

**ANNEXURE I**

**Format to be submitted by listed entity on quarterly basis**

1. Name of Listed Entity - %companyName%  
 2. Quarter ending - %quarterEnded%

**i. Composition Of Board Of Director**

T i t l e ( M r / M s )	Name of the Dir ect or	D I N	P A N	Cat ego ry (Ch air pers on / Exe cutiv e/ No n- Exec utive/ Inde pend ent/ Nomi nee)	S u b C a t e g o r y	Ini tia l D a t e of A p p o i n t m e n t	Dat e of App oint me nt	Dat e of ces sati on	T e n u r e	D a t e of Bir th	Wh eth er spe cial res olut ion pas sed ?	D a t e of p a ss in g s p e ci al res ol uti on	N o. of Di re ct or s h i p in lis te d e n t i t i e s in cl u d i n g th is lis te d e n t i t y	No of Inde pend ent Dire ct or ship in lis te d ent itie s in cl u d i n g th is lis te d ent ity	No of me mb ers h i p s in Au dit/ Sta keh old er Co mm itte e(s) in cl u d i n g th is lis te d ent ity	No of po st of Ch air pers on in Au dit/ St ak eh old er Co m m it te e h el d in lis te d ent itie s in cl u d i n g th is lis te d ent ity	Me mb ers h i p in Co m m it tee s of the Co m p a n y	Rem arks
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M r.	Pa wa n Par eek	0 7 1 2 5 4 0 1 1	A Q T P P 6 1 0 5 G	ED		01- Oct - 201 9	30- Sep- 2020			2 8- A u g- 1 9 7 0	NA		1	0	0	0	
M r.	Rit esh Ag gar wal	0 7 6 7 1 6 0 0	A D IP A 3 8 1 5 G	NED		01- Oct - 201 9	30- Sep- 2020			2 9- A u g- 1 9 7 9	NA		1	0	1	0	AC
M r.	Ra m Nar ain	0 3 5 9 6 3 3 1	A B S P N 6 6 0 9 F	NED		01- Oct - 201 9	30- Sep- 2020			0 7- F eb - 1 9 5 7	NA		1	0	1	1	SC,NR C
M r.	Par vez Ha yat	0 8 2 0 2 4 5 1	A A JP H 5 4 2 D	ID		01- Oct - 201 9	30- Sep- 2020	4 8		0 1- Ju l- 1 9 5 8	NA		1	1	1	0	AC,N RC
M r.	Raj esh Sha rma	0 1 5 8 6 3 3 2	A E U P S 7 4 2 4J	ID,C & NED		01- Oct - 201 9	30- Sep- 2020	4 8		1 4- Ja n- 1 9 7 2	NA		2	2	3	1	AC,SC ,NRC

M	Poo	0	A	ID		01-	30-		4	2	NA		0	0	0	0		
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		0	6							5								
		0	4							0								
			E															

Company Remarks	
Whether Permanent chairperson appointed	Yes
Whether Chairperson is related to MD or CEO	No

## ii. Composition of Committees

### a. Audit Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Rajesh Sharma	ID,C & NED	Chairperson	09-Nov-2019	
2	Parvez Hayat	ID	Member	09-Nov-2019	
3	Ritesh Aggarwal	NED	Member	09-Nov-2019	

Company Remarks	
Whether Permanent chairperson appointed	Yes

### b. Stakeholders Relationship Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Ram Narain	NED	Chairperson	09-Nov-2019	
2	Rajesh Sharma	ID,C & NED	Member	09-Nov-2019	
3	Indrajeet Kumar Tiwary	ED	Member	09-Nov-2019	

Company Remarks	
Whether Permanent chairperson appointed	Yes

### c. Risk Management Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
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Company Remarks	
Whether Permanent chairperson appointed	

### d. Nomination and Remuneration Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Parvez Hayat	ID	Chairperson	09-Nov-2019	
2	Rajesh Sharma	ID,C & NED	Member	09-Nov-2019	
3	Ram Narain	NED	Member	09-Nov-2019	

Company Remarks	
Whether Permanent chairperson appointed	Yes

iii. **Meeting of Board of Directors**

Date(s) of Meeting (if any) in the previous quarter	Date(s) of Meeting (if any) in the relevant quarter	Whether requirement of Quorum met	Number of Directors present	Number of Independent Directors present
24-Jun-2020	14-Aug-2020	Yes	7	3

Company Remarks	
Maximum gap between any two consecutive (in number of days)	50

iv. **Meeting of Committees**

Name of the Committee	Date(s) of meeting during of the committee in the previous quarter	Date(s) of meeting of the committee in the relevant quarter	Whether requirement of Quorum met (Yes/No)	Number of Directors present	Number of independent directors present
Audit Committee	24-Jun-2020		Yes		
Audit Committee		14-Aug-2020	Yes	3	2
Stakeholders Relationship Committee	24-Jun-2020		Yes		
Stakeholders Relationship Committee		14-Aug-2020	Yes	3	2
Nomination & Remuneration Committee	24-Jun-2020		Yes		

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	50

v. **Related Party Transactions**

Subject	Compliance status (Yes/No/NA)	Remark
Whether prior approval of audit committee obtained	Not Applicable	

Whether shareholder approval obtained for material RPT	Not Applicable	
Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Not Applicable	

Disclosure of notes on related party transactions and Disclosure of notes of material related party transactions	
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## VI. Affirmations

1. The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015. - **Yes**
2. The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015
  - a. Audit Committee - **Yes**
  - b. Nomination & remuneration committee - **Yes**
  - c. Stakeholders relationship committee - **Yes**
  - d. Risk management committee (applicable to the top 100 listed entities) - **Not applicable**
3. The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015. - **Yes**
4. The meetings of the board of directors and the above committees have been conducted in the manner as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.- **Yes**
5.
  - a. This report and/or the report submitted in the previous quarter has been placed before Board of Directors. - **Yes**
  - b. Any comments/observations/advice of Board of Directors may be mentioned here:

%affirmComments%
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**Name** : %affirmName%  
**Designation** : %affirmDesignation%

## ANNEXURE III

### Affirmations

<b>Broad Heading</b>	<b>Regulation Number</b>	<b>Compliance Status</b>	<b>Company Remark</b>
Copy of the annual report including balance sheet, profit and loss account, directors report, corporate governance report, business responsibility report displayed on website	46(2)	Yes	

Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	Yes	
Presence of Chairperson of the nomination and remuneration committee at the annual general meeting	19(3)	Yes	
Presence of Chairperson of the Stakeholder Relationship committee at the annual general meeting	20(3)	Yes	
Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with para C of Schedule V	Yes	

Note:

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**Name** : **Tapas Tirtha**  
**Designation** : **Company Secretary & Compliance Officer**