

**Familiarisation Programmes for the Directors during the financial year 2016-17**

[Pursuant to Reg.25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015  
r/w. Schedule IV of Companies Act, 2013]

Date & Venue of the programme	Subject	Conducted by  Duration	Attended by
28/04/2016 Board Room, Bengaluru	Induction of Shri S. K. Hota, DGM of Canara Bank as Whole- Time Director of the Company *	Shri K S Sathyaprakash, DGM, Board Secretariat  30 minutes	Shri S K Hota
07/09/2016 Board Room, Bengaluru	Induction of Shri G.Naganathan, FCA, as Additional Director (Independent Director Category) and Member of Audit Committee *	Company Secretary  30 minutes	Shri G Naganathan
16/10/2016 Board Room, Bengaluru	Brief introduction to Shri. G.Naganathan, FCA, Director, of each of the departments and key areas of operation of each department of the Company.#	Chief Financial Officer  120 minutes	Shri G Naganathan Shri S K Hota  All department heads of the Company
18/10/2016 Board Room, Bengaluru	Information on the Notification of MCA dated 05/09/2016 regarding IEPF Authority (Accounting, Audit, Transfer & Refund) Rules, 2016	Company Secretary  30 minutes	All the Directors and KMPs
17/01/2017 Board Room, Company	Information on guidance note on Board Evaluation - SEBI Circular No.SEBI/HO/CFD/CMD/P/2017/004 dated 05/01/2017	Company Secretary  30 minutes	All the Directors and KMPs
17/01/2017 Board Room, Company	Preparedness for implementing Ind AS - A seminar	Mr.Mohan Lavi, FCA Partner K. P. Rao & Co  150 minutes	All the Directors, KMPs and Finance & IT teams
23/03/2017 Board Room, Company	Information relating to the new Directions of National Housing Bank (NHB) viz., HFCs Auditor's Report (NHB) Directions, 2016 (effective from 03/02/17), HFCs Approval of Acquisition or Transfer of Control (NHB) Directions, 2016 and HFCs Corporate Governance (NHB) Directions, 2016 (both effective from 09/02/17).	Company Secretary  30 minutes	All the Directors and KMPs

\* All Directors, including Independent Directors, on induction will be appraised of the nature of industry and business model of the Company and the roles, rights, responsibilities in terms of Companies Act and related rules, SEBI LODR Regulations etc. A Directors' kit containing information about the Company, Memorandum and Articles of Association, Annual Reports for previous 3 years, Investor presentation, Charters of the Board and Board Committees, etc. is handed over to the new director.



# The Programme also provided an opportunity to the Independent Directors to actively interact with the Company's Senior Executives, internal and statutory auditors to enable them to get a better understanding of the Company's business model, nature of its activities/operations, organisation structure and facilities.

Apart from the above;

- The Independent Directors are provided with applicable documents, 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, business strategy and risks involved.
- Presentations on risk profile and risk management of the Company, internal and external audit plans, business and financial performance, updates on compliances, regulatory scenario and regulatory changes which affect/concern the Company, company policies, internal controls, investor relations etc. were made at the various Committee/ Board Meetings of the Company which enabled active participation by the Independent Directors.
- Independent Director/s were formal invitee to attend all meetings of such committees of the Board of the Company of which he/she was not a member, which provided him/her with further opportunity to get familiarised with the Company's operations/activities.

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