

**FORCE MOTORS LIMITED**  
Bombay Pune Road  
Akurdi, Pune – 411 035  
CIN L34102PN1958PLC011172

**FAMILIARISATION PROGRAMME FOR DIRECTORS**

PURPOSE AND OBJECTIVE OF THE PROGRAMME:

To provide insights into the Company to enable the Directors, specifically the Independent Directors to understand the Company's business in depth that would facilitate their active participation in managing the Company. This is in accordance with Schedule IV to the Companies Act, 2013 and the Listing Regulations by Securities and Exchange Board of India.

FAMILIARIZATION AND CONTINUING EDUCATION PROCESS:

- I. Familiarization Programme for Independent Directors includes (but not limited) to the following-
  - Vision/ Mission of the Company
  - Details of the Company
  - Shareholding pattern of the Company
  - Manufacturing Locations of the Company
  - Products of the Company
  - Market and customer profiles of the Company
  - Performance of the Company
  - Company's holding & subsidiary companies
  - Board of Directors of the Company and its composition
  - Key Managerial Personnel of the Company
  - Committees of the Board and their members
  - Code of conduct of the Company & Policies
  - Code, Criteria, Role, Responsibilities and other applicable provisions for Independent Directors.
- II. An Appointment Letter with details like the role, duties, responsibilities, remuneration, performance evaluation process, code of conduct is issued when new Independent Director is appointed.
- III. The Board of Directors has access to the information of the Company which is necessary to enable them to perform their role and responsibilities diligently.
- IV. Presentations are made by business heads of the Company from time to time on different functions and areas.
- V. Presentations are made regularly to familiarize the Directors with the strategy operations and functions of the Company, where Directors have an opportunity to interact with Senior Management Personnel.
- VI. Presentations cover inter alia results, budgets, business strategies, internal audit review, risk involved, company policies, senior management change, major litigation, subsidiary information, changes in regulatory environment applicable to the corporate sector and to the industry in which the company operates.
- VII. Quarterly presentations made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, compliances.
- VIII. Disclosures to Stock Exchange like Production data/ sales data of the Company are circulated to the Directors to provide updates.
- IX. Visit to Chennai Plant of the Company in July 2015.
- X. Visit to Pithampur Plant of the Company in March 2016 to enable them to understand the operations of the Plant.

- XI. The Independent Directors meet 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. They also have interaction with the Statutory Auditors, Internal Auditors, Cost Auditors, Secretarial Auditors of the Company.

REVIEW:

The familiarization process will be revised from time in order to provide more information to the Independent Directors to enable them to contribute significantly to the growth of the Company.

-----