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### **FAMILIARISATION PROGRAMME FOR DIRECTORS**

The Company has an established process wherein the Board Members are regularly briefed and updated on Company's ongoing activities and business performance on a periodic basis. At various Board Meetings, certain time slots are blocked to update the Board Members on areas like the business strategy, business operations, sales reach, talent management, risk management framework, business continuity planning, litigation update, competition update, etc.

The Company also has a familiarization programme for its Independent Directors at the time of their joining the organization to enable them to understand the business the Company operates in. A familiarisation Programme was conducted for Mr. Subramanian Madhavan, who joined the Board as an Independent Director on September 25, 2018

The Board is also updated periodically on Related Party Transactions and their rationale, Litigation update, various Policies and Standard Operating Procedures of the Company, Entity Level Risk, Risk Mitigation Plans, etc.