



FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF MANGALAM DRUGS & ORGANICS LIMITED_2019-20

This Familiarization Program (“the Program”) for Independent Directors of Mangalam Drugs & Organics Limited (“the Company”) has been adopted by the Board of Directors pursuant to Regulations 25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

1. Purpose

The Program aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

2. Familiarization Process

2.1 The Company shall through its Executive Directors / Key Managerial Personnel / Management conduct programmes / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.

2.2 Such programmes / presentations provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company’s strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

2.3 New Independent Directors are provided with copy of latest Annual Report, the Code of Conduct drafted for the Independent Directors, the Code of Conduct for Prevention of Insider Trading.

2.4. The programmes / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities.

2.5 A detailed Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process, insurance cover, Code of Conduct and obligations on disclosures, is issued for the acceptance of the Independent Directors.

2.6 They are given all the documents sought by them for enabling a good understanding of the Company, its various Operations and the industry segments of which it is a part.

3. Disclosure of the Policy

3.1. This Policy shall be uploaded on the Company’s website for public information and a web link for the same shall also be provided in the Corporate Governance Section of the Annual Report of the Company.

3.2. Following information will be disclosed on the Website of the Company:

- a. Details of familiarization programmes imparted to Independent Directors.

- b. Number of Programmes attended by the Independent Directors (during the year and on cumulative basis till date).
- c. Number of hours spent by the Independent Directors in such programmes (during the year and on cumulative basis till date).
- d. Other relevant details

4. Review of the Program

4.1. The Board will review this Program and make revisions as may be required.

Pursuant to the Regulation 25 (7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, details of Familiarization Program imparted to Independent Directors of Mangalam Drugs and Organics Limited is as follows:

Programme No.	Nature / Subject of the Programme	Day / Date	Time Duration of Programme (No. of mins)	Details of Attendance (No. of mins attended)			
				Rukmesh P. Dhandhanania	Nidhi S. Mundada	Subhash Khattar	Prashant Pandit
1.	SEBI (Listing obligations and Disclosure Requirements) Regulations, 2015 and amendments thereto	09.05.2019	30	30	30	30	-
2.	Ongoing Business Updates	24.01.2020	30	30	30	30	30
Cumulative minutes till date			60	60	60	60	30

N.A. – Not Applicable since the Director was not on the Board of Directors of the Company on the programme date.

Details of familiarization programs imparted to Independent Directors in 2019-20

Sr. No.	Name of Independent Director	No. of sessions attended from 2018 to 2020	No. of Sessions attended in 2020	Number of minutes spent from 2018 to 2020	Number of minutes spent 2020
1.	Smt. Nidhi S. Mundada	4	2	120	60
2.	Shri Rukmesh P. Dhandhanania	4	2	120	60
3.	Shri Subhash C. Khattar	4	2	120	60
4.	Shri Prashant Pandit	1	1	30	30