

## **FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS**

Regulation 25(7) of the SEBI(Listing Obligations and Disclosure Requirements) Regulations, 2015 requires listed companies to familiarise independent directors through various programmes including the nature of the industry in which the company operates, business model, roles, rights and responsibilities of Independent Directors and other relevant information.

In L&T, we engage IDs with the Company in many ways. Some of them are given below:

1. Presentations are made to the Directors at Board, Committee and Independent Company (IC – not a legal entity) Meetings which inter alia, cover business strategies, management structure, HR policy, management development and succession planning, quarterly and annual results, budgets, treasury policy, review of Internal Audit, risk management framework, operations of subsidiaries and associates, etc. Independent Directors interact with the Company's management. Interactions happen during Board / Committee meetings, when senior company personnel are asked to make presentations about strategy/performance of their Independent Company (IC) / Business Unit, to the Board.
2. Site / factory visits are organized for the Directors.
3. The internal newsletters of the Company, the press releases, news in media about L&T etc. are circulated to all the Directors so that they are updated about the operations of the Company.

A summary of the familiarisation programmes undertaken through Board/Committee Meetings for Directors during FY 2021-22 is given below:

Name of the Director Date of Board/ Committee Meeting	(Training Hours)				
	Mukund Chitale	Subodh Bhargava	M. Damodaran	Vikram Singh Mehta	Adil Zainulbhai
14.05.2021	2.00	2.00	2.00	2.00	2.00
26.07.2021	1.30	1.30	1.30	1.30	1.30
07.09.2021	0.30	0.30	0.30	0.30	0.30
27.10.2021	2.00	2.00	2.00	2.00	2.00
28.01.2022	1.30	1.30	1.30	1.30	1.30
22.03.2022	6.00	6.00	6.00	6.00	6.00
23.03.2022	8.00	8.00	8.00	8.00	8.00
24.03.2022	3.00	3.00	3.00	3.00	3.00
21.04.2021 (ACM)	1.30	-	1.30	-	-
13.05.2021 (ACM)	2.00	-	2.00	-	-
12.07.2021 (ACM)	1.30	-	1.30	-	-
24.07.2021 (ACM)	1.30	-	1.30	-	-
26.08.2021 (ACM)	1.30	-	1.30	-	-
26.10.2021 (ACM)	2.00	-	2.00	-	-
23.11.2021 (ACM)	1.30	-	1.30	-	-
27.01.2022 (ACM)	2.00	-	2.00	-	-
01.03.2022 (ACM)	1.30	-	1.30	-	-
14.05.2021 (NRC)	-	0.30	-	-	0.30

26.07.2021 (NRC)	-	0.30	-		0.30
27.10.2021 (NRC)	-	0.30	-		0.30
28.01.2022 (NRC)	-	0.15	-		0.15
22.03.2022 (NRC)	-	0.30	-		0.30
09.06.2021 (RMC)	-	-	-		1.00
03.12.2021 (RMC)	-	-	-		1.00

(Training Hours)

Name of the Director Date of Board/ Committee Meeting	Sanjeev Aga	Narayanan Kumar	Preetha Reddy
14.05.2021	2.00	2.00	2.00
26.07.2021	1.30	1.30	1.30
07.09.2021	0.30	0.30	0.30
27.10.2021	2.00	2.00	2.00
28.01.2022	1.30	1.30	1.30
22.03.2022	6.00	6.00	6.00
23.03.2022	8.00	8.00	8.00
24.03.2022	3.00	3.00	3.00
21.04.2021 (ACM)	1.30	-	-
13.05.2021 (ACM)	2.00	-	-
12.07.2021 (ACM)	1.30	-	-
24.07.2021 (ACM)	1.30	-	-
26.08.2021 (ACM)	1.30	-	-
26.10.2021 (ACM)	2.00	-	-
23.11.2021 (ACM)	1.30	-	-
27.01.2022 (ACM)	2.00	-	-
01.03.2022 (ACM)	1.30	-	-
14.05.2021 (NRC)	-	0.30	-
26.07.2021 (NRC)	-	0.30	-
27.10.2021 (NRC)	-	0.30	-
28.01.2022 (NRC)	-	0.15	-
22.03.2022 (NRC)	-	0.30	-
26.07.2021 (SRC)	-	0.30	-
01.10.2021 (SRC)	-	0.45	-
28.01.2022 (SRC)	-	0.15	-
09.06.2021 (RMC)	1.00	-	-
03.12.2021 (RMC)	1.00	-	-