



FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

Preamble:

In terms of Clause 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the “Listing Regulations”), the Company is required to familiarize the Independent Directors with the business and operations of the Company, including the following:

- nature of the industry in which the listed entity operates;
- business model of the listed entity;
- roles, rights, responsibilities of Independent Directors; and
- any other relevant information

This programme aims to provide the Independent Directors insights into the Company to enable them to understand the Company’s business and operations so that they are able to play a meaningful role in the overall governance processes of the Company.

Familiarization Process:

- All the Independent Directors are made aware of their roles and responsibilities at the time of appointment through a formal letter of appointment, which also stipulates various terms and conditions of their engagement.
- The Company in its every Board meeting allocates considerable amount of time, to familiarize the Independent Directors with the strategy, operations of various businesses processes and departments of the Company. The presentations at the Board Meetings include updates on risk management, company’s policies, performance of the various products, quarterly performance report which includes information on business performance, operations, financial parameters, litigations, compliances, and information related to subsidiaries
- Further, all of the Independent Directors on the Board are also part of one or more statutory committee(s) prescribed by the Securities and Exchange Board of India / Ministry of Corporate Affairs under the Listing Regulations and the Companies Act, 2013. The Board members of such committee(s) are also provided with a detailed functioning of the related area of operation that is governed by the respective committee.
- Such programs / presentations provide an opportunity to the Independent Directors to interact with the senior leadership team of the Company and help them to understand the Company’s strategy, business model, operations, investor relations, markets, organization structure, finance, human resources, technology and risk management and such other areas as may arise from time to time;
- The programmes/presentations also familiarise the Independent Directors with their roles, rights and responsibilities.

Summary of Familiarization programme of Independent Directors:

During the year	Number of programmes attended by Independent Directors	Number of hours spent by Independent Directors in such programmes
2015-16	5	12
2016-17	5	15
2017-18	5	12.5
2018-19	6	17
2019-20	5	15
2020-21	6	17
2021-22	5	12.5
Cumulative till date	37	101
