

NOVARTIS INDIA LIMITED

FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS

Novartis India Limited proactively keeps its Board and committee members abreast on all key activities of the Company, its management and operations and provides an overall industry perspective & issues being faced by the industry.

In order to better orient themselves with the roles, rights and responsibilities, each Director is at the time of his/her appointment issued a letter of appointment, which inter-alia stipulates the duties and responsibilities of the Directors. The Directors are also given orientation on Company operations, its structure as well as culture.

At the meetings of the Board and Committees, the members get an opportunity to interact with senior managers of the Company and discuss matter pertaining to financial performance, business updates, legal and regulatory updates and also get to review internal audit and risk management framework.

At the meetings of the Board and the Committees, members are constantly updated by the Managing Director (Country Pharma Head & Country President) as well as by the business and function heads, on industry matters, regulatory matters, business trends and key litigations of the Company. This provides regular familiarization to the Directors on the latest developments in the Pharma Industry as well the Company.

At the Board Meetings held on May 23, 2019, August 8, 2019, November 8, 2019 and February 11, 2020, the Directors were familiarized with various updates on economic, industry and business trends including amendments in the Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, SEBI (Prohibition of Insider Trading) Regulations, 2015 and Key litigations matters. In case of any key developments between two board meetings, the members are kept informed appropriately.

Details of time spent on familiarization to Independent Directors is as follows:

Sr. No.	Name of Independent Director	No. of sessions attended			No. of hours spent in the sessions attended		
		FY 2018-19	FY 2019-20	Cumulative till date	FY 2018-19	FY 2019-20	Cumulative till date
1.	Mr. Jai Hiremath	8	6	14	4 hours 25 mins	3 hours 30 mins	7 hours 55 mins
2.	Ms. Sandra Martyres	8	6	14	4 hours 25 mins	3 hours 30 mins	7 hours 55 mins
3.	Dr. Rajendra Nath Mehrotra	8	6	14	4 hours 25 mins	3 hours 30 mins	7 hours 55 mins