



STEEL AUTHORITY OF INDIA LIMITED

**POLICY FOR TRAINING OF
DIRECTORS**



POLICY FOR TRAINING OF DIRECTORS OF SAIL, 2016

1.0 Objective and Eligibility

The Training Policy aims at providing Orientation & Familiarization Programmes for newly appointed Directors and also to further strengthen the competence, skills and capabilities of Board level functioning at SAIL. It aims at enforcing leadership qualities and providing a platform to share the knowledge, skills and experience gained by the Directors.

2.0 Program Coverage, Frequency, Duration and Framework

Different HRD interventions/programmes will consider target population as per following category:

1. Newly appointed Functional and Non-executive Directors
2. Existing (Functional and Non-executive) Directors

2.1 Induction Training for Newly Appointed Board Members

The Company will arrange familiarization programme at Corporate Office or at a location as per the convenience of newly appointed Directors within 4 months of their appointment. Induction training will be imparted in form of structured presentation on different topics important to the role and responsibilities at their position. Although endeavor will be to cover all newly inducted Directors, the emphasis will be on Independent Directors. Company Secretary with help of Corporate HRD may organize this induction programme with in house faculty from the



concerned Directorates. Module will be based upon the topics listed below or as per the latest regulatory requirements from time to time.

2.1.1 Topics for the Induction Training Programme may include the following:

Topics
<ul style="list-style-type: none">• Overall view of the Company• Details of the Organization Structure• Company's Plants & Units• Product Portfolio• Financial and Operational Performance• Corporate Plan• Modernisation & Expansion Plan• Corporate Governance• Code of Conduct

2.1.2 Plant visit for having first-hand knowledge of the operations of the Plant(s) will be organized by Company Secretary in coordination with Corporate HRD/respective Plant.

2.2 For Existing Board Members:

The endeavor will be to provide training as per the convenience of Board members for a minimum period of three days in every three years through nomination in external programmes organized by various external agencies including DPE, SCOPE, IOD, etc. or at MTI Ranchi.

2.2.1 Director's Conclave:

Director's Workshop/conclave in the areas of Leadership, Strategy, Corporate Governance, Risk



Management etc. will be designed and conducted by MTI Ranchi with help of suitable experts, as per need.

2.2.2 Nomination to specialized programmes

Corporate HRD in coordination with Company Secretary would identify and nominate Directors to specialized training programmes conducted by reputed agencies/institutes.

2.3 Other initiatives

Also, various interaction with Industry experts and experts from reputed consulting agencies/institutes will be organized which shall guide the Directors on myriad of subjects ranging from Performance Management, Talent Management, Motivation and Retention, Negotiation, Competition Law, Sustainability, CSR, Business plan, challenges before the steel sector etc., as and when required.

3.0 Budget

All expenditure incurred on Training Program at MTI, for Board Members with respect to faculty honorarium, transport, boarding and lodging, course material, hospitality and venue will be borne by MTI, Ranchi. However, cost of participation fee for Directors nominated in external programmes will be borne by Corporate Office.

4.0 The process owner for implementation of the above Policy will be Corporate HRD in association with Company Secretary.
