

SWAN DEFENCE AND HEAVY INDUSTRIES LIMITED

Familiarization Programme for the Directors

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 programs.

PURPOSE

The Familiarization Programs are aimed to familiarize the independent directors with the company, their roles responsibilities in the company, nature of industry in which the company operates and business model of the company by imparting suitable training sessions.

INDUCTION, TRAINING AND FAMILIARISATION PROGRAMME FOR THE INDEPENDENT DIRECTORS

- On appointment, the concerned Director is issued a Letter of Appointment setting out in detail, the terms of appointment, duties, responsibilities and expected time commitments. The Company Secretary sends a formal letter to the Directors about their legal and regulatory responsibilities as a Director and the compliances required of them under the Companies Act 2013 and applicable SEBI Regulations;
- Each newly appointed Independent Director is taken through a formal induction program including the presentation from the Management on Company's business, strategy, operation, marketing, finance and other important aspects. Relevant literature relating to the Company such as Annual Reports, Code of Conduct, etc. are provided to the Independent Directors on their appointment;
- At various Board meetings during the year, presentation is made to the Board on the operational & financial performance of the Company, market share, compliances, major litigation, regulatory scenario etc., which keeps the Directors updated on the operations and the key development impacting the Company.
- Site/factory visits will also be organized for the Directors, as and when feasible.

Regular updates on relevant statutory and regulatory changes are regularly circulated to the Directors

Details of Familiarization sessions held pursuant to the Policy are as follows:

S. No	Date of the Familiarization Programme	Duration of the Programme	Topic of the Familiarization Programme
Financial Year – 2023-24			
1	March 28, 2024	1 ½ Hour	- Formal induction program including the presentation from the Management on Company's business, strategy, operation, marketing, finance and other important aspects - Regulatory updates
	Total	1 ½ Hour	
Financial Year – 2024-25			
1	March 31, 2025	½ Hour	- Insight given on SEBI Listing Regulations (Second Amendment) Regulations, 2022
	Total	½ Hour	
	Cumulative Hours	2 Hours*	

** The reconstituted Board assumed management control on January 04, 2024, thus, considered the familiarization program conducted from FY 2023-24 onwards*

Details of attendance of Independent Directors in Familiarization Sessions are as follows:

S. No	Name of the Director	No. of the Sessions attended		No. of hours spent in the Sessions attended	
		FY2024-25	Cumulative till date	FY2024-25	Cumulative till date
1	Mr. Arun Sinha	1	2	½	2
2	Mr. Kaiyoze Billimoria	1	2	½	2
3	Mr. Ashishkumar Bairagra	1	2	½	2
4	Mrs. Maya Sinha	1	2	½	2
5	Mr. Prabhakar Reddy Patil	1	2	½	2