

EMKAY GLOBAL FINANCIAL SERVICES LIMITED

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

PURPOSE AND OBJECTIVE OF THE PROGRAMME

- To provide insights into the Company to enable the Independent Directors to understand the Company's business in depth and contribute significantly to the Company

FAMILIARIZATION AND CONTINUING EDUCATION PROCESS

- The Company through its Managing Director / Senior Key Managerial Personnel conducts programmes periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.
- Such programmes provide an opportunity to the Independent Directors to interact with the Senior Management 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 programmes also familiarises the Independent Directors with their roles, rights and responsibilities.
- When a new Independent Director comes on the Board of the Company, a meeting is arranged with the Chairperson, Managing Directors, Chief Financial Officer to discuss the functioning of the Board and the nature of the operation of the Company's business activities.

- New Independent Directors are provided with copy of latest Annual Report, necessary documents/ brochures, reports and internal policies of the Company to enable them to familiarize with the Company's procedures and practices.
- A formal Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process, insurance cover, Code of Conduct and obligations on disclosures, is issued for the acceptance of the Independent Directors.

OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS

- The Company through its Managing Director/s conducts periodical meetings to familiarize the Independent Directors with the strategy operations and functions of the Company
- Quarterly meetings on operations with the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management changes, major litigation, compliances, subsidiary information, regulatory scenario etc.