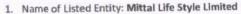
### **Corporate Governance** ANNEXURE I

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



2. Quarter ending: March 31, 2021

	osition of Board	OI DIRECTORS	Category (Chairperson	Initial date of	Date of re-	Date of	Tenure*	Date of Birth	No of	No of Independent	Number of	No of post of
itle Mr./ 1s)	Name of the F Director		/Executive/N on Executive/in dependent/ Nominee)&	appointment	appointment		Tenure			Directorship in listed entities including this listed entity [in reference to	memberships in Audit/ Stakeholder Committee(s) including this listed entity	Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(1) of Listing Regulations)
Mr.	Brijeshkumar Mittal	PAN- AACPM8523C DIN -02161984	Chairperson-Executive Promoter-Managing Director	31/08/2005		-		25/06/1959	1	Nil	1	Nil
Mr.	Praful Shah	PAN- AFCPS7532N DIN - 07927339	Non-Executive Independent Director	04/09/2017	-	-	Upto 03/09/2022	21/01/1960	1	1	2	1
Mr.	Prasun Modi	PAN- AABPM5228K DIN - 07336581	Non-Executive Independent Director	04/09/2017	*	-	Upto 03/09/2022	04/03/1961	1	1	2	1
Mr.	Pratik Mittal	PAN- AACPM85190 DIN - 05188126	Executive Promoter Director-CFO	15/10/2014	-	-	-	14/07/1989	1	Nil	1	Nil
Mrs.	Sudha Mittal	PAN- AAHPM4069L DIN - 01353814	. Non-Executive Director	31/08/2005	-	-		19/11/1961	1	Nil	Nil	Nil
Mr.	Vishnu Sharma	PAN: BDBPS3372J DIN: 08735262	Non-Executive Independent Director	19/04/2020	-	-	Upto 18/04/2025	28/10/1982	1	1	Nil	Nil

Whether regular Chairperson appointed – Yes, Mr. Brijeshkumar Mittal

Whether Chairperson is related to managing director or CEO – Yes. Chairperson, Mr. Brijeshkumar Mittal is also the Managing Director of the Company

SPAN of any director would not be displayed on the website of Stock Exchange

\*Category of directors means executive/non-executive/independent/Nominee. If a director fits into more than one category write all categories separating them with hyphen \*to be filled only for Independent Director. Tenure would mean total period from which Independent director is serving on Board of directors of the listed entity in continuity without any cooling off period.

II. Comp	osition of Committees		Chairmanna
Name o	f Committee	Name of Committee members	Category (Chairperson /Executive/Non-Executive /independent/Nominee) <sup>&amp;</sup>
1.	Audit Committee	Mr. Prasun Modi	Chairperson of the Committee, Non- Executive Independent Director
		Mr. Praful Shah	Non-Executive Independent Director
		Mr. Brijeshkumar Mittal	Executive Promoter-Managing Director
2.	Nomination & Remuneration Committee	Mr. Praful Shah	Chairperson of the Committee, Non- Executive Independent Director
		Mr. Prasun Modi	Non -Executive Independent Director
		Mrs. Sudha Mittal	Non-Executive Promoter Director
3.	Risk Management Committee (if applicable)	NA	NA
4.	Stakeholders Relationship Committee	Mr. Praful Shah	Chairperson of the Committee, Non- Executive Independent Director
		Mr. Prasun Modi	Non -Executive Independent Directo
		Mr. Pratik Mittal	Executive Promoter Director & CFO

<sup>®</sup>Category of directors means executive/non-executive/independent/Nominee. If a director fits into more than one category write all categories separating them with hyphen

III. Meetings of Boar Date(s) of Meeting (if any) in the previous quarter (October- December 2020)	Date(s) of Meeting (if any) in the relevant quarter (January-March 2021)	Whether requirement of Quorum met*	Number of Directors present*	Number of independent directors present*	Maximum gap between any two consecutive (in number of days)
Friday, 9 October, 2020	Friday, 8 January, 2021	Yes	6	3	90 days

III. Meetings of Commit Date(s) of meeting of the committee in the relevant quarter (January-March 2021)	Whether requirement of Quorum met (details)*	Number of Directors present*	Number of independent directors present*	Date(s) of meeting of the committee in the previous quarter (October- December 2020)	Maximum gap between any two consecutive in number of days*
		Audit C	ommittee		
Friday, 8 January, 2021	Yes	3	2	Friday, 9 October, 2020	90 days
	No	mination & Rem	uneration Commit	tee	
*	-	-	-	-	-
	S	takeholder Rela	tionship Committe	e	
-	-	1-	-		-
		Risk Manager	ment Committee		
	1-	1-	-	-	-
*This information has to is optional **to be filled in only fo	to be mandatorily b	given for audit			



V. Related Party Transactions	
Subject	Compliance status (Yes/No/NA)refer note below
Whether prior approval of audit committee obtained	Yes
Whether shareholder approval obtained for material RPT	NA
Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit	Yes

#### Note

- In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- If status is "No" details of non-compliance may be given here.

#### VI. Affirmations

- 1. The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015.
- 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—NA (applicable to the top 100 listed entities)
- 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. This report and/or the report submitted in the previous quarter have been placed before Board of Directors. Any comments/observations/advice of Board of Directors may be mentioned here: NA

Mr. Brijeshkumar Jagdishkumar Mittal

**Managing Director** DIN: 02161984

## Note:

Information at Table I and II above need to be necessarily given in 1st quarter of each financial year. However if there is no change of information in subsequent quarter(s) of that financial year, this information may not be given by Listed entity and instead a statement "same as previous quarter" may be given.

# ANNEXURE II Format to be submitted by listed entity at the end of the financial year (for the whole of financial year)

ltem	Compliance status
	(Yes/No/NA) refer note below
Details of business	Yes
Terms and conditions of appointment of independent directors	Yes
Composition of various committees of board of directors	Yes
Code of conduct of board of directors and senior management personnel	Yes
Details of establishment of vigil mechanism/ Whistle Blower policy	Yes
Criteria of making payments to non-executive directors	Yes
Policy on dealing with related party transactions	Yes
Policy for determining "material" subsidiaries	NA
Details of familiarization programmes imparted to independent directors	Yes
Contact information of the designated officials of the listed entity who are	Yes
responsible for assisting and handling investor grievances	
Email address for grievance redressal and other relevant details	Yes
Financial results	
Shareholding pattern	Yes
Details of agreements entered into with the media companies and/or their associates	NA
New name and the old name of the listed entity	NA
Schedule of analyst or institutional investor meet and presentations made by the listed entity to analysts or institutional investors simultaneously with submission to stock exchange	NA
Advertisements as per regulation 47 (1)	NA
Credit rating or revision in credit rating obtained by the entity for all its outstanding instruments	NA
Separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year	NA
s per other regulations of the LODR:	
Whether company has provided information under separate section on its website as per	Yes
Regulation 46(2)	
Materiality Policy as per Regulation 30	Yes
Dividend Distribution policy as per Regulation 43A (as applicable)	NA



B411			
Particulars	Regulation Number	(Yes/No/NA) refer note below	
Independent director(s) have been appointed in terms of specified criteria of "independence" and/or "eligibility"	16(1)(b) & 25(6)	Yes	
Board composition	17(1)	Yes	
Meeting of Board of directors	17(2)	Yes	
Quorum of board meeting	17(2A)	Yes	
Review of Compliance Reports	17(3)	NA	
Plans for orderly succession for appointments	17(4)	Yes	
Code of Conduct	17(5)	Yes	
Fees/compensation	17(6)	Yes	
Minimum Information	17(7)	Yes	
Compliance Certificate	17(8)	NA	
Risk Assessment & Management	17(9)	Yes	
Performance Evaluation of Independent Directors	17(10)	Yes	
Recommendation of board	17(11)	Yes	
Maximum number of directorships	17A	Yes	
Composition of Audit Committee	18(1)	Yes	
Meeting of Audit Committee	18(2)	Yes	
Composition of nomination & remuneration committee	19(1) & (2)	Yes	
Quorum of Nomination and Remuneration Committee meeting	19(2A)	Yes	
Composition of Stakeholder Relationship Committee	20(1) & (2)	Yes	
Meeting of Stakeholder Relationship Committee	20 (3A)	Yes	
Composition and role of risk management committee	21(1),(2),(3),(4)	NA	
Vigil Mechanism	22	Yes	
Policy for related party Transaction	23(1),(5),(6),(7) & (8)	Yes	
Prior or Omnibus approval of Audit Committee for all related party transactions	23(2), (3)	Yes	
Approval for material related party transactions	23(4)	Yes	
Composition of Board of Directors of unlisted material Subsidiary	24(1)	NA	
Other Corporate Governance requirements with respect to subsidiary of listed entity	24(2), (3), (4), (5) & (6)	NA	
Maximum Directorship & Tenure	25(1) & (2)	Yes	
Meeting of independent directors	25(3) & (4)	Yes	
Familiarization of independent directors	25(7)	Yes	
Memberships in Committees	26(1)	Yes	
Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel	26(3)	Yes	
	26(4)	NA	
Disclosure of Shareholding by Non- Executive Directors	20(4)		



#### Note

- 1 In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- 2 If status is "No" details of non-compliance may be given here.
- 3 If the Listed Entity would like to provide any other information the same may be indicated here.

## III. Affirmations

The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied. NA

Mr. Brijeshkumar Jagdishkumar Mittal

Managing Director DIN: 02161984

## **ANNEXURE III**

# Format to be submitted by listed entity at the end of 6 months after end of financial year along-with second guarter report of next financial year

I. Affirmations							
Broad heading	Regulation Number	Compliance status (Yes/No/NA) refer note below					
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					
Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with Para C of Schedule V	Yes					

### Note

- In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- 2. If status is "No" details of non-compliance may be given here.
- 3. If the Listed Entity would like to provide any other information the same may be indicated here.

Mr. Brijeshkumar Jagdishkumar Mittal

Managing Director DIN: 02161984