

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

Objectives

- To facilitate Independent Directors to familiarize themselves with the Company, its management and its operations so as to understand the Company, its operations, business, industry and environment in which it functions.
- To provide insights into the Company's business to enable the Independent Directors to be in a position to take well-informed timely decisions and contribute significantly to the deliberations at the Board/ Committee meetings.

Overview of the Familiarisation process

- (i) The Company conducts programmes/ presentations periodically by Senior Management team to familiarize the Independent Directors with the strategy, operations, synergies and functions of the Company, thus providing an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company's strategy, business model, operation module, markets, organization structure, finance, human resources, adaptation of technology and risk management and such other areas as may arise from time to time.
- (ii) The Company organises programmes/ presentations through internal as well as external experts regularly to familiarize the Independent Directors to apprise them of key changes in regulations, rules, laws & guidelines applicable to the Company, compliances thereof impacting the Company or functioning, roles and responsibilities of Board members and changes in relevant laws/ regulations from time to time.
- (iii) The Company conducts introductory familiarization program/ presentation, when a new Independent Director joins the Board by providing a kit containing requisite documentation/ information.
- (iv) A detailed Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process, DLF Code of Conduct and obligations on disclosures, is issued for the acceptance of the Independent Director(s).
- (v) Quarterly presentations on operations made to the Board include information on business performance, operations, financial parameters, fund flows, major litigation, compliances, subsidiary information, regulatory scenario etc.
- (vi) The Company keep updated all the Directors on regulatory changes/ major events and notices sent to stock exchanges from time to time.

DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS OF DLF LIMITED ("THE COMPANY") ARE AS FOLLOWS:

S. No.	Name of Independent Director	No. of Sessions Attended		No. of hours spent in the business sessions attended	
		FY 2017-18	Cumulative till date	FY 2017-18	Cumulative till date
1.	Mr. K.N. Memani	5	19	6.67	21.92
2.	Dr. D.V. Kapur	6	19	8.17	23.09
3.	Mr. B. Bhushan	5	19	6.17	20.42
4.	Mr. Pramod Bhasin	3	12	3.17	12.92
5.	Mr. Rajiv Krishan Luthra	3	11	3.17	10.25
6.	Mr. Ved Kumar Jain	5	26	7.17	29.42
7.	Lt. Gen. Aditya Singh (Retd.)	5	14	6.67	16.75
8.	Mr. A.S. Minocha	6	26	8.17	29.42
9.	Mr. Vivek Mehra (w.e.f. 13.02.2018)	1	1	1.50	1.50