

COFORGE LIMITED

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

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VERSION HISTORY

S. NO.	VER. NO.	PREPARED BY	REVIEWED BY	REVISION DATE	APPROVED BY	RELEASE DATE	REASONS FOR NEW RELEASE
1	1.0	Compliance Officer	Chief Financial Officer		Board		Baseline version

1. Preamble

This familiarization program for Independent Directors has been adopted by the Nomination and Remuneration Committee, pursuant to the provisions of Corporate Governance Clause of SEBI (Listing Regulations and Disclosure Requirements) Regulations, 2015 (earlier Clause 49 of the Listing Agreement). As per the requirement of above said clause, the Company shall provide insight into the Company, through various programs, to understand the business operations of the Company.

2. Familiarization Process

Orientation program for new Directors upon induction:

The Nomination and Remuneration Committee conducts a formal induction program for the Independent Director, which may include the following:

- Roles, rights and responsibilities/duties of the Directors & the Board.
- Company's vision, core values, ethics and Corporate Governance practices.
- Business Structure and Overview, Corporate strategy, Business Plans and Annual Targets.
- Familiarization with Company's financial statements, performance, other financial matters, annual Budgets, Internal control processes, Statutory Compliances and business operations.
- Code of conduct

3. Disclosure Requirement

The details of the familiarization program shall be disclosed on the Company's website and a web link thereto shall be given in the Annual Report.

4. Review of the Program

The Nomination and Remuneration Committee shall be responsible for administration and review of the programs and make necessary revisions, as and when required.