

**SUBA HOTELS LIMITED  
(FORMERLY KNOWN AS SUBA HOTELS PRIVATE LIMITED AND HOTEL SUBA STAR  
PRIVATE LIMITED)**

**FAMILIARIZATION  
PROGRAMME OF INDEPENDENT  
DIRECTORS**

**SUBA HOTELS LIMITED  
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**Preamble**

The Companies Act, 2013, read with Regulation 25(7) of the SEBI Listing Regulations places increased responsibilities on Independent Directors of the Company. In accordance with the requirements of this Regulation, the Company needs to familiarize the Independent Directors (hereinafter referred as “Directors”) through Familiarization Programme (hereinafter referred as “Programme”) and provide an insight into the Company to enable the Directors to understand the business of the Company in depth and its strategy, operations and functions whereby they can contribute significantly to the growth of the Company.

**Purpose**

To provide a mechanism to the Independent Directors of the Company: -

- a) To understand the business of the Company in depth.
- b) To provide insights into the Company.
- c) To interact directly with the Corporate team including Business & Functional Heads.
- d) To take informed decision and contribute significantly to the growth of the Company.

**Contents of the Programme**

The basic theme of the programme would, inter alia, include –

1. Roles, Rights, Duties, Responsibilities and Liabilities of the Directors;
2. Business Model of the Company thereby including the nature of industry in which the Company falls, its product and services, geographical area of operation of the Company;
3. Management Techniques etc.

**Timeline of the Programme**

Programme would be conducted and presentations would be made periodically to the Directors by the Senior Management personnel.

It may circulate news and articles about the industry and business as and when some updation is required. The Company would conduct an introductory familiarization programme / presentation whenever any new Director is inducted in the Board of the Company.

**Amendment**

Any change in the Policy shall be approved by the Board. The Board shall have the right to withdraw and/or amend any part of this Policy or the entire Policy, at any time, as it deems fit, or from time to time, and the decision of the Board in this respect shall be final and binding. Any subsequent amendment/modification in the Act or the rules framed thereunder or the SEBI Listing Regulations and/or any other laws in this regard shall automatically apply to this Policy.

**Interpretation**

In any circumstance where the terms of this Policy are inconsistent with any existing or newly enacted law, rule, regulation or standard governing the Company, the said law, rule, regulation or standard will take precedence over this Policy.

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**Compliance**

The Compliance Officer shall be responsible for supervision of the Policy. Any queries regarding the policy shall be referred to the Compliance Officer, who is in charge of administering, enforcing and updating the Policy.

**Program And Disclosure**

Requisite disclosure in the website of the Company would be made as and when such programmes conducted.

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