

FAMILIRIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF BILCARE LIMITED

This Familiarization Program ("the Program") for Independent Directors of Bilcare Limited ("the Company") has been adopted by the Board of Directors pursuant to Schedule IV to the Companies Act, 2013 and the Listing Regulations of Securities and Exchange Board of India.

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.

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.

Ongoing Familiarization Program

The Board meetings of the Company are held at the Corporate Office of the Company wherein various presentations are made by business heads of the Company and its subsidiaries from time to time on different functions and areas in order to enable the Directors to better understand the Business and operations of the Company.

Presentations are made at the Board and Board Committee Meetings, on Business and performance updates of the Company, global business environment, business strategy and risks involved, market share, financial parameters, working capital management, senior management changes, litigations, compliances and fund flows. The Presentations at Board meetings include update on major developments in legal & regulatory areas, like Companies Act, Listing Agreement, and various Tax and financial reporting changes.

Visit to the Plant of the Company at every Annual General Meeting or Extra Ordinary General Meeting which helps to enable them to understand the operations of the Plant.

Each Independent Director of the Company has complete access to information relating to the Company like Policies, Board Presentations and Financials at all times through Board Effect Portal. Independent Directors have the freedom to interact with the Company's management. 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. Further, Independent Directors meet for a separate meeting of Independent Directors without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman and Managing Director.

Disclosure

This Program 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

The familiarization process will be revised from time to time in order to provide more information to the Independent Directors to enable them to contribute significantly to the growth of the Company.

Above Familiarization Program of Independent Directors was amended by Board of Directors of the Company at their meeting held on 15th January, 2019.