FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

SEBI (Listing Obligations and Disclosure Requirements) 2015 requires that independent directors of the Company are required to be familiarized with their roles, rights, responsibilities in the company, nature of the industry in which the company operates, business model of the company, etc., through various programmes and details of such familiarization programmes are required to be disclosed on the company's website and a web link thereto shall be provided in the annual report.

In compliance of the said provisions, following methods are applied by company to familiarize independent directors with the company:

- The Company has issued appointment letters to independent directors which cover the
 role, rights and responsibilities of the Independent Directors with respect to the company.
 Induction is conducted for new independent directors appointed on the Board to
 familiarise them with the Company, industry, long term strategies, products and the
 corporate governance practices adopted by the Company.
- 2. Updates are presented at the Board and committee meetings to keep the Board apprised of the business progress against budgets, new business initiatives, consumer and market trends, control framework, periodical financial results, new legal amendments and regulations etc.

S. No.	Number of Independent Directors	During Financial Year 2023-24		Cumulative basis till date (as on 31-03-2024)	
		Number of programmes attended	Number of hours spent	Number of programmes attended	Number of hours spent
1	Mr. Arvind Uppal	5	10 hours	17	25 hours
2	Mr. Pradeep Banerjee	5	10 hours	29	57 hours
3	Mr. Rahul Bhatnagar	5	10 hours	29	57 hours
4	Ms. Sonu Halan Bhasin	5	10 hours	46	68 hours 15 minutes
5	Ms. Harita Gupta	1	2 hours	1	2 hours

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S. No.	Number of Independent Directors	During Financial Year 2022-23		Cumulative basis till date (as on 31-03-2023)	
		Number of programmes attended	Number of hours spent	Number of programmes attended	Number of hours spent
1	Mr. Arvind Uppal	4	8 hours	8	15 hours
2	Mr. Pradeep Banerjee	4	8 hours	20	47 hours
3	Mr. Rahul Bhatnagar	4	8 hours	20	47 hours
4	Ms. Sonu Halan Bhasin	4	8 hours	37	58 Hours 15 Minutes

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 term strategies, products and the corporate governance practices adopted by the Company.
- 2. Updates are presented at the Board and committee meetings to keep the Board apprised of the business progress against budgets, new business initiatives, consumer and market trends, control framework, periodical financial results, new legal amendments and regulations etc.
- 3. Plant visit of the independent directors are usually organized to familiarize them about operational and sustainability aspects of the units to enable them to have full understanding & appreciation on the activities of the company. However, this year it could not be scheduled due to the COVID situation.

S. No.	Number of Independent Directors	During Financial Year 2021-22		Cumulative basis till date (as on 31-03-2022)	
		Number of programmes attended	Number of hours spent	Number of programmes attended	Number of hours spent
1	Mr. Arvind Uppal	4	7 hours	4	7 hours
2	Mr. Pradeep Banerjee	4	7 hours	16	39 hours
3	Mr. Rahul Bhatnagar	4	7 hours	16	39 hours
4	Ms. Sonu Halan Bhasin	4	7 hours	33	50 Hours 15 Minutes



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In compliance of the said provisions, following methods are applied by company to familiarize independent directors with the company:

- 1. Company has issued appointment letters to independent directors which cover the role, rights and responsibilities in the company.
- Various presentations are made by company executives at the Board and committee meetings
 to familiarize the independent director about the operating and capex budget of the company,
 business model of the company, product wise performance of the company, periodical financial
 results, etc.
- 3. Independent directors get an opportunity to interact with the company's management during Board / committee meetings, wherein senior company personnel update about the business strategy, business models, performance of the company, etc.
- 4. Plant visit of the independent director are organized to familiarize them about operational and sustainability aspects of the units to enable them to have full understanding & appreciation on the activities of the company.

S. No	Name of Independent Directors	During Financia	al Year 2018-19	Cumulative basis till date (as on 31-03-2019)		
		Number of	Number of	Number of	Number of hours	
		programmes	hours spent	programmes	spent	
		attended		attended		
1	Mr. Anand Narain Bhatia	4	45 Minutes	17	11 Hours 15 Minutes	
2	Mr. Sanjiv Verma	4	45 Minutes	17	11 Hours 15 Minutes	
3	Mrs. Sonu Halan Bhasin	4	45 Minutes	17	11 Hours 15 Minutes	

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- 2. Updates are presented at the Board and committee meetings to keep the Board apprised of the business progress against budgets, new business initiatives, consumer and market trends, control framework, periodical financial results, new legal amendments and regulations etc.
- 3. Plant visit of the independent director are organized to familiarize them about operational and sustainability aspects of the units to enable them to have full understanding & appreciation on the activities of the company.

S. No.	Number of Independent Directors	During Financial Year 2019-2020		Cumulative basis till date (as on 31-03-2020)	
		Number of programmes attended	Number of hours spent	Number of programmes attended	Number of hours spent
1	Mr. Rahul Bhatnagar	6	9 hours	6	9 hours
2	Ms. Sonu Bhasin	6	9 hours	23	20 Hours 15 Minutes
3	Mr. Pradeep Banerjee	6	9 hours	6	9 hours

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- 3. Plant visit of the independent directors are usually organized to familiarize them about operational and sustainability aspects of the units to enable them to have full understanding & appreciation on the activities of the company. However, this year it could not be scheduled due to the COVID situation.

S. No.	Number of Independent Directors	During Financial Year 2020-2021		Cumulative basis till date (as on 31-03-2021)	
		Number of programmes attended	Number of hours spent	Number of programmes attended	Number of hours spent
1	Mr. Pradeep Banerjee	5	15 hrs	11	24 hours
2	Mr. Rahul Bhatnagar	5	15 hrs	11	24 hours
3	Ms. Sonu Halan Bhasin	5	15 hrs	28	35 Hours 15 Minutes