

SCINTILLA COMMERCIAL & CREDIT LIMITED

CIN: L65191WB1990PLC048276

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

This Familiarization Programme (“the Programme”) for Independent Directors of M/s Scintilla Commercial & Credit Limited (“the Company”) has been adopted by the Board of Directors pursuant to Clause 49 of the Listing Agreement.

1. PURPOSE & OBJECTIVE

The Programme aims to provide insight into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company, so that can actively participate in managing the Company and can take well informed timely decision. Thereby, the Directors get to understand and get updated on the business, environment, industry and operation of the Company on a continuous basis.

2. FAMILIARISATION PROCESS

- 2.1 The Company shall through its Executive Directors / Senior Managerial Personnel conduct programme / presentation periodically to familiarize the Independent Directors with the strategy, operation and function of the Company.
- 2.2 Such programme / presentation will 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, operation, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facility and risk management and such other areas as may arise from time to time.
- 2.3 The Independent Directors are made aware of their roles, rights and responsibilities at the time of their appointment / re-appointment through a formal appointment letter which also provides insight into various terms and conditions of their engagement.
- 2.4 The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time.
- 2.5 The Company may conduct an introductory familiarization programme / presentation, when a new Independent Director comes on the Board of the Company.

3. FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

- 3.1 Industry overview and Business model of the Company and an outline of Corporate Plan and Annual targets.
- 3.2 Introduction to Company profile.
- 3.3 Operation overview.
- 3.4 Financial Performance and budget & control process.
- 3.5 Overview of Sales & Marketing.
- 3.6 Update the Directors with the happening in the Industry and amendments to various Acts which may affect the Company.
- 3.7 Familiarization on Statutory compliances as a Board Member including their Roles, Rights and Responsibilities.
- 3.8 The above will be conduct for new and continuing Independent Directors of the Company during the year.

4. DISCLOSURE OF THE POLICY

This Policy shall be uploaded on the Company's website for public information and a web link for the same shall also be provided in the Annual Report of the Company.

5. REVIEW OF THE PROGRAMME

The programme shall be subject to review by the Board subject to changes as and when required.