



Hotel Greenfields

VELAN HOTELS LIMITED

41, Kangayam Road, Tirupur - 641 604

Phone : 0091 - 421 - 43 11 111

E-Mail : accounts@velanhotels.com

Web : www.velanhotels.com

GSTIN : 33 A A C V 8 4 4 9 H 3 Z 3

CIN : L55101TZ1990PLC002653

Familiarization Program for independent Directors

Held on Monday, the 11th March 2024 at 10.00 a.m.

Present:

- Mr.E.V.Muthukumara Ramalingam - Managing Director
- Mr.P.Ganesan - Independent Director
- Mr.S.P.Sivanandam - Independent Director
- Mr.Nagaraj Saveethkumar – Independent Director

Mr.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization program for Independent Directors to enable the independent Directors to understand the company's business in depth that would facilitate their active Participation:

The main aspects of the program as enumerated by Mr.E.V.Muthukumara Ramalingam are

- ❖ The Strategy, models, operation and functions of the Company.
- ❖ The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- ❖ Broadly, explained the status of the hotel situate at Tirupur.
- ❖ Mr.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including senior Management and independent Directors, Code of Conduct of insider Trading were furnished to the independent Directors for them to understand and follow the procedures prescribed therein.
- ❖ Briefly, Mr.E.V.Muthukumara Ramalingam' Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Directors in such programs:

Cumulative Hours of Previous Program	Hours of this program	Cumulative Hours
2.85 Hours	0.30 hours	3.15 hours

For **VELAN HOTELS LIMITED**

M. Sivanandam

Company Secretary



VELAN HOTELS LIMITED

Registered Office: 41, Kangeyam Road, Tirupur - 641 604

Tel: +91-0421- 431 1111; Fax: +91-0421-2424434;

Email: accounts@velanhotels.com; Website: www.velanhotels.com

GSTIN : 33AAACV8449H3Z3 / CIN : L55101TZ1990PLC2653

Familiarization Program for independent Directors

Held on Monday, the 27th March 2023 at 10.00 a.m.

Present:

Mr.E.V.Muthukumara Ramalingam - Managing Director

Mr.P.Ganesan - Independent Director

Mr.S.P.Sivanandam - Independent Director

Mr.Nagaraj Saveethkumar – Independent Director

Mr.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization program for Independent Directors to enable the independent Directors to understand the company's business in depth that would facilitate their active Participation:

The main aspects of the program as enumerated by Mr.E.V.Muthukumara Ramalingam are

- ❖ The Strategy, models, operation and functions of the Company.
- ❖ The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- ❖ Broadly, explained the current status of the hotel situate at Tirupur.
- ❖ Mr.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including senior Management and independent Directors, Code of Conduct of insider Trading were furnished to the independent Directors for them to understand and follow the procedures prescribed therein.
- ❖ Briefly, Mr.E.V.Muthukumara Ramalingam' Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Directors in such programs:

Cumulative Hours of Previous Program	Hours of this program	Cumulative Hours
2.40 Hours	0.45 hours	2.85 hours

For VELAN HOTELS LIMITED

M. Srinivasan

Company Secretary



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GSTIN : 33AAACV8449H3Z3 / CIN : L55101TZ1990PLC2653

Familiarization Program for independent Directors

Held on Friday, the 18th March 2022 at 10.00 a.m.

Present:

Mr.E.V.Muthukumara Ramalingam - Managing Director

Mr.P.Ganesan - Independent Director

Mr.S.P.Sivanandam - Independent Director

Mr.Nagaraj Saveethkumar – Independent Director

Mr.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization program for Independent Directors to enable the independent Directors to understand the company's business in depth that would facilitate their active Participation:

The main aspects of the program as enumerated by Mr.E.V.Muthukumara Ramalingam are

- ❖ The Strategy, models, operation and functions of the Company.
- ❖ The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- ❖ Broadly, explained the status of the hotel situated at Tirupur.
- ❖ Mr.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including senior Management and independent Directors, Code of Conduct of insider Trading were furnished to the independent Directors for them to understand and follow the procedures prescribed therein.
- ❖ Briefly, Mr.E.V.Muthukumara Ramalingam' Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Directors in such programs:

Cumulative Hours of Previous Programs	Hours of this program	Cumulative Hours
2.10 Hours	0.30 hours	2.40 hours

For VELAN HOTELS LIMITED

M. Srinivasan

Company Secretary



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Familiarization Program for Independent Directors

Held on Wednesday, the 24th March 2021 at 5'00 p.m.

Present:

Sri.E.V.Muthukumara Ramalingam - Managing Director
Sri,P.Ganesan - Independent Director
Sri. S,sivanandam - Independent Director

Sri.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization program for Independent Directors to enable the Independent Directors to understand the company's business in depth that would facilitate their active participation:

The main aspects of the program as enumerated by Sri.E.V.Muthukumara Ramalingam are:

- ❖ The Strategy, models, operation and functions of the Company' '.
- ❖ The Company's business, market scenario, finance, human resources, technology facility and risk management policy
- ❖ Broadly, explained the status of operations of the hotels situate at Tirupur and Coonoor.
- ❖ Sri.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including senior Management and Independent Directors, Code of Conduct of insider Trading were furnished to the independent Directors for them to understand and follow the procedures prescribed therein .
- ❖ Briefly, Sri.E.V.Muthukumara Ramalingam, Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by Independent Directors in such programs:

Cumulative Hours of previous programs	Hours of this program	Cumulative Hours
1.80 hours	0.30 hours	2.10 hours

For VELAN HOTELS LIMITED

M. Srinivasan
Company Secretary



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Familiarization Program for Independent Directors

Held on Monday, the 23rd March, 2020 at 5.00 p.m.

Present :

Sri.E.V.Muthukumara Ramalingam – Managing Director
Sri.P.Ganesan – Independent Director
Sri.S.Sivanandam – Independent Director
Sri.Giri Balasubramanian – Independent Director

Sri.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization program for Independent Directors to enable the Independent Directors to understand the Company's business in depth that would facilitate their active participation :

The main aspects of the program as enumerated by Sri.E.V.Muthukumara Ramalingam are:

- The Strategy, models, operation and functions of the Company.
- The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- Broadly, explained the operations which are carried out in the hotels situated at Tirupur and Coonoor.
- Sri.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including Senior Management and Independent Directors, Code of Conduct of Insider Trading were furnished to the Independent Directors for them to understand and follow the procedures prescribed therein.
- Briefly, Sri.E.V.Muthukumara Ramalingam, Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Director in such programs:

Cumulative Hours of Previous programs	Hours of this program	Cumulative hours
1.50 hours	0.30 hours	1.80 hours

For VELAN HOTELS LIMITED

M. Srinivasan
Company Secretary



Hotels

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Familiarization Programme for Independent Directors

Held on Monday, the 25th March, 2019 at 5.00 p.m.

Present :

Sri.E.V.Muthukumara Ramalingam – Managing Director

Sri.P.Ganesan – Independent Director

Sri.S.Sivanandam – Independent Director

Sri.Giri Balasubramanian – Independent Director

Sri.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization programme for Independent Directors to enable the Independent Directors to understand the Company's business in depth that would facilitate their active participation :

The main aspects of the programme as enumerated by Sri.E.V.Muthukumara Ramalingam are:

- The Strategy, models, operation and functions of the Company.
- The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- Broadly, explained the operations which are carried out in the hotels situated at Tirupur and Coonoor.
- Sri.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including Senior Management and Independent Directors, Code of Conduct of Insider Trading were furnished to the Independent Directors for them to understand and follow the procedures prescribed therein.
- Briefly, Sri.E.V.Muthukumara Ramalingam, Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Director in such programmes:

Cumulative Hours of Previous programmes	Hours of this programme	Cumulative hours
1.20 hours	0.30 hours	1.50 hours

For **VELAN HOTELS LIMITED**

M. Srinivasan
Company Secretary



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CIN : L55101TZ1990PLC002653

Familiarization Programme for Independent Directors

Held on Tuesday, the 13th February, 2018 commenced at 2.30 p.m. (forming part of proceeding of Board meeting)
In addition to the above, the programs were conducted at all the board meetings where accounts are adopted.

Present :

Sri.E.V.Muthukumara Ramalingam – Managing Director

Sri.P.Ganesan – Independent Director

Sri.S.Sivanandam – Independent Director

Sri.Giri Balasubramanian – Independent Director

Sri.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization programme for Independent Directors to enable the Independent Directors to understand the Company's business in depth that would facilitate their active participation :

The main aspects of the programme as enumerated by Sri.E.V.Muthukumara Ramalingam are:

- The Strategy, models, operation and functions of the Company.
- The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- Broadly, explained the operations which are carried out in the hotels situated at Tirupur and Coonoor.
- Sri.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including Senior Management and Independent Directors, Code of Conduct of Insider Trading were furnished to the Independent Directors for them to understand and follow the procedures prescribed therein.
- Briefly, Sri.E.V.Muthukumara Ramalingam, Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Director in such programmes:

Cumulative Hours of Previous programmes	Hours of this programme	Cumulative hours
0.90 hours	0.30 hours	1.20 hours

For VELAN HOTELS LIMITED

M. Srinivasan
Company Secretary



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Familiarization Programme for Independent Directors

Held on Friday, the 10th February, 2017 commenced at 12.05 p.m. (forming part of proceeding of Board meeting)
In addition to the above, the programs were conducted at all the board meetings where accounts are adopted.

Present :

Sri.E.V.Muthukumara Ramalingam – Managing Director

Sri.P.Ganesan – Independent Director

Sri.S.Sivanandam – Independent Director

Sri.Giri Balasubramanian – Independent Director

CIN:L55101TZ1990PLC002653

Sri.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization programme for Independent Directors to enable the Independent Directors to understand the Company's business in depth that would facilitate their active participation :

The main aspects of the programme as enumerated by Sri.E.V.Muthukumara Ramalingam are:

- The Strategy, models, operation and functions of the Company.
- The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- Broadly, explained the operations which are carried out in the hotels situated at Tirupur, Coonoor and Coimbatore.
- Sri.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including Senior Management and Independent Directors, Code of Conduct of Insider Trading were furnished to the Independent Directors for them to understand and follow the procedures prescribed therein.
- Briefly, Sri.E.V.Muthukumara Ramalingam, Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Director in such programmes:

Cumulative Hours of Previous programmes	Hours of this programme	Cumulative hours
0.60 hours	0.30 hours	0.90 hours

For **VELAN HOTELS LIMITED**

M. Srinivasan
Company Secretary



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E-mail : info@velanhotels.com

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TIN : 3 3 8 7 2 4 0 1 0 4 2

CST No. : 315147 Dt. 18-11-91

CIN : L55101TZ1990PLC002653

Familiarization Programme for Independent Directors

Held on Friday, the 12th February, 2016 at 5.00 p.m.

Present :

Sri.E.V.Muthukumara Ramalingam – Managing Director

Sri.P.Ganesan – Independent Director

Sri.S.Sivanandam – Independent Director

Sri.Giri Balasubramanian – Independent Director

Sri.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization programme for Independent Directors to enable the Independent Directors to understand the Company's business in depth that would facilitate their active participation :

The main aspects of the programme as enumerated by Sri.E.V.Muthukumara Ramalingam are:

- The Strategy, models, operation and functions of the Company.
- The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- Broadly, explained the operations which are carried out in the hotels situated at Tirupur, Coonoor and Coimbatore.
- Sri.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including Senior Management and Independent Directors, Code of Conduct of Insider Trading were furnished to the Independent Directors for them to understand and follow the procedures prescribed therein.
- Briefly, Sri.E.V.Muthukumara Ramalingam, Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Director in such programmes:

Cumulative Hours of Previous programmes	Hours of this programme	Cumulative hours
0.30	0.30 hours	0.60 hours

For **VELAN HOTELS LIMITED**

M. Srinivasan

Company Secretary



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TIN : 3 3 8 7 2 4 0 1 0 4 2

CST No. : 315147 Dt. 18-11-91

CIN : L55101TZ1990PLC002653

Familiarization Programme for Independent Directors

Held on Monday, the 30th March, 2015 at 5.00 p.m.

Present :

Sri.E.V.Muthukumara Ramalingam – Managing Director

Sri.P.Ganesan – Independent Director

Sri.S.Sivanandam – Independent Director

Sri.Giri Balasubramanian – Independent Director

Sri.E.V.Muthukumara Ramalingam, Managing Director conducted the familiarization programme for Independent Directors to enable the Independent Directors to understand the Company's business in depth that would facilitate their active participation :

The main aspects of the programme as enumerated by Sri.E.V.Muthukumara Ramalingam are:

- The Strategy, models, operation and functions of the Company.
- The Company's business, market scenario, finance, human resources, technology facility and risk management policy.
- Broadly, explained the operations which are carried out in the hotels situated at Tirupur, Coonoor and Coimbatore.
- Sri.E.V.Muthukumara Ramalingam, Managing Director also pointed out that the text of Professional Code of Conduct including Senior Management and Independent Directors, Code of Conduct of Insider Trading were furnished to the Independent Directors for them to understand and follow the procedures prescribed therein.
- Briefly, Sri.E.V.Muthukumara Ramalingam, Managing Director explained the roles, rights and responsibilities of the Independent Directors.

Details of number of hours spent by independent Director in such programmes:

Cumulative Hours of Previous programmes	Hours of this programme	Cumulative hours
Nil	0.30 hours	0.30 hours

For VELAN HOTELS LIMITED

M. Srinivasan

Company Secretary