

PCSL/SEC/2018-19

May 22, 2018

1. The National Stock Exchange of India Ltd.,
Exchange Plaza, 5th Floor, Plot No. C/1, G Block, Bandar Karla Complex,
Bandar (E), Mumbai – 400 051

2. The Bombay Stock Exchange Ltd.,
1st Floor, New Trade Ring, Rotunda Building, PJ Towers,
Dalai Street, Fort, Mumbai – 400 001.

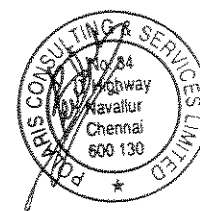
Dear Sirs,

Sub : Details of familiarization program conducted during the year 2017-18

Ref : ISIN INE763A01023

We wish to inform you that the details of familiarization programme imparted to the Independent Directors during the year 2017-18 are as given below.

S.No.	Programme	Date	Duration	Presented by	Attended by
1	India Facility Strategy	28 th July 2017	1 hour	Mr.Krishna Yedula, Head Facilities and Mr.Denver Dezylya, Vice President	Prof.Jayaraman Ramachandran, Mr.Sunil Bowry, Mr.Hari Raju Mahadevu, Mr.Arvind Sharma,
2	Yield analysis and repatriation strategy	28 th July 2017	1 hour	Mr.N.M.Vaidyanathan, Chief Financial Officer	Prof.Jayaraman Ramachandran, Mr.Sunil Bowry, Mr.Hari Raju Mahadevu, Mr.Arvind Sharma,
3	Dividend Policy update	7 th August 2017	30 minutes	Mr.N.M.Vaidyanathan, Chief Financial Officer	Mr.Sunil Bowry, Mr.Hari Raju Mahadevu,



Polaris Consulting & Services Limited

Registered Office: No.34, IT Highway, Navallur, Chennai-600 130, Tamil Nadu, India | T: +91 44 3987 3000 | F: +91 44 2743 5128
www.polarisft.com | CIN: L65993TIN1993PLC024142

4	Delisting update	7 th February 2018	30 minutes	Mr.N.M.Vaidyanathan, Chief Financial Officer	Mr.Sunil Bowry, Mr.Hari Raju Mahadevu, Mr.Arvind Sharma,
---	------------------	----------------------------------	------------	---	---

Further a note pertaining to the familiarization programme in the Company is enclosed.

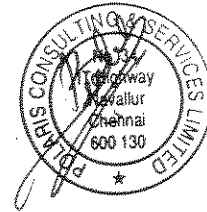
Thanking you

Yours sincerely

For Polaris Consulting & Services Limited



Christina Pauline Beulah
Company Secretary
Encl: As above



Familiarization Program for Independent Directors

Background

Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time [**“SEBI (LODR) Regulations”**], mandates that a listed entity shall familiarize the Independent Directors through various programmes about the listed entity, including the following:

- (a) Nature of the industry in which the company operates,
- (b) business model of the company,
- (c) roles, rights, responsibilities of independent directors and
- (d) any other relevant information.

Purpose and Objective:

The familiarization program (**“Familiarization Program”**) of Polaris Consulting & Service Limited (**“the Company”**) has been formulated in accordance with Regulation 25 (7) of SEBI LODR Regulations. It is structured to assist the Independent Directors to understand the nature Company and its business so as enable him in effective discharge of their duties.

The Program carried out by the Company is divided into two major heads:

- 1. At the time of the appointment
- 2. Continuous Familiarization Program

1. At the time of Appointment:

The Independent Directors are informed about their role and responsibilities and are given an overview of business, operations and business model of the Company including an overview on various policies formulated by the Company.

2. Continuous Familiarization Program

- A) Presentations on the business and performance of the Company are made at the Board Meetings on a quarterly basis to familiarize the Independent Directors with the strategy, operations and functions of the Company.
- B) Each director of the Company has complete access to any information relating to the Company.
- C) Board Members are updated on any change and new development with regard to relevant regulatory requirement such as SEBI regulations, Companies Act etc.
- D) Familiarization programs are also proposed to be conducted on need basis during the term of the directors.

- E) The Board members are also made aware about the compliances applicable on the Company by way of quarterly compliances report.
- F) The Program shall also familiarize the Independent Directors with their roles, rights and responsibilities including those specified in Companies Act, 2013 and also under the SEBI LODR Regulations.
- G) Need Based training is provided to the Board Members on various matters. The Board Members based on their requirement attend various seminars, conferences, training programmes from time to time.
- H) The Board members are also encouraged to advise the Company to adopt further programmes for their familiarization with the Company.