

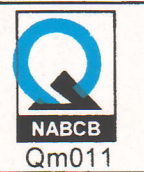


ALFA TRANSFORMERS LTD.

CIN-L311020R1982PLC001151

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ISO 9001 2008
Certificate Registration No 99 100 11745

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

Ref: Schedule IV {Section 149 (8)} of the Companies Act, 2013 & Clause 25 (7) and 46 (2) (i) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Objective	<p>The Company follows structured orientation and training programme for the Independent Directors of the Company to understand and get updated on the business and operations of the Company and nature of the industry in which the Company operates.</p> <p>The Independent Directors are kept aware and are being regularly updated by the Company, as and when required, about the changes in the regulatory framework and of their role, responsibilities and duties.</p>
Familiarization Programme	<p>Familiarization programmes for the Independent Directors generally forms part of the Board process. Presentations are regularly being made to the Board and its various Committees, where the Directors/ Committee Members get an opportunity to interact with the Senior Management Team including the Statutory and the Internal Auditors of the Company. Such presentations inter alia cover the performance of various businesses of the Company, operating results, comparison of actual performance v/s. budget, management outlook on businesses, economic/industry developments, sectoral updates, and other related issues. The Directors are also regularly kept informed of the other developments of the Company and at different Units. As such the Independent Directors of</p>

Plant at Bhubaneswar : Plot No. 3337, Mancheswar Industrial Estate, Bhubaneswar -751010 & Plot No. 2, Zone-D, Phase-A, Mancheswar Industrial Estate, Bhubaneswar -751010

Plant at Vadodara : Plot No. 1046, 1047 & 1048, G.I.D.C. Estate, Waghoda, Dist : Vadodara-391760, Gujrat



	the Company have complete access to the information about the Company.
Induction Kit for new Directors	<p>A new Director is welcomed on the Board of Directors by sharing various documents of the Company for his/her reference such as:</p> <ol style="list-style-type: none">1. Brief introduction of the Company2. Memorandum & Articles of Association of the Company3. Profile of Board of Directors4. Profile of Senior Management Personnel5. Details of various Committees of the Board6. Code of Conduct for Directors

As such, the Company ensures that there is adequate mechanism to ensure that the Directors remain familiar with their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, and continue to be updated on the state of Company's affairs and the industry in which it operates.

Review of the Programme:

The Company may review the programme and make necessary revisions, as and when required.

Disclosure requirement:

The familiarization programme is disclosed on Company's website www.alfa.in.