

## **FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF ZENOTECH LABORATORIES LIMITED**

This Familiarization Program (“the Program”) for Independent Directors of Zenotech Laboratories Limited (“the Company”) has been adopted by the Board of Directors pursuant to provisions of the Listing Agreement.

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.

This Policy shall be uploaded on the Company’s website, if any, for public information and a web link for the same shall also be provided in the Annual Report of the Company.

All the information and documents as and when sought by the IDs are promptly provided. All the relevant and important information is placed before the Board / Committees to enable them discharge their functions efficiently and effectively.

During the financial year 2021-22, familiarization programs was made to IDs of the Company on Annual budgets, Review of Operations and state of affairs of the Company and updation on Companies Act, 2013 and other allied Rules framed thereunder and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other regulations, as amended from time to time.

<b>Name of Independent Director</b>	<b>Programmes attended in FY 2021-22</b>		<b>Cumulative basis from FY 2014-15</b>	
	<b>No. of Programmes</b>	<b>Hours spent</b>	<b>No. of programmes</b>	<b>Hours spent</b>
Smt. Kavita Rakesh Shah	4	2	28	14
Mr. Chintan Jitendra Shah	4	2	28	14
Smt. Jagruti Prashant Sheth	4	2	8	4

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