

# **Familiarization Program For Independent Directors**

**Zota Health Care Limited**



This Familiarization Program for Independent Directors of **Zota Health Care Limited**; (“the Company”) has been adopted by the Board of Directors pursuant to the Regulation 25 of the SEBI (Listing Obligations and Disclosure Requirement) Regulations, 2015. It aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

**Purpose:**

The Company shall familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc., through various programmes. The details of such familiarisation programmes shall be disclosed on the Company’s website and a web link thereto shall be given in the Annual Report.

**Familiarization Process**

The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;

Such programs / presentations will provide an opportunity to the Independent Directors to interact with the senior leadership team 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. The programs / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;

The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time; and

The Company may conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

## **Disclosure**

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 Annual Report of the Company.

## **Review /Amendment**

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

*Details of familiarization programmes imparted to Independent Directors during Financial Year 2019-20 are as mentioned below:*

<b>1</b>	<b>Number of Programmes attended by Independent Directors (during the year and on a cumulative basis till date)</b>	Two Programmes : 1. 23/09/2019 2. 07/02/2020
<b>2</b>	<b>Number of Independent Directors of the Company</b>	Five
<b>3</b>	<b>Attendance of Independent Director</b>	
	<b>1. 23/09/2019</b>	Presence of all the Independent directors
	<b>2. 07/02/2020</b>	Presence of all the Independent directors
<b>4</b>	<b>Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)</b>	Approx. 8 hours
<b>5</b>	<b>Purpose of Programme(s)</b>	<ul style="list-style-type: none"> <li>a) Company's business model</li> <li>b) Strategy, Operations and functions of the Company</li> <li>c) Roles, Rights and Responsibilities of the independent director</li> <li>d) Term of reference of different Committees of Board of Directors</li> <li>e) Duties of the Independent Director</li> <li>f) Statutory Policies of the Company</li> <li>g) Off-site visit to plant</li> </ul>



*Details of familiarization programmes imparted to Independent Directors during Financial Year 2020-21 are as mentioned below:*

<b>1</b>	<b>Number of Programmes attended by Independent Directors (during the year and on a cumulative basis till date)</b>	One Programme : 10/02/2021
<b>2</b>	<b>Number of Independent Directors of the Company</b>	Five
<b>3</b>	<b>Attendance of Independent Director</b>	Presence of all the Independent directors
<b>4</b>	<b>Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)</b>	Approx. 4 hours
<b>5</b>	<b>Purpose of Programme</b>	a) Business Updates b) Regulatory Updates c) Representation of Financial Statements