



THE HI-TECH GEARS LTD.

CIN - L29130HR1986PLC081555

Corporate Office : Millennium Plaza, Tower-B, Sushant Lok-1, Sector-27, Gurugram - 122009, Haryana, INDIA Tel. : +91-(124) 4715100

Particulars of Familiarization Programme pursuant to Regulation 25(7) of The SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") for Financial Year 2021-22

The Company regularly conducts various familiarization programmes pursuant to Regulation 25(7) of The SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

In the Familiarization Programme, at the time of appointment of an Independent Director, a formal letter of appointment is given, which inter alia explains the role, functions, duties and responsibilities expected from him/her as an Independent Director of the Company.

Further in case of any changes in the Rules & Regulations or any business development which needs specialized insight, each Director is familiarized with full details and the effects of it.

During such programme, interactive sessions were also conducted, wherein the doubts of Directors were taken up and settled. The programmes were conducted normally at the end of scheduled board meetings, which lasted for considerable time. In the programme Executive Directors & other Directors were also invited, who imparted and shared their experiences as training & Value addition.

The details of familiarization programmes during the F.Y. 2021-22 are as under:

Sl No.	Date	Attendance	Areas Covered	Number of hours spent
1	29.06.2021	Mr. Deep Kapuria Mr. Anant Jaivant Talaulicar Mr. Pranav Kapuria Mr. Anuj Kapuria Mr. Ramesh Chandra Jain Mr. Anil Kumar Khanna Mr. Bidadhi Anjani Kumar Mr. Sandeep Dinodia Mr. Vinit Taneja Mr. Krishna Chandra Verma Mrs. Malini Sud Mr. Neville D'souza Mr. Prosad Dasgupta Mr. Vijay Mathur (CFO)	Independent Directors & KMP's were familiarized with relaxations / amendments in relation to various provisions of SEBI(LODR) Regulations, 2015, SEBI (SAST) Regulations, 2011, SEBI (D&P) Regulations, 2018 and Companies Act, 2013 on account of COVID-19 pandemic. Mr. Naveen Jain, Company Secretary provided the insight on above topics.	0.5 hour

Sl No.	Date	Attendance	Areas Covered	Number of hours spent
2	09.08.2021	Mr. Deep Kapuria Mr. Anant Jaivant Talaulicar	Independent Directors & KMP's were familiarized with the relaxations/amendments	0.5 hour

www.thehitechgears.com

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Work-III : Plot No. SP-146A, Industrial Complex, Bhiwadi - 301019 Rajasthan INDIA

Head Office : C-41/B, Kalkaji, New Delhi - 110019 INDIA

Subsidiaries : The Hi-Tech Gears Canada. Inc. 361, Speedvale Ave W. Guelph, ON N1H 1C7, CANADA
Teutech LLC. 227, Barton St. Emporium. PA 15834, USA



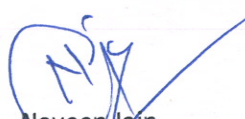
	Mr. Pranav Kapuria	in relation to various provisions SEBI (LODR) Regulations, 2015. Mr. Naveen Jain, Company Secretary provided the insight on above topics.	
	Mr. Anuj Kapuria		
	Mr. Ramesh Chandra Jain		
	Mr. Anil Kumar Khanna		
	Mr. Bidadi Anjani Kumar		
	Mr. Sandeep Dinodia		
	Mr. Vinit Taneja		
	Mr. Krishna Chandra Verma		
	Mrs. Malini Sud		
	Mr. Neville D'souza		
	Mr. Vijay Mathur (CFO)		

SI No.	Date	Attendance	Areas Covered	Number of hours spent
3	09.02.2022	Mr. Deep Kapuria Mr. Anant Jaivant Talaulicar Mr. Pranav Kapuria Mr. Anuj Kapuria Mr. Ramesh Chandra Jain Mr. Bidadi Anjani Kumar Mr. Sandeep Dinodia Mr. Vinit Taneja Mr. Krishna Chandra Verma Mrs. Malini Sud Mr. Rajiv Batra Mr. Vijay Mathur (CFO)	Independent Directors & KMP's were familiarized with the amendments/ changes relating to related party transactions (RPT) with reference to Notification No. SEBI/LAD-NRO/GN/2021/55 dated November 09, 2021. Mr. Naveen Jain, Company Secretary provided the insight on above topics.	1 hour

DETAILS OF FAMILIARISATION PROGRAM ATTENDED BY INDEPENDENT DIRECTORS:

NAME OF DIRECTORS	FINANCIAL YEAR 2021-22		CUMULATIVE TILL DATE	
	NO. OF PROGRAMMES	NO. OF HOURS	NO. OF PROGRAMMES	NO. OF HOURS
Mr. Anil Kumar Khanna	2	1	6	4.5
Mr. Sandeep Dinodia	3	2	8	6.5
Mr. Vinit Taneja	3	2	8	6.5
Mr. Krishna Chandra Verma	3	2	8	6.5
Mrs. Malini Sud	3	2	8	6.5
Mr. Neville D'Souza	1	1	1	2.5
Mr. Rajiv Batra	1	1	1	1

For and on behalf of The Hi-Tech Gears Limited


Naveen Jain
Company Secretary

