

FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS

The Schedule IV of the Companies Act, 2013 and clause 49 of the Listing Agreement entered into with the stock exchanges mandates the Company to familiarise the Independent Directors with the Company, their roles, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company etc. through various programmes.

1. Objective:

The programme aims to provide insight into the Company to enable the Independent Directors to understand its business and operations in depth and contribute significantly to the growth of the Company.

2. Applicability:

The above programme will be conducted for new and continuing Independent Directors of the Company.

3. Familiarisation Process:

The Company shall through its Executive Directors/Senior Management Personnel conduct programme/presentation periodically to familiarise the Independent Directors with the strategy, operations and functions of the Company.

Such programmes/presentations will 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, service and product offerings, markets, organisation structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

The programmes/presentations shall also familiarise the Independent Directors with their roles, rights and responsibilities.

The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time.

The Company may conduct introductory familiarisation programmes/presentations when a new Independent Director comes on the Board of the Company.

4. Programme:

Familiarisation programme will be conducted on a need basis during the year.

The Company also issues appointment letter to the Independent Directors which also incorporates their role, duties and responsibilities.

5. Review/Amendment of the Programme:

The Board of Directors will review/amend this programme and make changes as and when it deems necessary.