

A familiarisation programme was conducted on **Wednesday, May 8, 2019** at Registered Office of the Company for on-boarding **Ms. Meena Ganesh**, Independent Director of the Company as per plan given below.

### **Independent Directors' On-boarding Plan**

#### 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	Product Portfolio
3	Board and Committee composition- roles of committees
4	Code of Conduct for directors of the company
5	Memorandum and Articles of association
6	Insider Trading code of conduct
7	Policies and codes of conduct
8	Additional Information- as requested

#### 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 feminine care and health care business onboarding. Apart from Ms. Meena Ganesh, Mr. Anil Kumar Gupta, Mr. Madhusudan Gopalan, Ms. Sonali Dhawan, Mr. Gagan Sawhney and Mr. Ghanashyam Hegde, Directors attended the said programme.