

## **Familiarisation Programme**

A familiarisation programme was conducted on October 22, 2024 at Registered Office of the Company – P & G Plaza, Cardinal Gracias Road, Chakala, Andheri East, Mumbai 400099 for the on-boarding of Mr. Sanjay Asher and Mr. C. P. Gurnani, Independent Directors of the Company which commenced at 9:00 a.m. and concluded at 1:00 p.m.

Below Directors of the Company attended the session:

1. Mr. Sanjay Asher
2. Mr. C. P. Gurnani (via video conference)
3. Mr. Gautam Kamath
4. Mr. P. M Srinivas

### **Onboarding Plan was as follows:**

#### Objective

To enable the independent directors to understand the nature of the business—its operations, strategies, risks, and management team—as well as the responsibilities and culture of the board and its committees.

#### Framework

- Introductory documents and readings
- An initial orientation session & meetings with Management team members
- Introductory Documents and Readings

<u>Sl. No.</u>	<u>Document</u>
1	Annual Reports for last 3 financial years
2	Code of Conduct for directors of the company
3	Memorandum and Articles of association
4	Insider Trading code of conduct
5	Policies and codes of conduct

#### Initial Orientation Session & meetings with Management team members

Various topics including introduction to P&G group and the Company, historical background, organization structure & review, company's growth strategy and grooming and oral care business onboarding.