

Familiarization Programme for Independent Directors

Preamble

Pursuant to the requirements of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('Listing Regulations'), the Company has put in place a system to familiarise the independent directors with various aspects of the Company, which, *inter-alia*, includes:

- (a) Nature of the financial service sector;
- (b) Business model of the Company;
- (c) Roles, rights and responsibilities of independent directors; and
- (d) Any other relevant information required by independent directors to discharge their functions.

Objective

The objective of a familiarization programme is to ensure that the independent directors are updated on the business environment and overall operations of the Company. The familiarization program shall aim at helping the independent directors to understand their roles, functions, rights and responsibilities.

Trainings / Presentations / Updates

The independent directors are periodically given formal orientation and training with respect to the Company's vision, strategic direction, core values including ethics, corporate governance practices financial matters and business operations. The directors are facilitated to get familiar with the Company's functions at the operational levels. Periodic presentations are made at the Board and Committees Meetings, on business and performance updates of the Company, global business environment, business strategy and risks involved. The independent directors are provided with the necessary documents / brochures, reports and internal policies to enable them to familiarise with the Company's procedures and practices.

Periodic updates and training programs for independent directors are also conducted on relevant statutory changes and landmark judicial pronouncements encompassing important laws.

The roles, functions, duties, rights and responsibilities of the independent directors shall be as per the provisions of the Companies Act, 2013 read with Schedule IV and the Listing Regulations, are incorporated in the terms and conditions associated with the appointment.

Details of familiarization programmes attended and number of hours spent by the Independent Directors for the F.Y. 2018-19:

Sr. No.	Name of Independent Director	Numbers of programmes attended		Numbers of hours spent in such programmes	
		F.Y. 2018-19	Cumulative till F.Y. 2018-19	F.Y. 2018-19	Cumulative till F.Y. 2018-19
1.	Mr. Rajendra P. Chitale	11	11	5:55	5:55
2.	Dr. Bidhubhusan Samal	11	11	5:55	5:55
3.	Mr. V. N. Kaul	11	11	5:55	5:55
4.	Ms. Chhaya Virani	9	9	4:35	4:35