

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity - **The Grob Tea Company Limited**
2. Quarter ending - **31-Mar-2022**

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 Directorships in listed entities including this listed entity	No of Independent Directorship in listed entities including this listed entity	No of memberships in Audit / Stakeholder Committee(s) including this listed entity	No of post of Chairperson in Audit / Stakeholder Committee held in listed entities including this listed entity	Membership in Committees of the Company	Remarks
Mr.	Mukesh Kumar Agarwal	00697746	ACS PA5 049 H	NED		26-Aug-2009	31-Aug-2021			23-Apr-1972	NA		1	0	0	1	SC, NRC	
Mr.	Pradeep Kumar Agarwal	00703745	ACS PA5 048 G	C & ED	MD	26-Aug-2009	01-Apr-2020			21-Dec-1970	NA		1	0	1	0	SC	
Mr.	Indu Bhusan Sharaf	00047266	ALS PS1 966 L	ED		27-May-2009	01-Apr-2021			20-May-1950	NA		1	0	2	0	AC, SC	
Mrs.	Priyanka Singhania	07195629	AC QP C90 37M	ID		28-May-2015	28-May-2018		82	12-Mar-1982	Yes	28-Aug-2018	1	1	2	0	AC, SC, NRC	
Mr.	Sanjay Kumar Agarwal	00189691	AES PA7 314 R	ID		25-May-2016	23-May-2019		70	05-Nov-1968	Yes	06-Sep-2019	2	2	0	1	AC, NRC	
Mr.	Niraj Kumar Harodia	06676837	ABF PH3 723 B	ID		30-Dec-2020	23-Feb-2021		15	04-Aug-1984	NA		1	1	1	0	AC, NRC	
Mr.	Devraj Agarwal	00704450	AEK PA4 758 F	NED		14-Feb-2022				05-Mar-1946	NA		1	0	0	0	NA	

Company Remarks	
Whether Permanent chairperson appointed	No
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	Indu Bhusan Sharaf	ED	Member	30-May-2014	
2	Priyanka Singhania	ID	Member	11-Nov-2020	
3	Sanjay Kumar Agarwal	ID	Chairperson	25-May-2016	
4	Niraj Kumar Harodia	ID	Member	30-Dec-2020	

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	Mukesh Kumar Agarwal	NED	Chairperson	30-May-2014	
2	Pradeep Kumar Agarwal	C & ED	Member	30-May-2014	
3	Indu Bhusan Sharaf	ED	Member	30-May-2014	
4	Priyanka Singhania	ID	Member	29-Sep-2018	

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	Niraj Kumar Harodia	ID	Member	30-Dec-2020	
2	Mukesh Kumar Agarwal	NED	Member	10-Oct-2017	
3	Priyanka Singhania	ID	Member	11-Nov-2020	
4	Sanjay Kumar Agarwal	ID	Chairperson	25-May-2016	

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
13-Nov-2021	14-Feb-2022	Yes	7	3

Company Remarks	
Maximum gap between any two consecutive (in number of days)	92

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	13-Nov-2021	14-Feb-2022	Yes	4	3
Stakeholders Relationship Committee	13-Nov-2021	14-Feb-2022	Yes	4	1

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	92

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	
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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 : **KRITIKA MOHATA**
Designation : **Company Secretary**

ANNEXURE II

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

I. Disclosure on website in terms of Listing Regulations			
Item	Compliance status (Yes/N)	Company Remark	Website
As per regulation 46(2) of the LODR:			
Details of business	Yes		www.grobtea.com
Terms and conditions of appointment of independent	Yes		www.grobtea.com
Composition of various committees of board of	Yes		www.grobtea.com
Code of conduct of board of directors and senior	Yes		www.grobtea.com
Details of establishment of vigil mechanism/ Whistle	Yes		www.grobtea.com
Criteria of making payments to non-executive directors	Yes		www.grobtea.com
Policy on dealing with related party transactions	Yes		www.grobtea.com
Policy for determining 'material' subsidiaries	Yes		www.grobtea.com
Details of familiarization programs imparted to	Yes		www.grobtea.com
Email address for grievance redressal and other relevant details entity who are responsible for assisting	Yes		www.grobtea.com
Contact information of the designated officials of the	Yes		www.grobtea.com
Financial results	Yes		www.grobtea.com
Shareholding pattern	Yes		www.grobtea.com
Details of agreements entered in to with the media companies and/or their associates	Not Applicable		
Schedule of analyst or institutional investor meet and presentations made by the listed entity to analysts or	Not Applicable		
New name and the old name of the listed entity	Not Applicable		
Advertisements as per regulation 47 (1)	Yes		www.grobtea.com
Credit rating or revision in credit rating obtained by the	Yes		www.grobtea.com
Separate audited financial statements of each	Not Applicable		
As per other regulations of the LODR:			
Whether company has provided information under separate section on its website as per Regulation 46(2)	Yes		www.grobtea.com
Materiality Policy as per Regulation 30	Yes		www.grobtea.com
Dividend Distribution policy as per Regulation 43A (as	Not Applicable		
It is certified that these contents on the website of the	Yes		www.grobtea.com
II Annual Affirmations			
Particulars	Regulation Number	Compliance status (Yes/No/NA)	Company Remark
<i>Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'</i>	16(1)(b) & 25(6)	Yes	
<i>Board composition</i>	17(1), 17(1A) & 17(1B)	Yes	
<i>Meeting of Board of directors</i>	17(2)	Yes	
<i>Quorum of Board meeting</i>	17(2A)	Yes	
<i>Review of Compliance Reports</i>	17(3)	Yes	
<i>Plans for orderly succession for appointments</i>	17(4)	Yes	
<i>Code of Conduct</i>	17(5)	Yes	
<i>Fees / compensation</i>	17(6)	Yes	
<i>Minimum Information</i>	17(7)	Yes	
<i>Compliance Certificate</i>	17(8)	Yes	
<i>Risk Assessment & Management</i>	17(9)	Not Applicable	
<i>Performance Evaluation of Independent Directors</i>	17(10)	Yes	

<i>Recommendation of Board</i>	17(11)	Yes	
<i>Maximum number of directorship</i>	17A	Yes	
<i>Composition of Audit Committee</i>	18(1)	Yes	
<i>Meeting of Audit Committee</i>	18(2)	Yes	
<i>Composition of nomination & remuneration committee</i>	19(1) & (2)	Yes	
<i>Quorum of Nomination and Remuneration Committee meeting</i>	19(2A)	Yes	
<i>Meeting of nomination & remuneration committee</i>	19(3A)	Yes	
<i>Composition of Stakeholder Relationship Committee</i>	20(1), 20(2) and 20(2A)	Yes	
<i>Meeting of stakeholder relationship committee</i>	20(3A)	Yes	
<i>Composition and role of risk management committee</i>	21(1),(2),(3),(4)	Not Applicable	
<i>Meeting of Risk Management Committee</i>	22	Not Applicable	
<i>Vigil Mechanism</i>	22	Yes	
<i>Policy for related party Transaction</i>	23(1),(1A),(5),(6),(7)	Yes	
<i>Prior or Omnibus approval of Audit Committee for all related party transactions</i>	23(2), (3)	Yes	
<i>Approval for material related party transactions</i>	23(4)	Not Applicable	
<i>Disclosure of related party transactions on consolidated basis</i>	23(9)	Not Applicable	
<i>Composition of Board of Directors of unlisted material Subsidiary</i>	24(1)	Not Applicable	
<i>Other Corporate Governance requirements with respect to subsidiary of listed entity</i>	24(2),(3),(4),(5)& (6)	Not Applicable	
<i>Annual Secretarial Compliance Report</i>	24(A)	Yes	
<i>Alternate Director to Independent Director</i>	25(1)	Not Applicable	
<i>Maximum Tenure</i>	25(2)	Yes	
<i>Meeting of independent directors</i>	25(3) & (4)	Yes	
<i>Familiarization of independent directors</i>	25(7)	Yes	
<i>Declaration from Independent Director</i>	25(8) & (9)	Yes	
<i>D & O Insurance for Independent Directors</i>	25(10)	Not Applicable	
<i>Memberships in Committees</i>	26(1)	Yes	
<i>Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel</i>	26(3)	Yes	
<i>Disclosure of Shareholding by Non- Executive Directors</i>	26(4)	Yes	
<i>Policy with respect to Obligations of directors and senior management</i>	26(2) & 26(5)	Yes	

Other Information	
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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. - **Not Applicable**

Other Information	
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Name : KRITIKA MOHATA
Designation : Company Secretary

ANNEXURE IV

NOT APPLICABLE

%symbol%	%company Name%	%quarter Ended%
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(A) Any loan or any other form of debt advanced by the listed entity directly or indirectly to

Aggregate amount advanced during six months				Balance outstanding at the end of six months			
<i>Promoter or any other entity controlled by them</i>	<i>Promoter Group or any other entity controlled by them</i>	<i>Directors (including relatives) or any other entity controlled by them</i>	<i>KMPs or any other entity controlled by them</i>	<i>Promoter or any other entity controlled by them</i>	<i>Promoter Group or any other entity controlled by them</i>	<i>Directors (including relatives) or any other entity controlled by them</i>	<i>KMPs or any other entity controlled by them</i>

(B) Any guarantee/ comfort letter (by whatever name called) provided by the listed entity directly or indirectly, in connection with any loan(s) or any other form of debt availed by:

Entity	Type (guarantee, comfort letter etc.)	Aggregate amount of issuance during six months	Balance outstanding at the end of six months (taking into account any invocation)
<i>Promoter or any other entity controlled by them</i>			
<i>Promoter Group or any other entity controlled by them</i>			
<i>Directors (including relatives) or any other entity controlled by them</i>			
<i>KMPs or any other entity controlled by them</i>			

(C) Any security provided by the listed entity directly or indirectly, in connection with any loan(s) or any other form of debt availed by:

Entity	Type of Security (cash, shares etc.)	Aggregate value of security provided during six months	Balance outstanding at the end of six months
<i>Promoter or any other entity controlled by them</i>			
<i>Promoter Group or any other entity controlled by them</i>			

Directors (including relatives) or any other entity controlled by them			
KMPs or any other entity controlled by them			

(D) If the Listed Entity would like to provide any other information the same may be indicated here

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Affirmations

All loans (or other form of debt), guarantees, comfort letters (by whatever name called) or securities in connection with any loan(s) (or other form of debt) given directly or indirectly by the listed entity to promoter(s), promoter group, director(s) (including their relatives), key managerial personnel (including their relatives) or any entity controlled by them are in the economic interest of the company

Company Remarks in case of non-compliant status	NOT APPLICABLE
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Name: VINAY KUMAR KEJRIWAL Designation: Chief Financial Officer Place: KOLKATA Date: 20-Apr-2022
