



DREAMFOLKS SERVICES LIMITED

**FAMILIARIZATION PROGRAMME FOR
INDEPENDENT DIRECTORS**

1. Preamble

This Policy for Familiarization Programme for Independent Directors (“Policy”) of Dreamfolks Services Limited (“Company”) is formulated in pursuance of Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (“SEBI Listing Regulations”), which, requires a listed entity to familiarize its Independent Directors through various programs about the listed entity, nature of the industry in which such entity operates, business model, roles, rights and responsibilities of Independent Directors and any other relevant information. In view of the same, the Board of Directors of the Company, at its meeting held on November 24, 2021 approved this Policy with regard to Familiarization Program for Independent Directors.

2. Objective of the Policy

In terms of Regulation 4 (14) and Regulation 25 (7) of the SEBI Listing Regulations, the purpose of this Policy is to provide Independent Directors of the Company an insight into the affairs of Company and to familiarise them about the Company to enable the Independent Directors to perform their role effectively as the member of the Board of Directors of the Company, including the nature of the industry in which the Company operates, business model of the Company, and make them accustomed to their roles, rights and responsibilities that would facilitate their active participation in contributing to the Company.

3. Definitions

- a) **“Act”** means the Companies Act, 2013, as may be amended from time to time.
- b) **“Board of Directors”** or **“Board”** means the Board of Directors of Dreamfolks Services Limited, as constituted from time to time.
- c) **“Company”** means Dreamfolks Services Limited.
- d) **“Independent Director”** means a Director of the Company, not being a whole-time director and who satisfies other criteria for independence under the Companies Act, 2013 and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time.

- e) Any other term not defined herein shall have the same meaning as defined in the Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 or any other applicable law or regulation, amended from time to time.

4. Familiarisation Programmes

- 4.1. The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations of various businesses and processes of the Company in the Board/Committee Meeting. The presentations at the Board Meetings include updates on risk management, company's policies, performance of the various business units, quarterly performance report which includes information on business performance, operations, financial parameters, litigations, compliances, and information related to subsidiaries.
- 4.2. 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, investor relations, markets, organization structure, finance, human resources, technology and risk management and such other areas as may arise from time to time; and
- 4.3. The Company shall circulate news and articles related to the industry on a regular basis and also provide regulatory updates from time to time.

5. Familiarisation Programmes

- 5.1. A familiarization pack is given to the incoming director, which includes the Company's Memorandum & Articles of Association, Annual Reports, Code of Business Conduct & Ethics applicable to the Directors/employees of the Company, Code of Conduct of Insider Trading Prohibition Policy.
- 5.2. In case a Director is inducted in any of the Committee of the Board, the charter of the respective committees will be part of the welcome kit.
- 5.3. A detailed appointment letter incorporating the roles, duties, and responsibilities, performance evaluation process, remuneration and obligation on disclosures is issued for his/her acceptance.

6. Policy Review

The policy shall be periodically reviewed and brought in conformity with statutory and regulatory requirements, as and when required.

7. Interpretation

In any circumstance where the provisions of this Policy differ from any existing or newly enacted law, rule, regulation or standard governing the Company, the relevant law, rule, regulation or standard will take precedence over this Policy until such time as this Policy is changed to conform to the said law, rule, regulation or standard.

8. Disclosure

- 8.1. The 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.
- 8.2. Familiarization programme will be conducted "as needed" basis during the year.
- 8.3. As and when familiarization programme is conducted, the same will be disclosed on the website of the Company.