

POLICY ON FAMILIARISATION PROGRAMME OF INDEPENDENT DIRECTOR

**The policy has been adopted and approved by the Board of Directors at its meeting held
on 22nd February, 2021**

CIN : L72900GJ2017PLC096975

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Naapbooks Limited

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This Familiarization Programme for Independent Directors of Naapbooks Limited (“The Company”) has been adopted by the Board of Director pursuant to the Regulation 25 of SEBI (Listing Obligation and Disclosure Requirement) Regulation,2015. It aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

1. SCOPE AND PURPOSE OF POLICY:

The Company shall familiarize the Independent Director with the Company, their roles, rights , responsibilities in the Company, nature of the industry in which the Company operate, business model of the Company etc. through various programmes. The detail of such familiarization programme shall be disclosed on the Company’s website and a web link thereto shall be given in the Annual Report.

Finalization Process

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.

Such program/ 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, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time. The programs/ presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities.

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

The Company may conduct an introductory familiarization program/ presentation, when a new Independent Director comes on the Board of the Company.

2. DISCLOSURE

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.

3. REVIEW/ AMENDMENT

The Board will review this program and make revision as may be required.

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