

Familiarisation Programme

A familiarisation programme was conducted on **March 15,2024** at Registered Office of the Company – P& G Plaza, Cardinal Gracias Road, Chakala, Andheri East, Mumbai 400099 for the on-boarding of Dr. Ashima Goyal, Independent Director of the Company which commenced at 9:00 a.m. and concluded at 1:15 p.m.

Following Directors were present at the session:

1. Dr. Ashima Goyal, Independent Director
2. Mr. A. K. Gupta, Independent Director
3. Mr. L.V. Vaidyanathan, Managing Director

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 feminine care and health care business onboarding.