

**SHERATON PROPERTIES &
FINANCE LIMITED
FAMILIARIZATION PROGRAMME**

FAMILIARIZATION PROGRAMME

1. Purpose and Scope

This board familiarization programme (“**Programme**”) for the independent directors (“**IDs**”) of **Sheraton Properties & Finance Limited** (“**Company**”) has been adopted pursuant to Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (as amended from time to time) (“**Listing Regulations**”).

2. Familiarization Process

2.1 The Company shall periodically conduct programmes/presentations to familiarize the IDs about the following:

- (a) roles, rights and responsibilities of the IDs;
- (b) regulatory framework applicable to the Company;
- (c) extant policies of the Company, including the code of conduct for directors and senior management;
- (d) nature of the industry in which the Company operates, including any material developments;
- (e) business model of the Company;
- (f) details of any new initiatives and projects of the Company;
- (g) annual operating plan and performance of the Company; and
- (h) details of other companies in the group.

3. Disclosures

3.1 The Company shall disclose on its website, the details of the familiarization programmes imparted to the IDs, including the following:

- (a) Number of Programmes attended by Independent Director; and
- (b) Number of hours spent by Independent Directors in such programme.

3.2 The weblink where the details of the programmes imparted to the IDs is disclosed, shall be provided in the corporate governance section of the annual report of the Company.

4. Amendment and review

This Programme will be subject to review and revisions as may be deemed necessary by the Board. In the event of any conflict between the terms of this

Programme and applicable law (including the Listing Regulations), the provisions of applicable law shall prevail.