

APOORVA LEASING FINANCE AND INVESTMENT COMPANY LIMITED

Familiarisation Programmes For Directors

Preamble

As per the requirement of Regulation 25(7) of SEBI (Listing Obligation and Disclosure Requirement) Regulations, 2015 every company listed on stock exchange shall familiarize its independent directors about the company's working by conducting various programmes.

Purpose

The aim of these programmes is to provide an insight to the independent directors about

- a) the nature of the industry in which the company operates
- b) business model of the company
- c) roles, rights, responsibilities of independent directors

Familiarisation process

The independent director will be provided an overview of

- 1** criteria of independence applicable to Independent directors as per Regulation 16(1)(b) of SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015
- 2** their Roles, responsibilities, , functions, duties and liabilities.
- 3** Directors Responsibilities Statement forming part of Board's Report.
- 4** Vigil mechanism including policy formulation, disclosures, code of independent director,
- 5** Board Evaluation procedure and process.
- 6** Company's operations , business plan and performance.
- 7** Nature of industry in which the company operates.
- 8** The new director will be provided Memorandum of Association, Articles of Association, latest Annual Report, Code of business conduct and Ethics for directors and senior management, Code of conduct for prohibition of insider trading and various policies formulated by the company.

APOORVA LEASING FINANCE AND INVESTMENT COMPANY LIMITED

FAMILIARISATION PROGRAMMES ORGANISED BY COMPANY

Particulars	For financial year ended 31 st March, 2016	For Financial year ended 31 st March, 2017
Number of familiarization programmes organized by the company	1	1
Time spent by the independent director in such programmes in aggregate	1	2