

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) | N a m e o f t h e D i r e c t o r | D I N | P A N | C a t e g o r y (C h a i r p e r s o n / E x e c u t i v e / N o n - E x e c u t i v e / I n d e p e n d e n t / N o m i n e e | S u b C a t e g o r y | I n i t i a l D a t e o f A p p o i n t m e n t | D a t e o f A p p o i n t m e n t | D a t e o f c e s s a t i o n | T e n u r e | D a t e o f B i r t h | W h e t h e r s p e c i a l r e s o l u t i o n p a s s e d ? | D a t e o f p a s s i n g s p e c i a l r e s o l u t i o n | N o. o f D i r e c t o r s h i p i n l i s t e d e n t i t i e s i n c l u d i n g t h i s l i s t e d e n t i t y | N o o f I n d e p e n d e n t D i r e c t o r s h i p i n l i s t e d e n t i t i e s i n c l u d i n g t h i s l i s t e d e n t i t y | N o o f m e m b e r s h i p i n A u d i t / S t a k e h o l d e r C o m m i t t e e (s) i n c l u d i n g t h i s l i s t e d e n t i t y | N o o f p o s t o f C h a i r p e r s o n i n A u d i t / S t a k e h o l d e r C o m m i t t e e h e l d i n l i s t e d e n t i t i e s i n c l u d i n g t h i s l i s t e d e n t i t y | M e m b e r s h i p i n C o m m i t t e e s o f t h e C o m p a n y | R e m a r k s |
|---|--|---------------------------------|---------------------------------|--|---|--|---|---|----------------------------|---|---|--|--|--|--|--|--|---------------------------------|
| M r. | S a n d e e p k u m a r V i s h w a n a | 0 2 5 6 6 4 8 | A A O P A 1 1 | C, E D | M D | 19- A p r - 199 5 | 05- J a n- 2017 | | 0 | 0 6- J u n- 1 9 6 | N A | | 1 | 0 | 0 | 0 | | |

| | | | | | | | | | | | | | | | | | |
|--------------|---|---|---|----|--|------------------------------|---------------------|--------|---|----|--|---|---|---|---|---------------|--|
| | th Agr aw al | 0 9 5J | | | | | | 9 | | | | | | | | | |
| M rs . | Poo na m San dee pku mar Agr aw al | 0 1 7 1 2 1 2 8 8 0 C | A B D P A 0 2 8 8 0 C | ED | | 08- Au- g- 200 3 | 05- Jan- 2017 | | 0 4- O ct - 1 9 7 1 | NA | | 1 | 0 | 1 | 0 | SC | |
| M r. | Ma nis h Chi da mb ara m Iye r | 0 0 6 3 1 9 7 2 | A A JP I6 7 1 1 K | ID | | 30- Au- g- 201 8 | 30- Aug- 2018 | 2 5 | 2 9- D ec - 1 9 7 5 | NA | | 1 | 1 | 1 | 0 | AC | |
| M r. | Jay esh Jai n | 0 2 7 3 3 0 3 5 | A D IP J7 6 0 5 D | ID | | 15- Feb - 201 8 | 15- Feb- 2018 | 3 2 | 1 9- S ep - 1 9 7 7 | NA | | 1 | 1 | 0 | 0 | | |
| M r. | Ajit jain | 0 7 8 2 7 8 0 4 | A C P PJ 6 4 1 3 D | ID | | 07- De- c- 201 9 | 07- Dec- 2019 | 1 0 | 2 1- A u g- 1 9 7 6 | NA | | 1 | 1 | 2 | 1 | AC,SC ,NRC | |
| M rs . | Bh oo mik a Gu pta | 0 2 6 3 0 0 7 4 | A M B P D 5 7 9 | ID | | 06- Jan - 201 7 | 06- Jan- 2017 | 4 5 | 1 9- S ep - 1 9 8 | NA | | 1 | 1 | 2 | 0 | AC,SC ,NRC | |

| | | | | | | | | | | | | | | | | | |
|------------------|---|--|--|-----|--|-----------------------------|---------------------|--|--------|---|----|--|---|---|---|---|------------|
| | | | 2 N | | | | | | 0 | | | | | | | | |
| M r s . | Sar ita Agr awal | 0 7 6 9 4 1 1 0 8 9 2J | A A E P A A 1 1 8 9 2J | NED | | 06- Jan - 201 7 | 06- Jan- 2017 | | 0 | 1 0- M ay - 1 9 7 0 | NA | | 1 | 0 | 1 | 0 | SC,NR C |
| M r. | Sid dha rth Sa mp atji Du gar | 0 7 7 0 3 3 6 9 | A IL P D 2 4 5 0J | ID | | 19- Jan - 201 7 | 19- Jan- 2017 | | 4 5 | 3 1- O ct - 1 9 8 3 | NA | | 1 | 1 | 1 | 1 | AC,N RC |
| M r. | Ab his hek San dee pku mar Agr awal | 0 7 6 1 3 9 4 3 | B U L P A 8 4 2 5 R | ED | | 14- No v- 201 9 | | | 0 | 0 6- M ar - 1 9 9 7 | NA | | 1 | 0 | 0 | 0 | |

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|---|-----|
| Company Remarks | |
| Whether Permanent chairperson appointed | Yes |
| Whether Chairperson is related to MD or CEO | Yes |

ii. Composition of Committees

a. Audit Committee

| Sr. No. | Name of the Director | Category | Chairperson/Membership | Appointment Date | Cessation Date |
|---------|--------------------------|----------|------------------------|------------------|----------------|
| 1 | Manish Chidambaram Iyer | ID | Member | 30-Aug-2018 | |
| 2 | Ajit jain | ID | Member | 19-Jun-2017 | |
| 3 | Bhoomika Gupta | ID | Member | 19-Jan-2017 | |
| 4 | Siddharth Sampatji Dugar | ID | Chairperson | 19-Jan-2017 | |

| | |
|-----------------|--|
| 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 | Poonam Sandeepkumar Agrawal | ED | Member | 19-Jan-2017 | |
| 2 | Ajit jain | ID | Chairperson | 19-Jun-2017 | |
| 3 | Bhoomika Gupta | ID | Member | 19-Jan-2017 | |
| 4 | Sarita Agrawal | NED | Member | 19-Jun-2017 | |

| | |
|---|-----|
| Company Remarks | |
| Whether Permanent chairperson appointed | Yes |

c. Risk Management Committee

| Sr. No. | Name of the Director | Category | Chairperson/Membership | Appointment Date | Cessation Date |
|---------|----------------------|----------|------------------------|------------------|----------------|
|---------|----------------------|----------|------------------------|------------------|----------------|

| | |
|---|--|
| 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 | Sarita Agrawal | NED | Member | 19-Jan-2017 | |
| 2 | Bhoomika Gupta | ID | Chairperson | 19-Jan-2017 | |
| 3 | Ajit jain | ID | Member | 19-Jun-2017 | |
| 4 | Siddharth Sampatji Dugar | ID | Member | 19-Jan-2017 | |

| | |
|---|-----|
| 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 |
|---|---|-----------------------------------|-----------------------------|---|
| 20-Jun-2020 | 14-Aug-2020 | Yes | 9 | 5 |
| 30-Jun-2020 | | Yes | 9 | 5 |

| | |
|---|----|
| Company Remarks | |
| Maximum gap between any two consecutive (in number of days) | 44 |

iv. Meeting of Committees

| Name of the Committee | Date(s) of meeting during of the committee | Date(s) of meeting of the committee in the | Whether requirement of Quorum | Number of Directors present | Number of independent directors |
|-----------------------|--|--|-------------------------------|-----------------------------|---------------------------------|
|-----------------------|--|--|-------------------------------|-----------------------------|---------------------------------|

| | in the previous quarter | relevant quarter | met (Yes/No) | | present |
|-------------------------------------|-------------------------|------------------|--------------|---|---------|
| Audit Committee | 20-Jun-2020 | 14-Aug-2020 | Yes | 4 | 4 |
| Audit Committee | 30-Jun-2020 | 14-Aug-2020 | Yes | 4 | 4 |
| Stakeholders Relationship Committee | 20-Jun-2020 | 14-Aug-2020 | Yes | 4 | 2 |
| Nomination & Remuneration Committee | | 14-Aug-2020 | Yes | 4 | 3 |

| | |
|--|----|
| Company Remarks | |
| Maximum gap between any two consecutive (in number of days) [Only for Audit Committee] | 44 |

v. Related Party Transactions

| <i>Subject</i> | <i>Compliance status (Yes/No/NA)</i> | <i>Remark</i> |
|--|--------------------------------------|---------------|
| Whether prior approval of audit committee obtained | Yes | |
| 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 | Yes | |

| | |
|--|--|
| Disclosure of notes on related party transactions and Disclosure of notes of material related party transactions | |
|--|--|

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:

| |
|-------------------|
| %affirm Comments% |
|-------------------|

Name : %a ffirm Name%
Designation : %a ffirm Designation%

ANNEXURE III

Affirmations

| Broad Heading | Regulation Number | Compliance Status | Company Remark |
|--|--------------------------------------|--------------------------|-----------------------|
| 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 : Stuti Kinariwala
Designation : Company Secretary