# FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS OF ADVENTZ SECURITIES ENTERPRISES LIMITED

This Familiarization Program ("the Program") for Independent Directors of Adventz Securities Enterprises Limited("the Company") has been adopted by the Board of Directors pursuant to Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended.

#### 1. PURPOSE & OBJECTIVE

The Program aims to provide insights into the Company to enable the Independent Directors to understand their roles, rights, responsibilities in the Company so as to understand its business in depth and contribute significantly to the Company.

#### 2. FAMILIARIZATION PROCESS

## 2.1 Initial familiarisation module:-

- At the time of appointing a Director, a formal letter of appointment will be given to him/her, which inter alia explains the role, function, duties and responsibilities expected of him/her as a Director of the Company;
- The Company will conduct an introductory familiarisation program / presentation, when a new Independent Director comes on the Board of the Company.

## 2.2 At the outset, all the independent directors will be provided an overview of:-

- Criteria of independence applicable to Independent Directors as per SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Companies Act, 2013 (including any statutory modification(s) or re-enactment thereof for the time being in force);
- Time allocation by the Independent Directors on financial controls, overseeing systems of risk management, financial management compliance, Corporate Social Responsibility, Stakeholders conflicts, Board effectiveness, strategic direction, Meetings and performance assessment;
- Roles, functions, Duties, Responsibilities and liabilities of Independent Directors;
- Directors Responsibility Statement forming part of Boards' Report; Vigil Mechanism including policy formulation, disclosures, code for Independent Directors, Fraud response plan, obtaining Audit Committee approval, wherever required;
- Risk Management Systems & framework;
- Board Evaluation Process and Procedures.

The Director will also be explained in detail the compliances required from him under the Companies Act, 2013 (including any statutory modification(s) or re-enactment thereof for the time being in force), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other relevant regulations and his affirmation taken with respect to the same.

With a view to familiarize him/her with the Company's operations, the Director will be given detailed presentations giving the organisational set up of the Company, and its areas of functioning and internal control processes and other relevant information pertaining to the Company's business. The Managing Director or an officer of the Company so authorized in this behalf shall have a personal discussion with the newly appointed Director. The above initiatives will help the Director to understand the Company, its business and the regulatory framework in

which the Company operates and equips him to effectively fulfil his/her role as a Director of the Company.

#### 3. CONTINUAL FAMILIARISATION MODULE

- 3.1. The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;
- 3.2. Such programs / presentations will provide an opportunity to the Independent Directors to interact with the senior executives of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time;
- 3.3. The programs / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;
- 3.4. The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time and
- 3.5 The Company will strive to regularly send information in its area of operation and Company news items and subjects as they evolve from time to time to Directors.

## 4. DISCLOSURE OF THE POLICY

4.1. This Policy shall be uploaded on the Company's website for public information and a web link for the same shall also be provided in the Annual Report of the Company Familiarization programmes will be conducted "as needed" basis during the Year and the same will be disclosed on the website of the Company.

## **5. REVIEW OF THE PROGRAM**

5.1. The Board will review this Program and make revisions as may be required.