

## **DETAILS OF FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS**

*(Pursuant to Regulation 25 and Regulation 46 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015*

Punjab Chemicals and Crop Protection Limited ("*the Company*") has a familiarization programme for Independent Directors (copy available on the Company's website). The objective of the familiarization programme is to familiarize Company's Independent Directors inter-alia on the following:

- a) Nature of the Industry in which the Company operates
- b) Business environment and operational model of various business divisions of the Company
- c) Roles, Rights and Responsibilities of Directors
- d) Important changes in the Regulatory framework having impact on the Company
- e) Manufacturing facilities of the Company at various locations

In addition, the Company also undertakes initiatives to update the Independent Directors about:

- a) On-going events and developments relating to the Company and significant changes in the Regulatory environment by way of presentations
- b) Operations and financial performance of the Company.

It is pertinent to mention here that **the presentation on operations and financial performance of the Company is one of the key agenda in each Board Meeting.**

The Statutory Auditors of the Company, M/s B S R & Co. LLP also give presentation in the Audit Committee Meeting giving specific details relating to Company on the following heads:

- The Review of the working of the Company done by the Statutory Auditors and the findings.
- Key accounting estimates and Judgments
- Significant and other important matters relating to the performance of the Company
- Significant regulatory developments in Companies Act, Income Tax and other commercial laws including accounting standards.

The brief details of the specific Familiarization Programme sessions held through Video Conferencing due to COVID-19, during the financial year 2020-2021 are given below:

| S.No. | Date                          | Particulars                                                                                                                                                                                                              |
|-------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | 29 <sup>th</sup> June, 2020   | Detailed presentation to all the Board members about various statutory amendments in Companies Act / SEBI and other applicable acts in the Board Meeting held on 29 <sup>th</sup> June, 2020 through Video Conferencing. |
| 2     | 12 <sup>th</sup> August, 2020 | Detailed presentation to all the Audit Committee members                                                                                                                                                                 |



|   |                                 |                                                                                                                                                                                 |
|---|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   |                                 | (Includes all Independent Directors) about the applicability of CARO, 2020 for the statutory audit of the financial statements for periods beginning on or after April 1, 2020. |
| 2 | 25 <sup>th</sup> February, 2021 | Discussion on Annual Operation Plan and performance of the Company through Video Conferencing.                                                                                  |
| 3 | 24 <sup>th</sup> March, 2021    | Detailed Presentation on "Amendments in Companies (Corporate Social Responsibility Policy) Rules, 2021"                                                                         |

**Details as per Regulation 46 (2) (i) of SEBI (LODR) Regulations, 2015:**

|    |                                                                                                                                             |                                                                        |                        |
|----|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|------------------------|
| 1. | Number of programmes attended by Independent Directors (during the financial year 2020-2021 and on a cumulative basis till date)            | All the Independent Directors attended the above mentioned programmes. |                        |
| 2. | Number of hours spent by Independent Directors in such programmes (during the financial year 2020-2021 and on a cumulative basis till date) | During the Financial year 2020-2021                                    | Approximately 7 hours  |
|    |                                                                                                                                             | Cumulative till date                                                   | Approximately 36 hours |

*o/c*

