

**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-Dec-2019**

**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 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	Memberships in Committees of the Company	Remarks
Mr.	Mukesh Kumar Agarwal	00697746	ACS PA5 049 H	NED		26-Aug-2009	26-Aug-2009			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-2017			21-Dec-1970	NA		1	0	1	0	SC	
Mr.	Indu Bhusan Sharaf	00047266	ALS PS19 66L	ED		27-May-2009	29-May-2017			20-May-1950	NA		1	0	2	0	AC,SC	
Mr.	Purushottam Jagannath Bhide	00012326	AEK PB2 976E	ID		30-May-2014	30-May-2017		67	21-Jun-1934	Yes	06-Sep-2019	7	7	3	5	AC,NRC	
Mr.	Harishandra Maneklal Parekh	00026530	AFV PP3 500 N	ID		30-May-2014	30-May-2017		67	23-Mar-1937	Yes	06-Sep-2019	6	6	4	4	AC,NRC	
Mrs.	Priyanka Singhania	07195629	AC QPC 9037 M	ID		28-May-2015	28-May-2018		55	12-Mar-1982	NA		1	1	1	0	SC	
Mr.	Sanjay Kumar Agarwal	00189691	AES PA7 314R	ID		25-May-2016	23-May-2019		43	05-Nov-1968	NA		2	2	1	0	AC,NRC	

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

**ii. Composition of Committees**

**a. Audit 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	Indu Bhusan Sharaf	ED	Member	30-May-2014	
2	Harischandra Maneklal Parekh	ID	Member	30-May-2014	
3	Sanjay Kumar Agarwal	ID	Member	25-May-2016	
4	Purushottam Jagannath Bhide	ID	Chairperson	30-May-2014	

Company Remarks	
Whether Permanent chairperson appointed	Yes

**b. Stakeholders Relationship 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	Priyanka Singhanian	ID	Member	29-Sep-2018	
2	Indu Bhusan Sharaf	ED	Member	30-May-2014	
3	Mukesh Kumar Agarwal	NED	Chairperson	30-May-2014	
4	Pradeep Kumar Agarwal	C & ED	Member	30-May-2014	

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>
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Company Remarks	
Whether Permanent chairperson appointed	

**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	Harischandra Maneklal Parekh	ID	Chairperson	25-May-2016	
2	Sanjay Kumar Agarwal	ID	Member	30-May-2014	
3	Mukesh Kumar Agarwal	NED	Member	10-Oct-2017	
4	Purushottam Jagannath Bhide	ID	Member	30-May-2014	

Company Remarks	
Whether Permanent chairperson appointed	Yes

**iii. Meeting of Board of Directors**

<b>Date(s) of Meeting (if any) in the previous quarter</b>	<b>Date(s) of Meeting (if any) in the relevant quarter</b>	<b>Whether requirement of Quorum met</b>	<b>Number of Directors present</b>	<b>Number of Independent Directors present</b>
13-Aug-2019	14-Nov-2019	Yes	6	4

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

**iv. Meeting of Committees**

<b>Name of the Committee</b>	<b>Date(s) of meeting during of the committee in the previous quarter</b>	<b>Date(s) of meeting of the committee in the relevant quarter</b>	<b>Whether requirement of Quorum met (Yes/No)</b>	<b>Number of Directors present</b>	<b>Number of independent directors present</b>
Audit Committee	13-Aug-2019	14-Nov-2019	Yes	4	3

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

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	
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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**