

**Familiarization & Training Programmes imparted to the Independent Directors in the year 2020-21**

SI No	Name of the Directors	Number of programmes attended	Name & Details of the Programmes	No of hours spent by the Directors.
1.	Mr. R. K. Jhalaria (DIN: 05353976)	5	<p>1. Training Session held in the Registered Office of the Company on 10<sup>th</sup> November, 2020 for Independent directors relating to Strategy and Risk Management.</p> <p>2. In the Board Meeting held on 11<sup>th</sup> July'2020, 29<sup>th</sup> August,2020, 10<sup>th</sup> November,2020 and 13<sup>th</sup> February,2021 Mr. R. K. Jhalaria was updated and familiarized about :</p> <ul style="list-style-type: none"> <li>• Tea Industry as reported in the newspaper articles, Association circulars, reviews and updates from various factions of Tea Industry.</li> </ul> <p>Along with the above, Directors were also made aware of the updates with relation to:</p> <ul style="list-style-type: none"> <li>• Tea Act, 1953 and Regulatory Guidelines issued by Tea Board under various Circular.</li> <li>• The Companies Act, 2013.</li> <li>• Various Circulars / Notifications etc. issued by SEBI with emphasis on SEBI Circular CIR/CFD/FAC/62/2016 dated 5<sup>th</sup> July,2016 and applicability of India Accounting Standards (IAS) on the Company.</li> <li>• The Companies (Accounting Standards) Amendment Rules, 2016 notified by Ministry of Corporate Affairs</li> </ul>	<p style="text-align: center;">1</p> <p style="text-align: center;">3</p>

			<p>on 30<sup>th</sup> March,2016 with emphasis on AS-10</p> <ul style="list-style-type: none"> <li>● Food Safety and Standards Act, 2006 certificate dated 07/12/2018 valid upto 29/01/2024</li> <li>● Plant Protection Code.</li> <li>● Maximum Residue Levels.</li> <li>● Rain Forest Alliance</li> <li>● Verification certificate dated 12/04/2018 valid upto 11/04/2020 in accordance with the Trustee Code for Norben Tea Estate and Factory is to be renewed.</li> <li>● The Circulars from Ministry of Corporate Affairs relating to IEPF Authority.</li> <li>● The National Food Security Act, 2013 – the circular from Ministry of Law &amp; Justice (Legislative Department)</li> <li>● Implementation of Goods and Services Tax (GST) Council and related Circulars from time to time</li> </ul>	
2.	Ms. Swati Agarwal (DIN: 06804522)	5	<p>1. Training Session held in the Registered Office of the Company on 10<sup>th</sup> November, 2020 for Independent directors relating to Strategy and Risk Management.</p> <p>2. In the Board Meeting held on 11<sup>th</sup> July'2020, 29<sup>th</sup> August,2020, 10<sup>th</sup> November,2020 and 13<sup>th</sup> February,2021 Ms. Swati Agarwal was updated and familiarized about :</p> <ul style="list-style-type: none"> <li>● Tea Industry as reported in the newspaper articles, Association circulars, reviews and updates from various factions of Tea Industry.</li> </ul> <p>Along with the above, Directors were also made aware of the updates with relation to:</p> <ul style="list-style-type: none"> <li>● Tea Act, 1953 and Regulatory Guidelines issued by Tea Board under various Circular.</li> </ul>	<p>1</p> <p>3</p>

			<ul style="list-style-type: none"> <li>• The Companies Act, 2013.</li> <li>• Various Circulars / Notifications etc. issued by SEBI with emphasis on SEBI Circular CIR/CFD/FAC/62/2016 dated 5<sup>th</sup> July,2016 and applicability of India Accounting Standards (IAS) on the Company.</li> <li>• The Companies (Accounting Standards) Amendment Rules, 2016 notified by Ministry of Corporate Affairs on 30<sup>th</sup> March,2016 with emphasis on AS-10</li> <li>• Food Safety and Standards Act, 2006 certificate dated 07/12/2018 valid upto 29/01/2024</li> <li>• Plant Protection Code.</li> <li>• Maximum Residue Levels.</li> <li>• Rain Forest Alliance</li> <li>• Verification certificate dated 12/04/2018 valid upto 11/04/2020 in accordance with the Trustee Code for Norben Tea Estate and Factory is to be renewed.</li> <li>• The Circulars from Ministry of Corporate Affairs relating to IEPF Authority.</li> <li>• The National Food Security Act, 2013 – the circular from Ministry of Law &amp; Justice (Legislative Department)</li> <li>• Implementation of Goods and Services Tax (GST) Council and related Circulars from time to time</li> </ul>	
3.	Mr. Deepak Tiwari (DIN: 08839075)	4	<ol style="list-style-type: none"> <li>1. Training Session held in the Registered Office of the Company on 10<sup>th</sup> November'2020 for Independent directors relating to Strategy and Risk Management.</li> <li>2. In the Board Meeting held on 29th August,2020, 10<sup>th</sup> November,2020 and 13<sup>th</sup> February,2021 Mr. Deepak Tiwari was updated and familiarized about : <ul style="list-style-type: none"> <li>• Tea Industry as reported in the newspaper articles,</li> </ul> </li> </ol>	1  2

			<p>Association circulars, reviews and updates from various factions of Tea Industry.</p> <p>Along with the above, Directors were also made aware of the updates with relation to:</p> <ul style="list-style-type: none"> <li>● Tea Act, 1953 and Regulatory Guidelines issued by Tea Board under various Circular.</li> <li>● The Companies Act, 2013.</li> <li>● Various Circulars / Notifications etc. issued by SEBI with emphasis on SEBI Circular CIR/CFD/FAC/62/2016 dated 5<sup>th</sup> July,2016 and applicability of India Accounting Standards (IAS) on the Company.</li> <li>● The Companies (Accounting Standards) Amendment Rules, 2016 notified by Ministry of Corporate Affairs on 30<sup>th</sup> March,2016 with emphasis on AS-10</li> <li>● Food Safety and Standards Act, 2006 certificate dated 07/12/2018 valid upto 29/01/2024</li> <li>● Plant Protection Code.</li> <li>● Maximum Residue Levels.</li> <li>● Rain Forest Alliance</li> <li>● Verification certificate dated 12/04/2018 valid upto 11/04/2020 in accordance with the Trustee Code for Norben Tea Estate and Factory is to be renewed.</li> <li>● The Circulars from Ministry of Corporate Affairs relating to IEPF Authority.</li> <li>● The National Food Security Act, 2013 – the circular from Ministry of Law &amp; Justice (Legislative Department)</li> <li>● Implementation of Goods and Services Tax (GST) Council and related Circulars from time to time</li> </ul>	
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4.	Ms. Tanusree Chatterjee (DIN: 08837933)	4	<p>1. Training Session held in the Registered Office of the Company on 10<sup>th</sup> November'2020 for Independent directors relating to Strategy and Risk Management.</p> <p>2. In the Board Meeting held on 29th August,2020, 10<sup>th</sup> November,2020 and 13<sup>th</sup> February,2021 Ms. Tanusree Chatterjee was updated and familiarized about :</p> <ul style="list-style-type: none"> <li>• Tea Industry as reported in the newspaper articles, Association circulars, reviews and updates from various factions of Tea Industry.</li> </ul> <p>Along with the above, Directors were also made aware of the updates with relation to:</p> <ul style="list-style-type: none"> <li>• Tea Act, 1953 and Regulatory Guidelines issued by Tea Board under various Circular.</li> <li>• The Companies Act, 2013.</li> <li>• Various Circulars / Notifications etc. issued by SEBI with emphasis on SEBI Circular CIR/CFD/FAC/62/2016 dated 5<sup>th</sup> July,2016 and applicability of India Accounting Standards (IAS) on the Company.</li> <li>• The Companies (Accounting Standards) Amendment Rules, 2016 notified by Ministry of Corporate Affairs on 30<sup>th</sup> March,2016 with emphasis on AS-10</li> <li>• Food Safety and Standards Act, 2006 certificate dated 07/12/2018 valid upto 29/01/2024</li> <li>• Plant Protection Code.</li> <li>• Maximum Residue Levels.</li> <li>• Rain Forest Alliance</li> <li>• Verification certificate dated 12/04/2018 valid upto 11/04/2020 in accordance with the Trustee Code for</li> </ul>	<p>1</p> <p>2</p>
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			<p>Norben Tea Estate and Factory.</p> <ul style="list-style-type: none"><li>• The Circulars from Ministry of Corporate Affairs relating to IEPF Authority.</li><li>• The National Food Security Act, 2013 – the circular from Ministry of Law &amp; Justice (Legislative Department)</li><li>• Implementation of Goods and Services Tax (GST) Council and related Circulars from time to time</li></ul>	
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