

## **FAMILIRASATION PROGRAMME FOR INDEPENDENT DIRECTOR**

### **PURPOSE AND OBJECTIVE OF THE PROGRAMMES**

To provide insights into the Company to enable the Independent Directors to understand the Company’s business in depth that would facilitate their active participation in managing the Company.

### **FAMILIARIZATION AND CONTINUING EDUCATION PROCESS**

The Company through its Managing Director / Executive Director / Key Managerial Personnel conducts Programmes / Presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company. Such Programmes /Presentations provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company’s strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

The Programmes / Presentations also familiarises the Independent Directors with their roles, rights and responsibilities. When a new Independent Director comes on the Board of the Company, a meeting is arranged with the Chairperson, Managing Director, Chief Financial Officer to discuss the functioning of the Board and the nature of the operation of the Company’s business activities. A detailed Appointment Letter incorporating the role, duties, Code of Conduct and obligations on disclosures, is issued for the acceptance of the Independent Directors.

Details of Familiarization session held pursuant to the policy are as follows:

	<b>During the Year</b>	<b>Cumulative till date</b>
Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date)	1	6
Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)	1.5 hour	22.5 hours