



ADF FOODS LIMITED

DETAILS OF FAMILIARISATION PROGRAMMES - F.Y. 2019-20

- The Directors appointed by the Board are given induction and orientation with respect to the Company's vision, strategic direction, core values, including ethics, corporate governance practices, financial matters and business operations by having one to one meeting with the Management and through detailed Corporate Presentation.
- New Independent Directors are provided with copy of the latest Annual Report, the ADF Code of Conduct and the Code of Conduct for Prevention of Insider Trading.
- A detailed Appointment Letter incorporating the role, duties and responsibilities is issued to the Independent Directors.
- At various quarterly Board/ Committee Meetings, presentations are made by the Management of the Company on the operations and financial performance, working capital management, fund flows, business risks and controls, subsidiary information and updates on relevant statutory changes encompassing important laws, etc. The Management also updates the Board Members regarding future business plans, major litigations, CSR activities, etc.

The details of Familiarization sessions given to the Independent Directors during the FY 2019-20 are as follows:

Sr. No.	Subject Matter of discussion	No. of hours spent by the Independent Director in such program	
		FY 2019-20	Cumulative Basis
1.	Presentation on highlights of the Regulatory updates including Companies Act and SEBI Regulations	3 Hours	23 Hours
2.	Annual Budgets	0.5 Hour	3.5 Hours

General - Financial Performance of the Company and its Subsidiaries, updates on CSR activities, presentation on business risks and concerns, updates on major litigations, etc.
