

# **HARYANA CAPFIN LIMITED**

## **FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS**

### **PURPOSE OF THE PROGRAMME**

The Company shall familiarize its Independent Directors (IDs) with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc. Accordingly, the Company shall follow structured orientation and training programme for the IDs.

### **FAMILIARIZATION PROCESS**

Haryana Capfin Limited believes that a Board which is well informed/familiarized with Company contributes significantly to the Company.

- All Independent Directors of the Company are made aware of their role, responsibilities in the Company alongwith industry, business, operations and business model of the Company and also liabilities at the time of appointment/ re-appointment through formal Letter of Appointment, which also stipulates various terms and conditions of their engagement. It also includes the familiarization with important statutory & regulatory provisions, code of conduct and other policies of Company applicable to them.
- Updates on relevant regulatory changes and new development such as SEBI Regulations, Companies Act etc. from time to time. Presentations in this regard are either made in the Board Meeting or one to one meeting with IDs.
- Detailed updates on business (achievements/awards & recognition/new products/expansion/ strategy/budgets), industry, operations, technology & financial statements of the Company, major litigation, compliances, subsidiary information in its quarterly Board/Committee meeting.
- The Company provides the Directors opportunity to visits Company's plant from time to time and also they 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 operation and industry segments.

### **DISCLOSURE**

The details of the familiarization programmes shall be uploaded on the Company's website and web link for the same shall be given in the Annual report of the Company.