



LKP FINANCE LIMITED

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

In accordance with requirements of Regulation 25 and 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015, 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.

The familiarization programmes which may be conducted for Independent Directors from time to time, would aim to provide understanding about the Company's business and its operations, business strategies, risk management procedure, regulatory environment in which the Company operates, among other things.

With a view to familiarize the Directors, LKP Finance Limited has undertaken the following steps:

1. At the time of joining, an appointment letter is issued to the Independent Directors, which broadly outlines their statutory duties, roles, responsibilities as an Independent Director.
2. The newly inducted Director is given an Introductory Tool kit containing various policies of the Company including the Code of Conduct of Board and Senior Management Personnel and Code of Conduct to Regulate, Monitor and report trading by Designated Persons, Company's Policies on Whistle Blower Policy, Policy on dealing with Related party transactions, Anti Sexual Harassment Policy, etc.
3. The new inductee is also appraised on the ongoing discussions at the Board meetings to enable him/her to effectively participate at the Board meetings.
4. The Company keeps all its Directors updated on the operations of the Company and key developments which may impact the Company, its performance and its human resources through presentations made at the meetings of Board from time to time.
5. Business / functional heads and Company executives are invited at board meetings to provide a platform for interaction with the Company's key executives with the Directors and also to enable them to better understand the business and operations of the Company.
6. The Board members are updated on various regulatory and other amendments and developments and its impact on the Company.



LKP FINANCE LIMITED

Familiarisation programs during the financial year 2021 – 22

During the financial year 2021 – 22, the following discussions were held in the nature of familiarization to the Independent Directors and the Board of Directors of the Company:

Sr. No.	Subject matter of the programmes	No. of Programmes attended by Independent	No. of hours spent by Independent Directors
1	Business Updates	1	1 hour
2	Updates on amendments in Companies Act 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.	2	2 hour
3	Various other presentation made (at Board and Committee Meetings) on business performance	1	1 hour
4	Presentation on various policies/amendments under RBI and other applicable rules and regulations	2	2 hours
	Total	6 Programmes	6 hours

Summary of Familiarization programme of Independent Directors till 31st March, 2022:

Total no. of hours spent on familiarization programme in the financial year 21-22.	Approximately 6 hours
Cumulative hours spent on familiarization till date	Approximately 26 hours



LKP FINANCE LIMITED

Familiarisation programs during the financial year 2020-21

During the financial year 2020-21, the following discussions were held in the nature of familiarization to the Independent Directors and the Board of Directors of the Company:

Sr. No.	Subject matter of the programmes	No. of programmes attended by Independent Directors	No. of hours spent by Independent Directors (Approximately)
1	Business Updates	1	1 hour
2	Updates on amendments in Companies Act 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.	1	1 hour
3	Various other presentation made (at Board and Committee Meetings) on business performance	1	1 hour
4	Presentation on various policies/amendments under RBI and other applicable rules and regulations	1	1 hour
	Total	4 programmes	4 hours

Summary of Familiarization programme of Independent Directors till 31st March, 2021:

Total no. of hours spent on familiarization programme in the financial year 2020-21.	Approximately 4 hours
Cumulative hours spent on familiarization till date	Approximately 20 hours