

# **MUKESH BABU FINANCIAL SERVICES LIMITED**

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*Details of Familiarization programmes Imparted to  
Independent Directors*

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## **Preamble**

In terms of Regulation 25 (7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR), the Company is required to familiarize its Independent Directors through various programme regarding the nature of the industry in which the Company operates, its business model and their roles, rights, responsibilities and on other relevant information relating to the finances/ operations of the Company. Further, the details of the familiarization programme are also required to be hosted on the website of the Company, in terms of Regulation 46(2)(i) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

## **Purpose and Objectives**

The familiarization programme helps the independent directors not only to have greater insight into the Company's business but also contributes effectively in decision making at Board and Board Committees meetings.

## **Overview of the Familiarisation Programme**

At the time of appointment, an appointment letter incorporating the role and duties, tenure of appointment, evaluation process, details regarding sitting fees is given to the Directors.

A Directors' kit containing information about the Company, Memorandum and Articles of Association, Annual Reports for previous 3 years, recent Media Releases etc. is handed over to the new director. The appointment letter issued to Independent Directors, inter-alia, sets out the expectation of the Board from the appointed director, their fiduciary duties and the accompanying liabilities that come with the appointment as a director of the Company.

Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, business strategy and risks involved.

## **The details of the ongoing familiarization programme conducted by the Company during the year 2024-25 are as under:**

- Mr. Chetan Tamboli, Mr. Subhash Dave and Mr. Mayank Soti has been appointed as Independent Director in the Company w.e.f August 9, 2024.

The Independent Directors are apprised at Board Meetings on the Company operations, market shares, governance, internal control processes and other relevant matters. They are also updated on important changes in the regulatory framework and business environment having an impact on the Company.

- a. Briefing at the Board Meeting: The agenda for the meeting of the Board of Directors of the Company covers the financial results of the Company, operations of the Company, review of the risk profile of the Company, issues relating to compliance and governance, findings of internal audit, review of business strategy, organization

structure, succession planning, and impact of regulatory changes, in compliance with applicable corporate and securities laws.

- b. Roles, rights and responsibilities of non-executive Directors: The Company's non-executive Directors including Independent Directors are made familiar with the roles, rights and responsibilities of non-executive Directors under the Companies Act, 2013, Listing Agreement/SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable rules & regulations.
- c. Others: The Directors of the Company have been briefed on the following matters at the meetings of the Board / Committees thereof:
  - Role, duties and responsibilities under applicable corporate, Companying and securities laws.
  - Financial results of the Company and that of its subsidiary companies.
  - Operations of the Company.
  - Update on statutory and regulatory changes and impact thereof.
  - Formulation and review of business strategy of the Company.
  - Initiatives taken by the Company in the areas of risk management, investor services, corporate social responsibility, cyber fraud, general economics, board governance and human resources.

The details of the familiarization programmes imparted to the independent directors during the financial year 2024-25 is as follows:

Mode	No. of programmes attended by Independent Directors during FY 24-25	Cumulative till date	No. of hours spent by Independent Director and the Board during FY 24-25	Cumulative till date
Board / Committee Meetings	4	24	4	24