



Navratna Company  
ISO 9001:2008

# 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-L63030MH1950G01008033

### **Familiarisation 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 familiarisation 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 Familiarisation process**

##### **At the time of the appointment**

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, Code for Prevention of Insider Trading and other policies.

D) Copies of Memorandum and Articles of Association of SCI.

##### **Regular Familiarisation 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 Balakrishnan 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.

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



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Kishore Tewari and Dr. Gautam Sinha attended Orientation Programme for capacity building of newly appointed non-official Directors of CPSEs during 05.10.17 - 06.10.17 and 08.01.18 - 09.01.18 respectively. Dr. P. Kanagasabapathi attended Orientation Programme on Role & Responsibilities-Independent Directors Perspective on 11.01.18 - 12.01.18.

भारतीय नौवहन निगम लिमिटेड  
THE SHIPPING CORPORATION OF INDIA LTD.

दिपंकर मालदार/DIPANKAR MALDAR  
कानूनी निदेशक (विधिक मामले) एवं कंपनी सचिव  
Executive Director (Legal Affairs) & Company Secretary