



FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS

All the independent directors are issued formal letter of appointment through which they are made aware of their role and duties at the time of appointment.

The Company has put in place a program to familiarize its independent directors about pharma industry overview, Regulatory framework, company's business model, management structure, product portfolio, manufacturing operations, Research & Development initiatives, internal control systems and processes, FOREX management, risk management framework, human resource management, CSR activities etc.

Apart from this, presentations are made to the Board in each Board Meeting covering, but not limited to:-

- a) Industry updates and developments
- b) Company's performance
- c) Budget vs. Actual performance
- d) New business initiatives and plans/projects
- e) Expansion plans
- f) New products launched
- g) Market standing of the products/segments
- h) Product promotion initiatives and participations
- i) Subsidiary's performance
- j) Various initiative on the employee front
- k) Changes in the relevant regulatory requirements and our company's compliances
- l) Significant achievements, recognitions and accolade
- m) CSR programmes and activities undertaken

All the information and documents as and when sought by the Independent Directors is promptly provided. All the relevant and important information is placed / presented before the Committees to enable the committee discharge their functions efficiently and effectively.



DETAILS OF FAMILIARIZATION PROGRAMME IMPARTED TO INDEPENDENT DIRECTORS:

Date of programme	Details of programme
5 th August, 2014	Visit to R&D facility in Mumbai
28 th January, 2015	Business Model
30 th October, 2015	Internal Financial Control framework
1 st February, 2016	Pharma formulations industry in India, emerging & Regulated markets
29 th April, 2016	Tax & Regulatory updates, Investor Relations, employee development
26 th July, 2016	Role, rights & responsibilities of Independent Directors (IDs)
25 th September, 2016	Visit to Dahej manufacturing facility
26 th October, 2016	Overseas subsidiaries business operations
24 th January, 2017	R& D operation and its way forward
3 rd May, 2017	Corporate Strategy & plans of action with option analysis
27 th July, 2017	GST & SAP implementation and its impact
15 th September, 2017	Workshop on Board Dynamics
31 st October, 2017	Investment of surplus funds, capex & project status
25 th January, 2018	Risk analysis & mitigation framework of the company
2 nd May, 2018	Advancement and initiatives on Information Technology
31 st July, 2018	International Business in emerging markets
31 st October, 2018	Business operations in India
30 th January, 2019	Quality control

Name of Independent Director	Attendance of Independent Directors in the above programmes						
	No. of programmes attended					On cumulative basis till date	Cumulative hours spent
	2014-15	2015-16	2016-17	2017-18	2018-19		
Mr. Chandrakant Khetan	2	2	5	4	3	16	36
Dr. Anil Kumar	2	1	4	5	4	16	38 \$
Dr. Anjana Grewal	2	2	5	5	4	18	48 *\$
Mr. Prabhakar Dalal	2	2	5	5	4	18	46 \$
Mr. K H Viswanathan	2	2	5	4	4	17	38

* Full day workshop for Women Directors organised by CII.

\$ Full day workshop on Board Dynamics organised by Alphabricks Technologies Pvt. Ltd.