

Alpha Alternatives Financial Services Private Limited  
*(Formerly known as Provincial Finance and Leasing Co Private Limited)*

**Policy on Succession Planning**

**Version-4.0**

**Last Reviewed Date: 21<sup>st</sup> April, 2025**

**Applicable to: Alpha Alternatives Financial Services Private Limited (Formerly known as Provincial Finance and Leasing Co Private Limited)**

A well-prepared succession plan is essential to ensure a seamless transition of leadership and to maintain the stability and growth of the company. This plan addresses key roles and responsibilities within the company and provides a clear path for succession in various scenarios, including unexpected departures, retirements, and promotions.

**1. Identification of Critical Roles:**

We have identified the following key positions that are critical to our company's success:

- Executive Director
- Investment Head
- Chief Financial Officer
- Chief Compliance Officer
- Treasury Manager

**2. Succession Candidates:**

For each critical role, we have identified potential successors, both from within the Alpha group and, if necessary, externally. The candidates have been evaluated for their skills, experience, and readiness to assume their roles. Basis the evaluation, some candidates have been newly appointed for the respective roles.

**3. Development and Training:**

We will invest in the development and training of the identified successors to ensure they are well-prepared to assume their roles. This includes mentorship, training programs, and exposure to the responsibilities of the position.

**4. Transition Planning:**

In the event of a planned or unplanned departure, a transition plan will be executed. The outgoing leader will work closely with the successor to ensure a smooth handover of responsibilities.

**5. Communication:**

Effective communication is essential during the succession process. Our plan includes clear communication strategies for both internal and external stakeholders to minimize disruption and maintain confidence in our company's leadership.

**6. Monitoring and Evaluation:**

We will regularly review and update this succession plan on a yearly basis to ensure its relevance and effectiveness. The Group HR department, along with the Executive director, will oversee the ongoing development of potential successors and assess the plan's execution.

**7. Emergency Succession:**

In the case of an unforeseen emergency or immediate vacancy in a critical position, we have identified interim leaders, amongst the Alpha group who can temporarily assume the responsibilities until a permanent successor is appointed.

**8. Documentation:**

All critical processes and information necessary for each role will be documented, ensuring that the successor has access to essential resources.

**9. Testing the Plan:**

Our company's success depends on the ability to maintain operational stability and leadership continuity. By implementing this succession plan, we are taking a proactive approach to ensure that our organization can navigate leadership changes successfully.

This policy will be reviewed on periodical basis and revisions, if any, will be carried out after approval of Board of Directors / Committee authorized by it as the case may be.

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