

**POLICY FOR FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS OF  
NAVI FINSERV LIMITED**

<b>Version No</b>	PPFID/3.0/2024-25
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<b>Policy owner</b>	Secretarial Department
<b>Approved by</b>	Board of Directors
<b>Periodicity of Review</b>	Annual

<b><u>Date of Review / Amendments</u></b>	<b><u>Particulars</u></b>	<b><u>Next date of review</u></b>
March 27, 2025	Review of the Policy	March 26, 2026

1. **Objective**

This Policy outlines the contours of the familiarization programme for Independent Directors pursuant to Regulation 25 (7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015 (“**Listing Regulations**”). The familiarization programme seeks to update the Independent Directors on the roles, responsibilities, rights and duties under the Companies Act 2013, Listing Regulations and other relevant legislations, and to provide information regarding the nature of the industry in which the Company operates, and its business model.

The terms not otherwise defined herein, but capitalized shall have the meaning ascribed to them under the Listing Regulations and Companies Act, 2013.

2. **Induction, Training and Familiarization Programme for Independent Directors:**

2.1 **At appointment**

- (a) On appointment, the concerned Independent Director shall be issued a Letter of Appointment setting out in detail, the terms of appointment, duties, responsibilities and expected time commitments.
- (b) Each newly inducted Independent Director to the Board is required to participate in a formal orientation session. The Managing Director, Chief Executive Officer and other Senior Management personnel provide an overview of operations, and familiarise the Independent Directors on matters related to the Company’s values and commitments, the industry in which the Company operates, and its business model.
- (c) On appointment, Independent Directors are provided the following:
  - (i) Charter Documents of the Company
  - (ii) Annual Reports for the last three financial years preceding such appointment
  - (iii) Code of Conduct for Directors and Senior Management Personnel

Further, the oriented session covers the organizational chart of the Company and the profile of all the Directors and the Senior Management of the Company, and an introduction with the other Independent Directors.

- 2.2 Post appointment, each Independent Director of the Company has complete access to any information relating to the Company. Independent Directors 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 various operations and the industry segments of which it is a part.
- 2.3 On an annual basis, Independent Directors shall meet without the presence of the Company's Senior Management personnel to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman of the Board, and Managing Director of the Company.

- 2.4 The Company conducts regular strategy and business sessions with Directors covering specific areas to provide the Directors with a granular view of the Company's operations, latest industry trends, and other matters relevant to the business of the Company. These sessions are conducted by the Senior Management of the Company.

3. **Review and Disclosures**

- 3.1 This Policy shall be reviewed by the Board annually. Any amendments to the Policy shall be approved by the Board of Directors.
- 3.2 This Policy shall be disclosed on the website of the Company.
- 3.3 The details of the Familiarization Programmes conducted by the Company will be disclosed on the website of the Company and a web link thereto shall also be given in the annual report of the Company.
- 3.4 Further, the Company shall disclose on its website, (i) details of familiarization programmes imparted to independent directors including (i) the number of programmes attended by independent directors (during the year and on a cumulative basis till date), (ii) number of hours spent by independent directors in such programmes (during the year and on cumulative basis till date), and (iii) other relevant details