

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

Title (Mr./Ms)	Name of the Director	DIN	PAN	Category (Chairperson/Executive/Non-Executive/Independent/Nominee)	Sub Category	Initial Date of Appointment	Date of Appointment	Date of cessation	Tenure	Date of Birth	Whether special resolution passed?	Date of passing special resolution	No. of Directorship in listed entities including this listed entity	No of Independent Directors in listed entities including this listed entity	No of memberships in Audit/Stakeholder Committee(s) including this listed entity	No of post of Chairpersons in Audit/Stakeholder Committee held in listed entities including this listed entity	Membership in Committees of the Company	Remarks
Mr.	Mukesh Dahyabhai Patel	00009605	ACQPP7668D	ID,C & NED		19-Feb-1985	13-Aug-2019		60	12-Dec-1949	NA		3	3	6	4	AC,SC,RC,NRC	
Mr.	Shalil ShashiKumar Shroff	00015621	AABPS6589H	ED	MD	15-Jan-1998	15-Jan-2018		36	11-Dec-1964	NA		1	0	1	0	SC,RC	
Mr.	Capt. Surjit Singh Chopra	00146490	AADPC3510E	NED		18-Aug-2004	18-Aug-2004			08-Apr-1940	Yes	25-Sep-2020	1	0	0	0		
Mr.	Vijay Dilbagh Rai	00075837	AEVPR2852L	ID		28-Feb-1985	13-Aug-2019		60	13-Oct-1946	Yes	13-Aug-2019	1	1	4	1	AC,SC,NRC	
Mr.	Sheo Prasad Singh	06493455	AFLPS9474A	ID		28-May-2015	25-Sep-2020		60	28-Apr-1952	NA		1	1	1	0	AC,NRC	
Mr.	Shivshanar Shripal Tiwari	00019058	AAGPT6083N	NED		28-May-2015	28-May-2015			30-Aug-1953	NA		1	0	0	0	RMC	

Mr.	Avtar Singh	000 635 69	ACJ PS57 61R	ED		14- Nov- 1996	14- Nov- 2017		36	04- Oct- 1958	NA		1	0	2	0	SC,RC	
Mrs.	Aruna Rajendra Bhinge	074 749 50	AEF PB53 88F	ID		29- May- 2018	01- Apr- 2020		60	09- Sep- 1957	NA		3	3	3	0	AC,NR C	

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	Mukesh Dahyabhai Patel	ID,C & NED	Member	22-Jan-2002	
2	Vijay Dilbagh Rai	ID	Chairperson	18-Aug-2004	
3	Aruna Rajendra Bhinge	ID	Member	29-May-2018	
4	Sheo Prasad Singh	ID	Member	28-May-2015	

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	Avtar Singh	ED	Member	22-Jan-2002	
2	Mukesh Dahyabhai Patel	ID,C & NED	Chairperson	06-Apr-2006	
3	Shalil ShashiKumar Shroff	ED	Member	18-Aug-2004	
4	Vijay Dilbagh Rai	ID	Member	22-Jan-2002	

Company Remarks	
Whether Permanent chairperson appointed	Yes

c. Risk Management Committee

<i>Sr. No.</i>	<i>Name of the Director</i>	<i>Category</i>	<i>Chairperson/Membership</i>	<i>Appointment Date</i>	<i>Cessation Date</i>
1	Shalil ShashiKumar Shroff	ED	Chairperson	28-Dec-2005	
2	Mukesh Dahyabhai Patel	ID,C & NED	Member	30-Apr-2013	
3	Avtar Singh	ED	Member	28-Dec-2005	
4	Shivshankar Shripal Tiwari	NED	Member	28-May-2015	

Company Remarks	
Whether Permanent chairperson appointed	Yes

d. Nomination and Remuneration Committee

<i>Sr. No.</i>	<i>Name of the Director</i>	<i>Category</i>	<i>Chairperson/Membership</i>	<i>Appointment Date</i>	<i>Cessation Date</i>
1	Vijay Dilbagh Rai	ID	Chairperson	18-Aug-2004	
2	Aruna Rajendra Bhinge	ID	Member	29-May-2018	
3	Sheo Prasad Singh	ID	Member	28-May-2015	
4	Mukesh Dahyabhai Patel	ID,C & NED	Member	06-Apr-2006	

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
15-Apr-2020	12-Aug-2020	Yes	8	4
29-Jun-2020	17-Sep-2020	Yes	8	4

Company Remarks	
Maximum gap between any two consecutive (in number of days)	43

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	15-Apr-2020	12-Aug-2020	Yes	4	4
Audit Committee	29-Jun-2020	17-Sep-2020	Yes	4	4
Stakeholders Relationship Committee	29-Jun-2020	12-Aug-2020	Yes	4	2

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	43

v. **Related Party Transactions**

Subject	Compliance status (Yes/No/NA)	Remark
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	
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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:

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Name : PUNIT KUMAR ABROL
Designation : Company Secretary & Compliance Officer

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 : PUNIT KUMAR ABROL
Designation : Company Secretary & Compliance Officer