

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

Purpose

The Program aims to provide insights into the Company to enable the Independent Directors for familiarizing with their roles, rights, responsibilities in the Company, nature of industry, in which the Company operates its business model through various programmes and understand its business in depth and contribute significantly to the Company.

Overview of the familiarization Programme

All Independent Directors are aware and further updated about their roles, rights, responsibilities in the Company. The appointment letter issued to Independent Directors inter alia sets out the expectation of the Board from the appointed director, their fiduciary duties and the accompanying liabilities that come with the appointment as a director of the Company.

The Company through its executive directors / managerial personnel conducts programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.

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, 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 Company will conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company;

Each director of the Company has complete access to any information relating to the Company. Independent Directors have the freedom to interact with the Company's management. They are given all the documents sought by them for enabling a good understanding of the Company, its various operations and the industry segments of which it is a part. Further, they meet without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman.

New Independent Directors are provided with copy of latest Annual Report, Code of Conduct, Code of Conduct for Prevention of Insider Trading and Code of Corporate Disclosure Practices.
