

## **FORCE MOTORS LIMITED**

CIN L34102PN1958PLC011172

Registered Office: Mumbai-Pune Road, Akurdi, Pune – 411 035.

### **FAMILIARISATION PROGRAMME FOR DIRECTORS FOR FINANCIAL YEAR 2018-19**

Under Regulation 46(2)(i) of the SEBI Listing Regulations, 2015, the Company to disseminate the details of familiarisation programmes imparted to the Independent Directors.

Pursuant to the above, the information for the Financial Year 2018-19 is being given as under:

#### **1. Information provided in the Board Meetings**

The Directors were updated with information in the Board Meetings held on 29<sup>th</sup> May 2018, 26<sup>th</sup> July 2018, 23<sup>rd</sup> August 2018, 25<sup>th</sup> October 2018, 13<sup>th</sup> February 2019 and 12<sup>th</sup> March 2019, through-

- A. Presentations made by the Senior Management Officials and Internal Auditors of the Company, covering different functions and areas of the business of the Company.
- B. Quarterly financial presentations made to the Board of Directors including information on business performance, operations, market share, financial parameters, working capital management, fund flows.
- C. Quarterly critical information made available to the Board of Directors including information on business strategies, company policies, senior management change, compliances, major litigation, changes in the regulatory provisions, if any.
- D. Interaction with the Statutory Auditors, Internal Auditors, Cost Accountant and Secretarial Auditors of the Company.
- E. Major developments in the areas of the Companies Act, 2013, SEBI Insider Trading Regulations, 2015 and SEBI Listing Regulations, 2015.

#### **2. Meeting of Independent Directors**

- A. The Independent Directors met on 13<sup>th</sup> February 2019 without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and to put forth their combined views to the Management.
- B. A detailed presentation was made on flow of information from the management to the Directors during the Financial Year 2018-19. The Independent Directors assessed the quality, quantity and timeliness of the information.

#### **3. Visits to plants**

Since 2015, following Plant visits were organized for the Directors -

- Visit to Chennai plant in July 2015
- Visit to Pithampur plant in March 2016
- Visit to Chakan plant in June 2016
- Visit to Akurdi Plant in July 2017
- Visit to Akurdi Plant (R & D Department) in November 2017
- Visit to Pithampur Plant in July 2018

#### **4. Disclosures to Stock Exchange**

Production data of the Company was circulated to the Directors on a monthly basis, in the first week of each month.

#### **5. Induction of new Director**

Independent Directors were made aware of their role, rights and responsibilities at the time of their appointment, through a formal letter of appointment, which also stipulates various terms and conditions of their engagement. Further copies of Code of Conduct, Policies adopted by the Board as per regulatory provisions were made available to them.