

## 3M INDIA LIMITED

### DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS

Regulation 25(7) of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, mandates that companies must familiarize their Independent Directors with the organization, including their roles, rights, and responsibilities, the nature of the industry, and the company's business model through various programs.

The Company has established a familiarization program for its Independent Directors. Upon the appointment of a new Independent Director, senior management conducts an in-depth familiarization session. This program covers various aspects such as the nature of the business, the company's operations, financial performance, market dynamics, human resources, auditor/ auditors, and other relevant areas as needed.

A detailed appointment letter is provided to the Independent Directors, outlining their role, duties, responsibilities, remuneration, performance evaluation process and insurance coverage.

Periodic presentations are made during Board and Committee meetings to update the Independent Directors on the company's business performance, the prevailing business environment, industry-specific updates, business strategy, associated risks, and related subjects. These presentations are regularly delivered to the Board of Directors, Audit Committee, Nomination and Remuneration Committee (NRC), Corporate Social Responsibility (CSR) Committee, Risk Management Committee (RMC), and Stakeholders' Relationship Committee (SRC).

#### Details of the Familiarization Program for Independent Directors are as follows:

Financial year	Number of sessions / Programs attended	Cumulative Hrs	Common topics
2015-16	11 during 3 board meetings	8.50	Risk assessment and minimization, Business updates, Regulatory, CSR, Secretarial standards, Company initiatives and plans, Financial and compliance matters
2016-17	7 during 4 board / committee meetings and other 2 special sessions, including 1 Innovation Center & Bangalore Plant Visit	6.60	Risk assessment and minimization measures, Business updates, Compliance overview and conflict of interest, Transfer pricing study updates, Site visits and case studies
2017-18	9 during 5 board/committee meetings, 1 two day review with top leadership team / tour of 3M facility in St. Paul, USA	2 days plus 4.83 hrs	Risk assessment and minimization measures, Updates on GST, Strategic planning, Company policies and compliance updates, Site visits and leadership meetings
2018-19	4 during 3 board / committee meetings, 1 factory visit of Ranjangaon plant	5.41	Risk assessment and minimization measures, Site visits, D&O Insurance
2019-20	4 during 3 board / committee meetings	1.31	Cyber Security, Business, Regulatory
2020-21	7 during 3 board / committee meetings	1.75	Cyber Security, Business, Regulatory
2021-22	11 during 4 board / committee meetings	3.33	Business, Regulatory, ERM, Business presentations – Safety & Industrial and Consumer.
2022-23	12 during 5 board / committee meetings	2.25	Business, Regulatory, ERM, Management presentations – Transportation & Electronics, Safety & Industrial and Healthcare.
2023-24	10 during 5 board / committee meetings and 1 Ranjangaon Plant Visit for 2 Independent Directors	6.3 plus one day of plant visit	Business, Regulatory, ERM, Management presentations – Consumer and Transportation & Electronics.
2024-25 (ongoing)	6 during 4 board / committee meetings and 1 plant tour for 1 new Independent Director and 1 meeting with Sr. Leadership and other directors for new Independent Director and other stakeholders, such as auditors etc.	7 plus one day of plant visit	Company updates, Business, Process, ERM, Regulatory, etc.,