



INTRASOFT TECHNOLOGIES LIMITED

CIN: L24133MH1996PLC197857

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Senapati Bapat Marg, Lower Parel, Mumbai – 400 013, Maharashtra, India

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FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS

Familiarisation programmes for Independent Directors

Preamble

The provisions of Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, mandates listed entities to organize familiarization program for the independent directors to familiarize with the company, their roles, rights, responsibilities, nature of the industry in which the company operates.

Purpose

The Program aims to provide insights of the Company to enable the Independent Directors to contribute significantly towards achieving goals set for the Company and to facilitate their active participation and taking decisions in various matters of the Company.

Overview of Familiarization Programmes – A continuing Education Process

- Overview of the Company;
- Committees of the Board and terms of reference of each of the Committees;
- Roles, Responsibilities and Duties of the Independent Directors under the Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015;
- Company's strategy, business model, operations, Organization structure, financial performance of the Company, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time;
- Applicability of various laws, Rules, Regulations and Acts to the Company and status of compliances thereunder.
- Meeting of Independent Directors with the Chairman and Managing Director, the Whole-time Director and the Chief Financial Officer to understand the process and functioning of the Board. Providing of latest Annual Reports, the Company's Code of Conduct, Code of Conduct for Fair Disclosures and Practices for prevention of Insider Trading, a tentative schedule of the Board and Committee Meetings.

Attendees

All the Members of the Board and Key Managerial Personnel

The Details of Familiarisation programmes held:

Date of program	Area covered
June 30, 2014	The E-Commerce Industry Business Strategy and Performance in the FY 2014-15
	The Technology used by the Company
March 19, 2016	The E-Commerce Industry, Business Strategies and performance and Future Outlook

	Industry Updates / Regulatory updates
	The Technology Upgradations by the Company
	Internal Control Systems and its adequacy and Risks and their management
March 18, 2017	Updatons on E-commerce Industry, Business Strategy and Performance and Future Outlook
	Industry Updates and Regulatory Updates
	The Technology Updatons by the Company
March 14, 2022	Updation on E-Commerce Industry and Business in USA E-Commerce Industry, Business Strategy, Performance and Future Outlook.
	Industry Updates, Regulatory Updates in India
	The Technology Updation, Market and Logistics Constraints during the Pandemic situation.

Details of attendance of Independent Directors in Familiarization Sessions:

Sr.No.	Name of Independent Director	No. of the Sessions attended		No. of hours spent in the Sessions attended	
		In FY 2021-2022	Cumulative till date	In FY 2021-2022	Cumulative till date
1	Mr.Anil Agrawal	1	4	2	6
2	Mr. Rupinder Singh	1	4	2	6
3	Ms. Savita Agarwal	1	4	2	6
4	Mr. Ashish Arun	1	1	2	2
5	Mr. Ashok Bhandari*	1	2	2	4

* Mr. Ashok Bhandari ceased to be an Independent Director of the Company wef 18.03.2022.