

GRAMEEN KOOKA FINANCIAL SERVICES PVT. LTD.,

Policy on Familiarization program for Board of Directors

Approving Authority	Board of Directors
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Review Cycle	Annually or as recommended by the Board

FAMILIARISATION PROGRAM FOR THE NON-EXECUTIVE DIRECTORS OF THE COMPANY

Clause 49 of the Listing Agreement and Regulation 25 (7) of the SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 requires a company to provide suitable training to its Investee / Nominee Directors and Independent Directors to familiarize them inter alia with the company, their roles, rights, responsibilities in the company, nature of industry in which the company operates and the business model of the company. The Corporation has accordingly adopted a Familiarization Program for its non-executive directors including independent directors.

EFFECTIVE DATE

This Program shall be effective from December 1, 2017.

STRUCTURE OF THE PROGRAMME

The Familiarization Program adopted by the Company comprises 2 (two) segments –

1. Familiarization upon induction of new Independent Directors

- The newly appointed director shall be provided with a copy of all the applicable codes and policies formulated and adopted by the Company.
- An orientation on the corporate profile, various products and functions shall be provided.
- The newly appointed director shall also be introduced to certain key members of the senior management of the company.
- A detailed briefing on the roles and responsibilities of independent directors shall also be provided to the inductee.

2. Familiarization Program

The Company shall on a regular basis (as and when required and considered necessary) brief its Directors inter-alia about the Company's business model, shareholder profile, financial details, the micro finance industry, their roles, rights and responsibilities in the Company. The Board shall also be periodically briefed on the various changes in the regulations governing the conduct of independent directors.

The Board of Directors would be familiarized on a periodic basis by way of specialized sessions from Industry and Market experts, especially in the field of Corporate Governance.

3. Disclosure

Company shall upload its familiarization program on its website and a web link for the same shall be provided in the Company's Annual Reports. [As and when the familiarization program is conducted the same 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]