

DIRECTORS' FAMILIARISATION PROGRAMME

ALBERT DAVID LIMITED (ADL) believes that a Board which is well informed / familiarized with the Company and its affairs can contribute significantly to effectively discharge its role of trusteeship in a manner that fulfills stakeholders' aspirations and societal expectations. In pursuit of this, the Directors of the Company are updated on changes/developments in the domestic/global corporate and industry scenario including those pertaining to statutes/legislation and economic environment and on matters affecting the Company, to enable them to take well informed and timely decisions.

Moreover, 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, product offerings, markets, organization structure, finance, human resources, technology, quality, facilities, risk management and such other areas as may arise from time to time. The programmes / presentations also familiarize the Independent Directors with their roles / rights and responsibilities.

On appointment, Directors are provided with induction kits which, inter alia, include the Company's Memorandum and Articles of Association, Corporate Governance Policy, Code of Conduct, Code of Conduct for Prevention of Insider Trading, Terms of reference of Board Committees and Annual Reports & Accounts for the last 2 years. The Independent Directors are apprised through appointment letters on their roles, duties & responsibilities, time commitment required, remuneration, insurance coverage and also the evaluation process for Board, Board Committees & Individual Director's performance.

To enable the Directors to familiarize themselves and gain experience on the manufacturing & other facilities of the Company, visits to Company facilities are organized for the Directors for this purpose. The industry scenario, competitive environment, regulatory framework and such other topics of interest are periodically shared with the Directors at the Board Meetings, along with review of the various businesses of the Company. The future plans of the Company, risk assessment & minimization procedures, CSR & sustainability initiatives, changes in organizational structure, succession plans and management development processes are also presented to the Board and Board Committees. All efforts are made to ensure that the Directors are updated from time to time on the current state of affairs of the Company.

Familiarization Programme organized by the Company during the year ended 31st March, 2018

Particulars	Cumulative upto 31 st March, 2017	During the year ended 31 st March, 2018	Cumulative upto 31 st March, 2018
Number of Familiarization Programmes organized by the Company, including visits to Company Facilities	5	1	6
Time spent by the each Independent Director in such Programme in aggregate	25 man hours	5 man hours	30 man hours

