



FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

1. PREAMBLE

- 1.1 In terms of Regulations of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is required to familiarize its Independent Directors 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. through various programmes.
- 1.2 Also, in terms of Schedule IV of the Companies Act, 2013 the Independent Directors are required to undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

2. FAMILIARIZATION FRAMEWORK FOR INDEPENDENT DIRECTORS

- 2.1 The Company has over the years, been familiarizing the Independent Directors on its Board, on a quarterly basis, with detailed presentations on the Company, its operations and business plans, the nature of industries in which the Company operates and the model of its respective businesses. Presentations, inter alia, cover business strategies, management structure, HR policy, management development and succession planning, quarterly and annual results, budgets, treasury policy, review of Internal Audit, risk management framework, operations of subsidiaries, etc.
- 2.2 Apart from these quarterly interactions, the Company also schedules additional Board Meetings at which specific aspects of the Company's business plans and future outlook are reviewed and discussed.

- 2.3 Whenever Independent Directors desire to meet with any of the Business Heads or Members of Senior Management Team, the same is also facilitated.
- 2.4 The Independent Directors are sensitized on their roles, rights and responsibilities in the Company.
- 2.5 The Company also provide regular updates on relevant changes in Company Law and the Listing Agreement to ensure that its Independent Directors are kept abreast on these regulations.
- 2.6 All our directors are updated as and when required, of their role, responsibilities & liabilities.
- 2.7 Directors are also informed of the various developments in the Company through e-mails, conference calls etc.

3. DISCLOSURE OF THE PROGRAMME

- 3.1 The Company shall comply with such disclosure requirements relating to this Programme may be stipulated under applicable regulatory requirements. As per existing regulatory requirements, in compliance with the terms of Regulations of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the details of this Programme shall be uploaded on the website of the Company at www.3i-infotech.com and a web link thereto shall be provided in the Company's Annual Report.