



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 E-mail: secretarial@thehitechgears.com

Particulars of Familiarization Programme pursuant to Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("LODR") for Financial Year 2024-25.

The Company regularly conducts various familiarization programmes pursuant to Regulation 25(7) of the LODR.

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. 2024-25 are as under:

Sr. No.	Date	Attendance	Areas Covered	Number of hours spent
1.	29.05.2024	Mr. Deep Kapuria	Directors (Including Independent Directors) & KMP's were familiarized with relaxations/amendments in relation to various provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. Mr. Naveen Jain, Company Secretary provided the insight on above topics.	1 hour
		Mr. Anant Jaivant Talaulicar		
		Mr. Pranav Kapuria		
		Mr. Anuj Kapuria		
		Mr. Sandeep Dinodia		
		Mr. Krishna Chandra Verma		
		Mr. Vinit Taneja		
		Mr. Kawal Jain		
		Mr. Amresh Kumar Verma		
		Mrs. Malini Sud		
		Mr. Bidadi Anjani Kumar		
		Mr. Anil Kumar Khanna		
		Mr. Rajiv Batra		
		Mr. Kapil Rajora (CFO)		

Sr. No.	Date	Attendance	Areas Covered	Number of hours spent
2.	06.08.2024	Mr. Deep Kapuria	Directors (Including Independent Directors) & KMP's were familiarized with relaxations/amendments in relation to various provisions of the Companies Act, 2013 and MSME Development Act, 2006. Mr. Naveen Jain, Company Secretary provided the insight on above topics.	0.5 hour
		Mr. Anant Jaivant Talaulicar		
		Mr. Pranav Kapuria		
		Mr. Anuj Kapuria		
		Mr. Sandeep Dinodia		
		Mr. Krishna Chandra Verma		
		Mr. Vinit Taneja		
		Mr. Kawal Jain		
		Mr. Bidadi Anjani Kumar		
		Mr. Rajiv Batra		
		Mr. Kapil Rajora (CFO)		

www.thehitechgears.com

Works-I: A-589, Industrial Complex, Bhiwadi - 301 019 Rajasthan INDIA Tel.: +91(1493) 265000

Regd. Office & Works-II: Plot No. 24, 25, 26 Sector-7, IMT Manesar - 122050 Gurugram, Haryana INDIA Tel.: +91(124) 4715200

Works-III: Plot No. SP-145A, Industrial Complex, Bhiwadi - 301019 Rajasthan 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



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Sr. No.	Date	Attendance	Areas Covered	Number of hours spent
3.	13.02.2025	Mr. Deep Kapuria Mr. Anant Jaivant Talaulicar Mr. Pranav Kapuria Mr. Girish Narang Mr. Kawal Jain Mr. Bidadi Anjani Kumar Mr. Rajiv Batra Mrs. Suchitra Rajendra Mr. Sameer Gupta Mr. Arjun Juneja Mr. Vikram Jaisinghani Mr. Kapil Rajora (CFO)	Directors (Including Independent Directors) & KMP's were familiarized with relaxations/ amendments in relation to various provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI (Prohibition of Insider Trading) Regulations, 2015. Mr. Naveen Jain, Company Secretary provided the insight on above topics.	0.75 hour (45 min.)

DETAILS OF FAMILIARISATION PROGRAM ATTENDED BY INDEPENDENT DIRECTORS:

NAME OF DIRECTORS	FINANCIAL YEAR 2024-25		CUMULATIVE TILL DATE	
	NO. OF PROGRAMMES	NO. OF HOURS	NO. OF PROGRAMMES	NO. OF HOURS
Mr. Rajiv Batra	3	2.25	10	8.25
Mr. Sameer Gupta	1	0.75	1	0.75
Mr. Arjun Juneja	1	0.75	1	0.75
Mr. Vikram Jaisinghani	1	0.75	1	0.75
Mrs. Malini Sud	1	1	15	12.5
Mrs. Suchitra Rajendra	1	0.75	1	0.75
Mr. Sandeep Dinodia	2	1.5	16	13
Mr. Vinit Taneja	2	1.5	16	13
Mr. Anil Kumar Khanna	1	1	12	10
Mr. Krishna Chandra Verma	2	1.5	16	13

For and on behalf of The Hi-Tech Gears Limited



Naveen Jain
Company Secretary

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