



## **Jana Holdings Limited**

# **Familiarisation Programme for Independent Directors**

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#### **Preamble**

Regulation 25(7) of the SEBI (LODR) Regulations, 2015 Inter-alia stipulates that the Company shall familiarize the 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.

#### **Purpose and Objective**

The familiarisation programme is structured to assist the Independent Directors to understand the Company and its business so as enable him in effective discharge of his duties.

#### **Overview of the Familiarisation process**

##### **At the time of the appointment**

At the time of the appointment, the Independent Directors are informed about their role and responsibilities and are given an overview of business, operations and business model of the Company including an overview of the sector in which the Company operates.

Immediately after appointment Independent Director are also provided with copies of the following documents

- Latest Annual Reports of the Company;
- Criteria of Independence applicable on Independent Directors as per the Regulation 16(b) of the SEBI(LODR) Regulations, 2015 and the Companies Act, 2013
- Copies of code of conduct for Independent Director and also for Board Members and other policies.

##### **Regular Familiarisation modules**

- Presentations on the business and performance of the Company are made to familiarize the Independent Directors with the strategy, operations and functions of the Company.  
The Programme aims to provide insights into the Company to enable the Independent

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Directors to be in a position to take well-informed timely decisions and contribute significantly to the Company.

- Independent Directors are promptly updated on any change and new development with regard to relevant regulatory requirement such as SEBI regulations, Companies Act etc.
- Familiarisation programmes are also proposed to be conducted on need basis during the term of the directors.
- The Independent Directors are also made aware about the compliances applicable on the Company by way of quarterly compliances report.
- Independent Directors have the freedom to interact with the Company's management during the Board/ Committee of Directors meetings or otherwise.
- Need Based training is provided to the Independent Directors on various matters. The Independent Directors based on their requirement attend various seminars, conferences, training programmes from time to time.
- The Independent Directors are also encouraged to advise the Company to adopt further programmes for their familiarization with the Company.

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