

# USHAKIRAN FINANCE LIMITED

## Familiarization Programme for Independent Directors

This Familiarization Programme for Independent Directors (“the Programme”) of Ushakiran Finance Limited (“the Company”) has been adopted by the Board of Directors pursuant to Regulations 25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

### 1. Objectives

1.1 The programme has been formulated with the objective of making the Independent Directors of the company familiar with and accustomed to:

(i) Role, rights and responsibilities of the Independent Director

(ii) Nature of the Industry

(iii) Business model of the company and

(iv) Compliance management

1.2 The programme is unstructured and essentially interactive considering the size of the company and nature of operations. It factors in the specific dictates of Corporate Governance and aims to empower the Independent Director fulfill his responsibilities under the Companies Act, 2013 and the Securities and Exchange Board of India (Listing Obligation and Disclosure Requirement) Regulations, 2015 as amended from time to time.

1.3 The programme lays emphasis on updating the directors on a continuing basis in respect of significant changes in the regulatory and business environment so as to be in a position to take well informed and timely decisions.

### 2. Familiarization Process

2.1 The company will issue a formal letter of appointment conveying in clear and express terms the Board expectations, duties & responsibilities, code of conduct for the directors.

#### 2.2 Initial familiarization module

(i) The company will furnish its web link, [www.uffinance.com](http://www.uffinance.com). This contains the core information required for the Independent Director in getting familiarized with the company and its operations.

(ii) The Company will hand over its corporate profile and the Annual Report for the last three years.

(iii) The company will handover

(i) Code of Conduct for Directors & Senior Management Personnel and

(ii) Code of Conduct for Prevention of Insider Trading based on SEBI (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time for the Independent Director to understand and comply with the stipulations therein. The above module shall help the Director to understand the Company, its business and the regulatory framework in which the Company operates and equips him to effectively fulfill his role as a Director of the Company.

### 2.3 For ongoing Familiarization Programme

(i) The Board Agenda for every meeting shall contain quarterly operations; report on Company's performance, financial parameters, working capital management, litigations, compliances and fund flows

(ii) The company will also circulate important communications related to the Company as well as specific regulatory updates by email registered with the company for advance information in addition to reporting same at the succeeding Board meeting.

(iii) The Board of Directors has complete access to the information within the Company. Independent Directors have the independence to interact with the Company's management. Independent Directors meet regularly without the presence of any management personnel and their meetings are conducted to enable the Independent Directors to discuss matters pertaining to the Company's affairs and put forth their combined views to the Board of Directors of the Company.

(iv) Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, global business environment, business strategy and risks involved. Detailed presentations on the duties and responsibilities of Independent Directors and the Company's business segments were made at the separate meetings of the Independent Directors held during the year.

### 3. Disclosure of the Policy

This policy shall be uploaded on the Company's website. The web link for same will be provided in the Annual Report of the company.