

FAMILIARISATION PROGRAMME

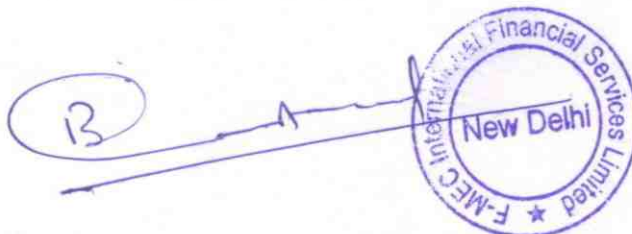
Pursuant to Regulation 25 of the Securities and Exchange Board of India (Listing Obligations and disclosure Requirements) Regulations, 2015 and in line with Schedule IV of the Companies Act, 2013, the company has prescribed a set of procedure to be followed in order to familiarize the Independent Directors with the Company, nature of Industry and the Business model of the Company, the Independent Directors' roles, rights and responsibilities.

The familiarization programme at the Company is a continuous and ongoing activity and is achieved by the Company through following means/methods:

- The Independent Directors are issued a formal letter of appointment at the time of their appointment which includes, inter alia, their role, rights and responsibilities and the terms and conditions of their appointment.
- The Company organizes / sponsors training programme for the Directors.
- The meetings of the Board are generally held at the registered office of the Company from where the centralized operations and strategic decision making are carried out.
- At every meeting of Board of Directors, a presentation is made covering the area of operation and its results.
- The directors shall be updated about major developments through emails.
- The Directors shall imparted knowledge about the change in economic policies, tax structures and legal amendments so that a well versed decision can be taken.

Disclosure:

The Company shall make the necessary disclosure on its website as required under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.



This document shall be uploaded on the website of the Company. Web link of the familiarization programme will also be given in the Annual Report of the Company.

Address: Plot No. 1, Sector 13, Gurgaon, Haryana - 122002
Tel: 0122-3300402

The Board has readopted the same in the meeting of its Board of Directors dated 10th February, 2017.

For and on behalf of

F Mec International Financial Services Limited

13

Bimal Aggarwal
Managing Director
DIN: 00361883



- The independent Directors will receive a formal letter of appointment in the form of their appointment which will include their role, rights and responsibilities and the terms and conditions of their appointment.
- The Company organises / sponsors training / education for the Directors.
- The minutes of the Board are generally held at the registered office of the Company from where the shareholders, members and other stakeholders making application can be accessed.
- There is a meeting of Board of Directors / presentation / disclosure concerning the affairs of the Company quarterly.
- The directors shall be updated about market developments, their work areas.
- The Directors shall imparted knowledge about the change in economic policies, tax structures and legal amendments so that a well viewed decision can be taken.

Disclosures:

The Company shall make the necessary disclosures on its website as required under the SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015.

13

