

Subject: Policy on familiarization program of Independent Directors	Original Issue Date: 28.11.2019	Version No.: 1.0
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HOME FIRST FINANCE COMPANY INDIA LIMITED
(‘Home First’)

**POLICY ON FAMILIARIZATION PROGRAM FOR
INDEPENDENT DIRECTORS**

1. TITLE

- 1.1** This policy shall be called the ‘Policy on Familiarization Program for Independent Directors’.

2. OBJECTIVE

- 2.1** The Companies Act, 2013, read with the rules thereunder, as amended (the“**Companies Act**”) read with Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (“**SEBI Listing Regulations**”) places increased responsibilities on independent directors of the Company. In order to enable the independent directors to fulfil their responsibilities efficiently and effectively, a familiarisation program (“**Program**”) has been put in place by Home First Finance Company India Limited (“**Company**”) to assist them understand details about the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company etc.

3. FAMILIARIZATION PROCESS

- 3.1** The Company conducts orientation programs / presentations / training sessions, periodically at regular intervals, to familiarize the independent directors with the strategy, operations and functions of the Company.
- 3.2** Such orientation programs / presentations / training sessions provide an opportunity to the independent directors to interact with the senior leadership team of the Company and help them to understand the Company’s strategy, business model, group structure, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities, risk management strategy, governance policies, designated channels for flow of information and such other areas as deemed necessary.
- 3.3** The programs / presentations also familiarize the independent directors with their roles, rights and responsibilities.
- 3.4** The Company may include such other details and information, as required, during the introductory familiarization program / presentation, when a new independent director comes on the board of the Company.

4. REVIEW OF THE PROGRAM

- 4.1** The Company may periodically review this Program and make suitable revisions, as may be deemed necessary, from time to time.

5. PROGRAM AND DISCLOSURE:

- 5.1** The Program will be conducted “as needed” basis during the year.
- 5.2** As and when the 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.

DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS IN FINANCIAL YEAR 2021-22:

Name of the Independent Directors	Number of programmes attended during FY 21-22	Number of programmes attended (on cumulative basis from February 3, 2021)	Number of hours spent during the FY 21-22	Number of hours spent (on cumulative basis from February 3, 2021)
Mr. Deepak Satwalekar	6	6	15	15
Ms. Sujatha Venkatramanan	5	5	12	12
Mr. Sakti Prasad Ghosh	4	4	11	11
Ms. Geeta Dutta Goel	2	2	4.5	4.5
Mr. Anuj Srivastava	2	2	4	4

DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS
DURING FINANCIAL YEAR 2022-23:

Names of the Independent Directors	Number of programmes attended during FY23	Number of programmes attended (on cumulative basis from February 3, 2021)	Number of hours spent during the FY23	Number of hours spent (on cumulative basis from February 3, 2021)
Mr. Deepak Satwalekar	4	10	9	24
Ms. Geeta Dutta Goel	5	7	11	15.5
Mr. Anuj Srivastava	3	5	7	11
Ms. Sucharita Mukherjee	4	4	9	9

DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS
DURING FINANCIAL YEAR 2023-24:

Names of the Independent Directors	Number of programmes attended during FY24	Number of programmes attended (on cumulative basis from February 3, 2021)	Number of hours spent during the FY24	Number of hours spent (on cumulative basis from February 3, 2021)
Mr. Deepak Satwalekar	5	15	11	35
Ms. Geeta Dutta Goel	5	12	11	26.5
Mr. Anuj Srivastava	5	10	11	22
Ms. Sucharita Mukherjee	4	8	9	18