

## **FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS**

The policy on Familiarization Program for the Independent Directors has been adopted by the Board of Directors of the Company pursuant to Clause 49 of the Listing Agreement.

### **PURPOSE**

The Policy shall familiarize Independent directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business mode of the Company, etc. through various programs.

### **FAMILIARIZATION PROCESS**

- 1 All independent directors of the Company are made aware of their roles, responsibilities and liabilities at the time of appointment/re-appointment through Formal Letter of Appointment, which also stipulates various terms and conditions of their engagement.
- 2 Each member of the Board, including the independent director have been given complete access to any information relating to the Company, whenever they so request.
- 3 The Company provides necessary documents/reports and internal policies to enable them to familiarize with the Company's procedure and practices.
- 4 The Company through its Key Managerial Personnel/Senior Managerial Personnel make presentations, from time to time, to the Board and its Committee.
- 5 Such presentation inter-alia, covering business strategies, business model, various polices, finance, human resources, organization structure, quarterly and annual results, budgets, review of Internal Audit, risk management framework, and such other areas as may arise from time to time, provide an opportunity to the Independent Directors to interact with the members of the Senior Management.
- 6 The Company provides specific regulatory updates, from time to time, and circulate news and articles related to the industry.
- 7 The Company conduct an introductory familiarization program/presentation whenever a new Independent Director comes on the Board.

### **DISCLOSURE OF THE POLICY**

The Policy shall be uploaded on the Company's website for public information and a web link for the same shall be provided in the Annual Report of the Company.

### **REVIEW OF THE PROGRAM**

The Board will review the program and make revisions/amendments as may be required or deemed necessary from time to time.