



GRP Ltd.
Regd.Office : Plot No.8, GIDC Estate,
Ankleshwar – 393 002, Dist.Bharuch, Gujarat
CIN : L25191GJ1974PLC002555

Familiarization program for independent directors

As required by Regulation 46(2)(i) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, every listed company has to disseminate the following information on the website of the company :

Details of familiarization programmes imparted to independent directors including the following details:-

- i) number of programmes attended by independent directors (during the year and on a cumulative basis till date),
- ii) number of hours spent by independent directors in such programmes (during the year and on cumulative basis till date), and
- (iii) other relevant details

Accordingly our company has framed familiarization program for the Independent Directors of the Company on:

- 1. Their roles, rights, responsibilities in the Company
- 2. Nature of Industry in which the Company operates
- 3. Business model of the Company etc.,

We devise the program at two stages:

- 1. During Induction of the Independent Director (One time)
- 2. Regular updation & review on the Business

Stage I – Induction	FAMILIARISATION ON	RESPONSIBILITY
One Time	- Milestone of the Company	Managing Director / Executive Director
	- Nature of Industry in which the Business operates	
	- Business model of the Company	
	- Roles, Rights, responsibilities of the Independent Directors	

STAGE II – UPDATION	FAMILIARISATION ON	Frequency	RESPONSIBILITY
Regular	- Annual Management plan and budget – A formal review and discussion at the Board Meeting	Once a year	Managing Director / Executive Director
	- Overview of sales, marketing, production and statutory compliances	Quarterly	Functional Heads
	- On any other business whenever necessary	Eventually	Managing Director / Executive Director



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Details of familiarization program imparted to Independent Directors during the financial year 2015-16

Sr. No.	Details	Date		Mr.B.T.Doshi	Mr.Rajeev Pandia	Mr.Apurva Shah
1	Annual Management Plan & Budget	30 th May, 2015 (Board Meeting)	Whether attended	Yes	Yes	Yes
			Time spent	1 hour	1 hour	1 hour
2	Overview of Sales, Marketing, Production, Finance, Legal and Statutory updates And compliances	30 th May, 2015 (Board Meeting)	Whether attended	Yes	Yes	Yes
			Time spent	1 hour	1 hour	1 hour
		3 rd August, 2015 (Board Meeting)	Whether attended	Yes	Yes	Yes
			Time spent	1 hour	1 hour	1 hour
		6 th November, 2015 (Board Meeting)	Whether attended	Yes	Yes	Yes
			Time spent	1 hour	1 hour	1 hour
		2 nd February, 2016 (Board Meeting)	Whether attended	Yes	Yes	Yes
			Time spent	1 hour	1 hour	1 hour
3	Joint Venture	20 th November, 2015 (Board Meeting)	Whether attended	No	Yes	Yes
			Time spent	--	1 hour	1 hour
Total No. of programmes attended during the Financial year 2015-16				5	6	6
Total hours spent during the financial year 2015-16				5 hours	6 hours	6 hours