

## **FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS OF EQUITAS SMALL FINANCE BANK LIMITED**

### **Purpose & Scope:**

This program's purpose is to familiarize the directors with the business operations of the Bank. This program's scope is to enable the directors to get a full understanding of the Bank and is designed in such a way to support them in playing an effective role on the Board during their tenure as directors. The programme for independent directors also extends to other non-executive directors which aims to familiarise them with the Bank, their roles, rights, responsibilities in the Company, nature of the industry, business model of the Bank, etc.,

### **Components of the program:**

a. Induction Programme: The Bank issues a formal letter of appointment to the Independent Directors which incorporates all relevant information about the appointment, roles, duties and responsibilities of Independent Directors including the terms and conditions of their appointment. A copy of Schedule IV to the Companies Act, 2013 which contains guidelines for professional conduct, role and functions of Independent Directors, their duties etc., and the Bank's Code of Conduct for the Directors are shared with the Directors for their information and adherence on an on-going basis. A copy of Memorandum and Articles of Association and latest Annual Report of the Bank are also given to the Directors to familiarize them with the Bank's background.

The Bank conducts an introductory familiarization programme/ presentation, when an Independent Director joins the Board of the Bank. Field visits are organized for the Directors to enable them to understand and familiarise with the operations of the Bank and the Group;

b. Quarterly updates/Presentations on Operations: The Independent Directors have complete access to senior management and information about the Bank. Presentations are regularly made at the meetings of the Board and other Committees constituted by the Board, where the Independent Directors get an opportunity to interact with the senior management. Further, there is a detailed presentation on business plan, operations and performance of the Bank and the group, industry comparison, etc.

c. Regulatory updates: Periodical regulatory updates impacting the business which helps the director familiarise himself with the regulatory framework in which the Bank operates are circulated and discussed.

d. Besides the above, Directors are also provided the opportunity to attend training programs/ seminars organised by reputed organisations on matters of interest to the Directors as well as the Bank.

e. The Bank also periodically organises interaction/ training session for Directors of the Bank on matters of importance.

f. The Bank has provided all the Directors with a tab enabled with security passwords and 4G data connection through which they can access all Board & Committee related agenda papers and other materials circulated for ready reference of the Directors.

## ANNEXURE – DETAILS OF FAMILIARISATION PROGRAM IMPARTED DURING THE YEAR

During the year 2021-22, the Bank conducted an introductory orientation session for the Newly Inducted Directors and training programmes to Directors with the business, operations and compliances of the Bank.

Name of the Director	Number of Meetings/ programs attended in FY 2021-22	Number of hours spent in FY 2021-22	Cumulative hours till date
Mr. Arun Ramanathan	18	18	34
Mr. Arun Kumar Verma	18	18	32
Prof. Balakrishnan N	17	17	33
Mr. Vinod Kumar Sharma	18	18	34
Mr. Navin Puri	18	18	34
Mr. Asuri Ramesh Rangan Sholinghur	19	24	30
Mr. Srinivasan N	17	17	33
Ms. Tabassum Inamdar	7	7	21
Mr. Sridhar Ganesh	7	7	23
Ms. Geeta Dutta Goel	6	21	21
Prof. Samirkumar Barua	6	16	16