



## **Abbott India Limited**

### **Policy on Induction & Continuing Education Program for Independent Directors**

#### **1. Introduction**

1.1 This Policy on Induction and Continuing Education Program for Independent Directors of the Company has been adopted by the Board pursuant to Regulation 25 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

#### **2. Objective**

2.1 These Programs are conducted to familiarize the Independent Directors with the Company, its operations, its management and the industry in which it operates. It seeks to enable the Independent Directors to understand the business and strategy, and leverage their own expertise and experience to the maximum benefit of the Company.

#### **3. Induction and Continuing Education process**

3.1 New Independent Directors are briefed by the Chairperson/ Managing Director about the Company, its products, business model, strategies, competitors, policies, procedures and also provided with relevant documents;

3.2 New Independent Directors are handed over the Annual Reports of the Company, Charter of Board Committees, Code of Business Conduct, Code for Independent Directors, Code for Prevention of Insider Trading and other Company policies and procedures;

3.3 The Company arranges for periodic presentations by the Commercial Directors/ Managing Director / Key Managerial Personnel to familiarize the Independent Directors with the Company's business strategies, plans, operations and performance; it also provides insights into the growth opportunities for the Company, operational and environmental risks associated with the Company's business operations, products, Management's risk mitigation plans, and human resources;

3.4 The Company arranges for periodic presentations by relevant Functional Heads to brief the Independent Directors on the Company's policies and procedures, distribution channels, business model, cash and treasury management, accounting systems and internal controls;

- 3.5 The Company arranges for such programs and presentations by external faculty, which will aid the Independent Directors in understanding their roles and responsibilities and keep them updated with current happenings, relevant news and regulatory changes;
- 3.6 The Company arranges periodic plant visits for Directors, where senior executives of the plant apprise them of the manufacturing operations at the plant;
- 3.7 The Company may circulate news and articles relating to the Company, subscribing the magazines, newsletters for the independent directors.

#### **4. Disclosures**

- 4.1 As and when the Company undertakes induction and continuing education programs for its Independent Directors as per this Policy, relevant details 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.

#### **5. Review of the program**

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

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