilities in a professional and faithful manner to promote confidence of all stakeholders. The Company recognises the importance of institutionalising a familiarisation programme for its Directors so that they can keep themselves well informed about the Company and the external environment in which it operates.

Some of the practices in the familiarisation programme are conducted on a continuous basis and some on case to case basis. Further there are specific practices which the Company follows at the time of induction of a new director. The familiarisation programme at CUMI broadly encompasses the following:

1. The Independent Directors are made aware of their roles, duties and responsibilities at the time of their appointment through a formal letter of appointment which stipulates the terms and conditions of their engagement. The terms and conditions of the appointment of Independent Directors are available in the website of the Company.
2. By way of an introduction, every newly inducted Director is presented with a corporate dossier which traces the Company's history over 60 years of its existence and gives a glimpse of value chain of its products. Further considering the wide range of businesses the Company is operating in, a corporate brochure highlighting the business segments is also given.
3. The Managing Director at the first Board meeting in which the newly inducted director participates makes a detailed presentation on the Company, its various business segments and profile, manufacturing locations, organisation structure and other market related info.
4. Exclusive plant visits are also organised for the new Director in order to provide an insight into the actual operations of the Company.
5. Every new director is also provided with a Director's Handbook which in addition to Companies Act and listing regulatory compliance requirements applicable for persons holding directorship positions also provides an overview of the basic elements of corporate directorship in the Murugappa Group. Newly inducted Audit Committee members are provided with an audit committee manual which broadly covers the regulatory scenario in India, current practices in the Company, best practices – Indian as well as globally etc.
6. Further, with a view to familiarise the existing Directors with the Company's operations on an ongoing basis, plant visits are periodically

organised for the Directors which will include product displays, detailed tour of the shop floor, specific display of technological innovations made etc. Being a material science technology oriented company, periodically a session for sharing the R&D initiatives in the various SBUs is scheduled. Interaction with the business leaders and Senior Management team of the subsidiaries of the Company in particular the overseas subsidiaries are organised as part of the Board sessions.

7. At every Board meeting strategic presentations are made to the Board where the Board members interact with the Senior Management. Industry scenario updates are given periodically at the Board meetings.
8. At every Board meeting besides reporting on compliance with applicable laws, a regulatory update on significant changes in laws applicable to the Company is provided to the Directors.
9. Directors are also informed of various developments in the Company through Press releases etc.
10. With respect to agenda for the Board meetings, the Company has a web based portal -BLISSDOCS accessible to all the Directors and documents are posted well in advance to the meetings of the Company.

The details of the familiarisation programme(s) imparted to Directors including the independent directors are given below:

Name of the Director	Designation	FY 2018-19		FY 2019-20		FY 2020-21		FY 2021-22	
		Number of programmes attended	Total number of hours spent	Number of programmes attended	Total number of hours spent	Number of programmes attended	Total number of hours spent	Number of programmes attended	Total number of hours spent
Mr. M M Murugappan	Chairman, Non-Executive Non-Independent Director	16	45.5	17	47.45	19	58.5	30	137
Mr. T L Palani Kumar*	Non-Executive & Independent Director	15	43.5	3	8	-	-	-	-
Mr. Sanjay Jayavarthanavelu	Non-Executive Independent Director	16	45.5	17	47.45	18	56.5	30	137

Mr. Aroon Raman	Non-Executive Independent Director	16	45.5	17	47.45	19	58.5	28	129
Ms. Bharati Rao**	Non-Executive & Independent Director	16	45.5	3	8	-	-	-	-
Mrs. Soundara Kumar	Non-Executive Independent Director	-	-	13	43.5	19	58.5	30	137
Mr. P S Raghavan	Non-Executive Independent Director	15	43.5	17	47.45	19	58.5	30	137
Mr. Sujjain S Talwar	Non-Executive Independent Director	16	45.5	17	47.45	19	58.5	30	137
Mr. M A M Arunachalam\$	Non-Executive Non-Independent Director	17	53.5	17	47.45	14	44.5	-	-
Mr. K Srinivasan#	Managing Director	16	45.5	9	24	-	-	-	-
Mr. Sridharan Rangarajan&	Director – Finance & Strategy	-	-	-	-	-	-	24	109
Mr. N Ananthaseshan ^	Managing Director	-	-	17	47.45	19	58.5	30	137

^Appointed w.e.f. 26th April 2019.

*Retired from the Board w.e.f. 31st July 2019.

**Retired from the Board w.e.f. 2nd August 2019.



#Retired from the Board w.e.f. 22nd November 2019.

\$ Resigned w.e.f. 2nd February 2021.

& Appointed w.e.f. 1st July 2021.

The initiatives through familiarisation programmes help the Directors to understand the Company, its businesses and the regulatory framework in which the Company operates enabling him/her to effectively fulfil their role as a Director of the Company.
