

## NIIF INFRASTRUCTURE FINANCE LIMITED (“NIIF IFL/ the Company”)

### FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

#### Reviewing & Approving Authority

Authority	Designation
Prepared By	Company Secretary
Reviewed By	Chief Executive Officer
Approved By	Board of Directors
Month/Year	October 2024

#### NIIF INFRASTRUCTURE FINANCE LIMITED

**Regd. Office:** 3<sup>rd</sup> Floor, UTI Tower, North Wing, GN Block, Bandra Kurla Complex, Bandra, Mumbai-400051, Maharashtra | **CIN:** U67190MH2014PLC253944 | **Phone:** +91- 022 6859 1300 | **Website:** <https://www.niiffl.in/>

## Table of Contents

Particulars	Page No.
Preamble.....	3
Objective.....	3
Details of the Program.....	3
Review.....	4

## **NIIF IFL - FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS.**

### **1. PREAMBLE:**

SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”) stipulates that the Company is required to formulate a familiarisation process for Independent Directors (IDs) through various programmes:

- (i) with the nature of the industry in which the company operates, the company's business model, their roles, rights, and responsibilities in the company, and other relevant information, etc.
- (ii) The details of such familiarisation programmes, including the number of programmes attended, the number of hours spent, and other relevant details (during the year and cumulatively to date), shall be disclosed on the company's website, with a web link provided in the Annual Report.

### **2. OBJECTIVE:**

The Company introduces the familiarisation program that aims to provide insights into the Company so that the Independent Directors can make well-informed decisions in timely manner and contribute significantly to the Company.

The Independent Directors of the Company shall be given every opportunity to become acquainted with the Company, its management, and its operations in order to comprehend the Company, its operations, business, industry, and environment.

### **3. DETAILS OF THE PROGRAM:**

At the time of joining, an appointment letter will be issued to the Independent Directors, broadly outlining their statutory duties, roles, and responsibilities as an Independent Director. The Independent directors shall be informed about the important policies of the Company including the Code of Conduct and Ethics for Employees and Directors.

The members of the Board of Directors shall be provided complete access to the information within the Company. The Company from time to time will update the Board members about their roles, responsibilities & liabilities.

Whenever a new Director is appointed as part of the induction process, the Company shall provide the new director with information on various aspects of the Company. The Directors shall be provided with the Code of Conduct and Ethics of the Company, Annual Reports for the last 3 financial years, the latest business presentation, and the details of the current composition of the Board and Committee.

The familiarisation program will include presentations to be made regularly to the Board / Nomination & Remuneration (NRC) / Audit Committee (AC), where Directors shall get an opportunity to interact with Senior Managers. Presentations, inter alia, shall cover business strategies, management structure, quarterly and annual results, budgets, review of Internal Audit, risk management framework, regulatory updates etc.

Independent Directors shall have the freedom to interact with the Company's management. Such interactions shall also happen during Board / Committee meetings. The relevant details with respect to familiarising the Directors shall be updated from time to time on the website of the Company i.e., <https://www.niiffl.in/>

#### **4. REVIEW:**

The Company may review the program and make necessary revisions, as and when required.

## Details of Familiarization Program for Independent Directors

(in hours)

Name of Director Date of Board / Committee Meeting / Program	Mr. Ashwani Kumar	Ms. Rosemary Sebastian	Mr. P K Ghose
<b>Financial Year 2024 – 25</b>			
<b>Board Meetings</b>			
May 3, 2024	2.00	2.00	2.00
June 25, 2024	1.30	1.30	1.30
August 1, 2024	2.25	2.25	2.25
October 3, 2024	0.45	0.45	0.45
October 24, 2024	2.50	2.50	2.50
November 7, 2024	2.00	2.00	2.00
February 6, 2025	2.50	2.50	2.50
March 4, 2025	0.30	0.30	0.30
<b>Audit Committee Meetings</b>			
May 3, 2024	1.45	1.45	1.45
June 25, 2024	0.45	0.45	0.45
July 10, 2024	0.15	0.15	0.15
July 31, 2024	1.00	1.00	1.00
October 24, 2024	2.00	2.00	2.00
February 5, 2025	1.30	1.30	1.30
March 4, 2025	0.15	0.15	0.15
<b>Nomination and Remuneration Committee Meetings</b>			
May 2, 2024	1.30	1.30	-
June 25, 2024	0.15	0.15	0.15
October 23, 2024	0.45	0.45	-
<b>Corporate Social Responsibility Committee Meetings</b>			
May 2, 2024	0.45	0.45	-
August 29, 2024	1.00	1.00	-
January 7, 2025	1.15	1.15	-
February 6, 2025	1.00	1.00	-
<b>Risk Management Committee Meetings</b>			
May 2, 2024	1.45	-	1.45
July 31, 2024	1.25	1.25	1.25
October 23, 2024	1.35	-	1.35
February 5, 2025	1.30	-	1.30
<b>IT Strategy Committee</b>			
May 10, 2024	-	1.30	1.30
August 8, 2024	-	1.30	1.30

Date of Board / Committee Meeting / Program	Name of Director	Mr. Ashwani Kumar	Ms. Rosemary Sebastian	Mr. P K Ghose
November 21, 2024		-	1.00	1.00
January 23, 2025		-	1.00	1.00
<b>Independent Directors Meeting</b>				
May 2, 2024		0.30	0.30	0.30
<b>Stakeholders Relationship Committee</b>				
August 1, 2024		0.15	-	-
February 6, 2025		0.10	-	-