



## **HINDUJA LEYLAND FINANCE LIMITED**

### **FAMILIARISATION PROGRAMME FOR DIRECTORS**

<b>Objective</b>	The Company shall follow a structured orientation and training programme for the Independent Directors to understand and get updated on the business and operations of the Company on a continuous basis.		
<b>Orientation module for new directors upon induction</b>	Business overview and an outline of Corporate Plan and Annual targets	1 day	Managing Director and Chief Executive Officer / Chief Operating Officer
	Overview of Business Operations		Functional Heads
	Financial Performance and budget & Control processes		
	Orientation on Statutory compliances as a Board Member		

In addition to above, which will be administered upon induction of independent directors, following will be covered during quarterly board meets:

<b>On-going inputs on business and operational performance</b>	Comprehensive Rolling Corporate Plan – Presentation and discussions with MD and CEO & leadership team	1 days in February each year
	Annual Management Plan & Budget – a formal review and discussion at the Board with MD and CEO & leadership team	Last Quarter of each financial year
	Monthly update of key metrics - Industry trends, disbursements / Assets Under Management, Liquidity and Capital Adequacy.	Monthly
<b>Feedback on Board Effectiveness</b>	Independent survey by an external agency in effectiveness of board processes	Once a year

## **FAMILIARISATION PROGRAMME FOR THE DIRECTORS DURING THE FINANCIAL YEAR 2021-22**

Induction programme covering various topics including overview of the Company, Corporate Strategy, Operations, Finance, Governance, Human Resources, Service, and Technology were presented to all Independent Directors. The Independent Directors of the Company were apprised on the Company's operations, nature of the industry in which the Company operates, business model, market share, governance, internal control processes and other relevant matters at the Board meetings held during the year. They were also updated on important changes in the regulatory framework and business environment having an impact on the Company.

The Directors engage with the Senior Management from time to time, depending on the need for such engagements, to have updates relating to business, governance, regulatory aspects etc. which demonstrates the degree of governance structure and participative culture in the Company.

Numbers of Programmes attended by the Independent Directors during the financial year ended 31st March 2022 were 6.

Numbers of hours spent by the Independent Directors in such Programmes during the financial year ended 31<sup>st</sup> March 2022 is 7 hours.

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