# FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF NAVA BHARAT VENTURES LIMITED

### 1. Purpose

The program aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and participate actively in managing the Company.

#### 2. Familiarization Process

- 2.1 The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;
- 2.2 such programs / presentations 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, operations, risk management and such other areas as may arise from time to time;
- 2.3 the programs / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities through SMP/external experts;
- 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; and
- 2.5 the Company may conduct an introductory familiarization program / presentation, when a new Independent Director joins on the Board of the Company.

#### 3. Disclosure

The details of programs are posted on the Company's website and / or also disseminated through other modes, as may be required.

### 4. Review of the Program

The Board may review this Program and amend this from time to time.

The 1<sup>st</sup> Familiarization Programme held on Thursday, the 22<sup>nd</sup> January, 2015 to the Independent Directors.

## 1. Consideration of roles, rights and responsibilities of the Directors in the Company:

The text of the relevant material from the Companies Act, 2013 is circulated to all the Independent Directors.

Sri P.S.Rao, M/s.P.S.Rao & Co., Company Secretaries, made a detailed presentation on the above subject to the Independent Directors and also clarified their queries.

## 2. Present business model of the Company:

Sri P.J.V.Sarma, Sr.Executive Vice President (Strategy & Planning) made a presentation on the business model pursued by the Company at present including all foreign subsidiaries. He also clarified to the queries raised by the Independent Directors.

The programme concluded with a vote of thanks to Sri P.S.Rao and Sri P.J.V.Sarma and the Independent Directors.

## Familiarization Programme on 25<sup>th</sup> April, 2015

The 2<sup>nd</sup> Familiarization Programme was conducted on Saturday, the 25<sup>th</sup> April, 2015 at 4.00 p.m. to the Independent Directors, Executive Directors and Senior Executives:

The Independent Directors, Dr.M.V.G.Rao and Dr.C.V.Madhavi participated in the Familiarization Programme aside the Whole-time Directors and Senior Executives.

Sri D.S.Rao, M/s.P.S.Rao & Associates elaborated and narrated in detail various provisions of the proposed Clause 36 dealing with continuous disclosures of material events or price sensitive information on a timely basis and in an adequate and relevant manner.

He also narrated the SEBI (Prohibition of Insider Trading) Regulations, 2015 in detail including the new obligations of the Directors, Officers and Employees. He has also clarified various queries raised by the Group relating to the proposed Clause 36 as well as the new Prohibition of Insider Trading Regulations which will be effective from 14.05.2015.

The Directors and Senior Managerial Personnel thanked Sri D.S.Rao for time spared and the information shared.

## NAVA BHARAT VENTURES LIMITED HYDERABAD

## Familiarization Programme on 10<sup>th</sup> February, 2016

The 3<sup>rd</sup> Familiarization Programme was conducted on Wednesday, the 10<sup>th</sup> February, 2016 at 11.00 a.m. to the Non-Executive and Independent Directors:

All the Independent Directors, Sri K.Balarama Reddi, Dr.M.V.G.Rao, Dr.E.R.C.Shekar, Dr.D.Nageswara Rao and Dr.C.V.Madhavi attended and participated in the Familiarization Programme.

Other Key Managerial Personnel and Senior Managerial Personnel attended the Programme upon invitation as special invitees.

A Power Point Presentation was made and Sri D.S.Rao of M/s.P.S.Rao & Associates, Sri M.Subrahmanyam, Company Secretary & Vice President and Sri G.Sri Ramachandra Murthy, Company Secretary, elaborately narrated in detail of various provisions of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, which came into effect from 1<sup>st</sup> December, 2015 with special emphasis on the role and responsibilities of Board of Directors, Independent Directors and Key Managerial Personnel. Various queries on the Regulations raised by the Independent Directors and Senior Executives were clarified.

The Programme concluded at 1.00 p.m. with a vote of thanks to the Independent Directors for their participation.

# NAVA BHARAT VENTURES LIMITED HYDERABAD

## Familiarization Program on 10th March, 2017

The 4<sup>th</sup> Familiarization Program was conducted on Friday, the 10<sup>th</sup> March, 2017 at 12:00 noon. to the Non-Executive and Independent Directors:

All the Independent Directors, Mr. K.Balarama Reddi, Dr.M.V.G.Rao, Dr.E.R.C.Shekar, Dr.D.Nageswara Rao and Dr.C.V.Madhavi attended and participated in the Familiarization Program.

Other Key Managerial Personnel attended the Program upon invitation as special invitees.

Mr. VSN Raju, Company Secretary & Vice President, made a presentation on the latest amendments to Companies Act, 2013 / Rules and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Mr. Pradip Kanakia of M/s. Price Waterhouse Charted Accountants LLP made a presentation on roles, rights and responsibilities of Independent Directors in various committees including the Board and Mr. Ahil Kapadiya of M/s. Price Waterhouse Charted Accountants LLP made a presentation on adoption of Indian Accounting Standards (Ind-AS), its industry wise impacts and certain relevant Generally Accepted Accounting Principles (GAAP) differences. They also clarified to the queries raised by the Independent Directors and other Key Managerial Personnel.

The Program concluded at 2:00 p.m. with vote of thanks to the Independent Directors for their participation and presenters.

Independent Directors of the Company attended one program during the year and the total programs attended by them are 4 till the date.

Independent Directors of the Company spent 2 hours in this program and the total hours spent by them in all such a programs are 8 hours till the date.

## NAVA BHARAT VENTURES LIMITED HYDERABAD

## Familiarization Program on March 24, 2018

The 5<sup>th</sup> Familiarization Program was conducted on Saturday, March 24, 2018 at 12.30 p.m. to the Non-Executive and Independent directors.

All the Independent directors, Mr.K.Balarama Reddi, Dr.E.R.C.Shekar, Dr.D.Nageswara Rao, Dr.C.V.Madhavi attended and participated in the Familiarization Program except Dr.MVG Rao, Independent director, who could not attend the program due to preoccupation.

Other key managerial personnel and senior management personnel attended the Program upon invitation as special invitees.

Mr.Sanjay Kumar Jain, Partner, Walker Chandiok & Co LLP made a power point presentation on Board of Directors, Board's Broader Role including Standards of Conduct & Business Responsibility, Strategy and Business Plans, Integrity of decision making process, KMP Appointments, Performance and Risk Management. He also clarified to the queries raised by the Independent directors and other key managerial personnel.

The Program concluded at 2.30 p.m. with vote of thanks.

Independent directors of the Company attended one program during the year and the total programs attended by them are 5 till date.

Independent directors of the Company spent 2 hours in this program and the total hours spent by them in all such programs are 10 hours till the date.