

CRANES SOFTWARE INTERNATIONAL LIMITED

FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS

OBJECTIVES:

- To adopt a structured programme for orientation and training of Independent Directors at the time of their joining so as to enable them to understand the Company - its operations, business, industry and environment in which it functions and the regulatory environment applicable to it.
- To update the Directors on a continuing basis on any significant changes therein so as to be in a position to take well-informed and timely decisions.

OVERVIEW OF THE FAMILIARISATION PROCESS:

In accordance to the same the Company has adopted the following practice to familiarize the Independent Directors of the same:

- Presentations on the working of the Company, presented at every board meeting detailing the operations of the Company, the Company's strategy, business model, product offerings, organization structure, etc
- The appointment letter of the Independent Director also list their duties & functions.
- A brief introduction of the Company and the industry in which it operates is also given.
- Meetings with Company executives are also arranged to better understand the business.
- The Board of Directors have complete access to all information within the Company.
- Independent Directors are provided with necessary documents/brochures, reports and internal policies to enable them to familiarize with the Company's procedures and practices.
- Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, global business environment, business strategy and risks involved. Detailed presentations on the duties and responsibilities of Independent Directors and the Company's business segments were made at the separate meetings of the Independent Directors held during the year.
- Quarterly updates on relevant statutory changes and landmark judicial pronouncements encompassing important laws are regularly circulated to the Directors.

DISCLOSURE OF THE POLICY

This Policy shall be uploaded on the Company's website for public information and information of the same shall also be provided in the Annual Report of the Company.

REVIEW OF THE PROGRAM

The Board will review this Policy from time to time, as it deems appropriate, to ensure the effectiveness of this Policy.

Any amendments/revisions, if any as may be required shall approved by the Board.