

Annexure 1 to be submitted by listed entity on quarterly basis  
1. Composition of Board of Directors

Disclosure of notes on composition of board of directors explanatory																		
Whether the listed entity is a regular company																		
Whether Chairman is related to MD or CEO																		
No																		
Sl No	Name of the Director	MRN	DN	Category of director	Category 2 of director	Category 1 of director	Date of Birth	Whether special resolution (under Reg. 17(1)(d) of Listing Regulation)	Date of meeting/provide resolution	Initial Date of appointment	Date of the appointment	Term of director (in months)	No of Directorship in other entities including the listed entity (under Regulation 17A of Listing Regulation)	No of Directorship in other entities including the listed entity (under Regulation 17A(2) of Listing Regulation)	Number of membership in Audit/ Stakeholder Committee (under Regulation 26(1) of Listing Regulation)	No of part of Chairmen in Audit/ Stakeholder Committee (under Listing Regulation)	Notes for not providing MRN	Notes for not providing DN
1	Mr. K. Ramesh Chandra	ABV72188	0020837	Non-Executive - Independent	Not Applicable	Chairperson	18-09-1945	Yes	25-09-2019	26-09-2014	26-09-2019	78	3	3	4	1		
2	Mr. Srinivas Mahesh	AAV72188	0111888	Director	Not Applicable	Not Applicable	12-11-1988	NA	26-09-2014	26-09-2014	26-09-2019	78	2	2	5	1		
3	Mr. Srinivas Kumar	ACV72188	0020124	Non-Executive - Non-Independent Director	Not Applicable	Not Applicable	11-11-1961	NA	29-11-2020	29-11-2014	27-09-2018	21	0	0	4	0		
4	Mr. Srinivas Kumar	ACV72188	0020279	Executive Director	Not Applicable	MD	29-01-1953	NA	29-11-2020	29-11-2017	29-11-2020	21	0	0	1	0		
5	Mr. Srinivas Kumar	ACV72188	0044123	Non-Executive - Non-Independent Director	Not Applicable	Not Applicable	14-01-1976	NA	25-09-2019	29-11-2014	29-09-2020	21	2	2	2	0		
6	Mr. Srinivas Kumar	ACV72188	0044650	Non-Executive - Independent Director	Not Applicable	Not Applicable	17-05-1945	Yes	25-09-2019	18-05-2013	18-05-2019	21	1	1	2	0		
7	Mr. Srinivas Kumar	ACV72188	0045184	Non-Executive - Independent Director	Not Applicable	Not Applicable	02-01-1916	NA	25-09-2019	16-07-2013	16-07-2019	21	2	2	4	0		
8	Mr. Srinivas Kumar	ACV72188	0045618	Non-Executive - Independent Director	Not Applicable	Not Applicable	05-01-1949	NA	25-09-2019	16-07-2013	16-07-2019	21	1	1	0	0		
9	Mr. Srinivas Kumar	ACV72188	0045952	Non-Executive - Independent Director	Not Applicable	Not Applicable	06-05-1985	NA	25-09-2019	16-07-2013	16-07-2019	21	1	1	1	0		

## Annexure 1

## II. Composition of Committees

Disclosure of notes on composition of committees explanatory

Add Notes

- For this quarter kindly note the following points:
1. Date of Appointment and Date of Cessation (if applicable) must be mandatorily filled for every Committee.
  2. Date of Appointment can be any day upto September 30, 2020.
  3. Date of Cessation must be for the current quarter only, i.e. July 1, 2020 to September 30 2020

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be pre-filled automatically

## Audit Committee Details

Sr	DIN Number	Name of Committee members	Whether the Audit Committee has a Regular Chairperson		Date of Appointment	Date of Cessation	Remarks
			Category 1 of directors	Category 2 of directors			
1	00206157	Kali Kumar Chaudhuri	Non-Executive - Independent Director	Chairperson	08-05-2002		
2	01116869	Smita Khaitan	Non-Executive - Independent Director	Member	31-01-2009		
3	00091784	Sunil Kumar Agrawal	Non-Executive - Non Independent Director	Member	11-02-2016		
4	00545364	Ramesh Kumar Maheshwari	Non-Executive - Independent Director	Member	16-07-2019		
5	08446550	Kanad Purkayastha	Non-Executive - Independent Director	Member	18-05-2019		
6	09490552	Nishi Baheti	Non-Executive - Independent Director	Member	16-07-2019		
7							
8							
9							
10							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be pre-filled automatically

## Nomination and remuneration committee

Sr	DIN Number	Name of Committee members	Whether the Nomination and remuneration committee has a Regular Chairperson		Date of Appointment	Date of Cessation	Remarks
			Category 1 of directors	Category 2 of directors			
1	01116869	Smita Khaitan	Non-Executive - Independent Director	Chairperson	27-02-2009		
2	00206157	Kali Kumar Chaudhuri	Non-Executive - Independent Director	Member	10-07-2002		
3	00545364	Ramesh Kumar Maheshwari	Non-Executive - Independent Director	Member	16-07-2019		
4	00441223	Vireet Agrawal	Non-Executive - Non Independent Director	Member	07-05-2018		
5	00545918	Biswanath Bhattacharjee	Non-Executive - Independent Director	Member	16-07-2019		
6							

**Stakeholders Relationship Committee**

Whether the Stakeholders Relationship Committee has a Regular Chairperson						No	
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	01116869	Smita Khaitan	Non-Executive - Independent Director	Chairperson	23-11-2014		
2	00091784	Sunil Kumar Agrawal	Non-Executive - Non Independent Director	Member	07-05-2018		
3	00441223	Vineet Agrawal	Non-Executive - Non Independent Director	Member	11-02-2016		
4	00545364	Ramesh Kumar Maheshwari	Non-Executive - Independent Director	Member	16-07-2019		
5							
6							
7							
8							
9							
10							

**Risk Management Committee**

Whether the Risk Management Committee has a Regular Chairperson							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1							
2							
3							
4							

Corporate Social Responsibility Committee

		Whether the Corporate Social Responsibility Committee has a Regular Chairperson		No			
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	00520769	Suresh Kumar Agrawal	Executive Director	Chairperson	11-08-2014		
2	01116869	Smita Khaitan	Non-Executive - Independent Director	Member	11-08-2014		
3	08446550	Kanad Purkayastha	Non-Executive - Independent Director	Member	16-07-2019		
4	00091784	Sunil Kumar Agrawal	Non-Executive - Non Independent Director	Member	11-02-2016		
5							
6							
7							

**Annexure 1**

**III. Meeting of Board of Directors**

Disclosure of notes on meeting of board of directors explanatory		Add Notes				
Sr	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Notes for not providing Date	Whether requirement of Quorum met (Yes/No)	Number of Directors present*	No. of Independent Directors attending the meeting*
1	10-11-2020			Yes	8	5
2	12-02-2021	93		Yes	9	6

Add

Delete

**Annexure 1**

**IV. Meeting of Committees**

Disclosure of notes on meeting of committees explanatory									
Add Notes									
Sr	Name of Committee	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Name of other committee	Reason for not providing date	Whether requirement of Quorum met (Yes/No)	Number of Directors present*	No. of Independent Directors attending the meeting*	
1	Audit Committee	10-11-2020				Yes	5	4	
2	Audit Committee	12-02-2021	93			Yes	6	5	
3	Committee Corporate social responsibility	10-11-2020				Yes	3	1	
4	Committee	12-02-2021				Yes	3	2	

Add Delete

Add Notes

**Annexure 1**

<b>V. Related Party Transactions</b>			
<b>Sr</b>	<b>Subject</b>	<b>Compliance status (Yes/No/NA)</b>	<b>If status is "No" details of non-compliance may be given here.</b>
1	Whether prior approval of audit committee obtained	Yes	
2	Whether shareholder approval obtained for material RPT	Yes	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes	
<b>Disclosure of notes on related party transactions</b>			
			<b>Add Notes</b>
<b>Disclosure of notes of material transaction with related party</b>			
			<b>Add Notes</b>

## Annexure II

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

1. Disclosure on website in terms of Listing Regulations				
Sr	Item	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.	Web address
1	Details of business	Yes		www.manaksia.com
2	Terms and conditions of appointment of independent directors	Yes		www.manaksia.com
3	Composition of various committees of board of directors	Yes		www.manaksia.com
4	Code of conduct of board of directors and senior management personnel	Yes		www.manaksia.com
5	Details of establishment of vigil mechanism/ Whistle Blower policy	Yes		www.manaksia.com
6	Criteria of making payments to non-executive directors	NA		
7	Policy on dealing with related party transactions	Yes		www.manaksia.com
8	Policy for determining 'material' subsidiaries	Yes		www.manaksia.com
9	Details of familiarization programmes imparted to independent directors	Yes		www.manaksia.com
10	Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances	Yes		www.manaksia.com
11	email address for grievance redressal and other relevant details	Yes		www.manaksia.com
12	Financial results	Yes		www.manaksia.com
13	Shareholding pattern	Yes		www.manaksia.com
14	Details of agreements entered into with the media companies and/or their associates	NA		
15	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		
16	New name and the old name of the listed entity	Yes		www.manaksia.com
17	Advertisements as per regulation 47 (1)	Yes		www.manaksia.com
18	Credit rating or revision in credit rating obtained	NA		
19	Separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year	Yes		www.manaksia.com
20	Whether company has provided information under separate section on its website as per Regulation 46(2)	Yes		www.manaksia.com
21	Materiality Policy as per Regulation 30	Yes		www.manaksia.com
22	Dividend Distribution policy as per Regulation 43A (as applicable)	NA		www.manaksia.com
23	It is certified that these contents on the website of the listed entity are correct.	Yes		www.manaksia.com
24	Disclosure of notes on website in terms of Listing Regulations explanatory [Text Block]		Add Notes	



## Annexure 1

## VI. Affirmations

Sr	Subject	Compliance status (Yes/No)
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 <b>a. Audit Committee</b>	Yes
3	The composition of the following committees is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015. <b>b. Nomination &amp; remuneration committee</b>	Yes
4	The composition of the following committees is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015. <b>c. Stakeholders relationship committee</b>	Yes
5	The composition of the following committees is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015. <b>d. Risk management committee (applicable to the top 500 listed entities)</b>	NA
6	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
7	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
8	This report and/or the report submitted in the previous quarter has been placed before Board of Directors.	Yes
9	<b>Any comments/observations/advice of Board of Directors may be mentioned here:</b>	<b>Add Notes</b>

Prev

Next

## Annexure 1

Sr	Subject	Compliance status
1	Name of signatory	PRADIP KUMAR KANDAR Company Secretary and Compliance Officer
2	Designation	

## Annexure II

II. ANNUAL AFFIRMATIONS		Annexure II		
Sr	Particulars	Regulation Number	Compliance status [Yes/No/NA]	If status is "No" details of non-compliance may be given here.
1	Independent director(s) have been appointed in terms of specified criteria of 'Independence' and/or 'eligibility'	16(1)(b) & 25(6)	Yes	
2	Board composition	17(1), 17(1A) & 17(1B)	Yes	
3	Meeting of Board of directors	17(2)	Yes	
4	Quorum of Board meeting	17(2A)	Yes	
5	Review of Compliance Reports	17(3)	Yes	
6	Plans for orderly succession for appointments	17(4)	Yes	
7	Code of Conduct	17(5)	Yes	
8	Fee/compensation	17(6)	Yes	
9	Minimum Information	17(7)	Yes	
10	Compliance Certificate	17(8)	Yes	
11	Risk Assessment & Management	17(9)	Yes	
12	Performance Evaluation of Independent Directors	17(10)	Yes	
13	Recommendation of Board	17(11)	Yes	
14	Maximum number of Directorships	17A	Yes	
15	Composition of Audit Committee	18(1)	Yes	
16	Meeting of Audit Committee	18(2)	Yes	
17	Composition of nomination & remuneration committee	19(1) & (2)	Yes	
18	Quorum of Nomination and Remuneration Committee meeting	19(2A)	Yes	
19	Meeting of Nomination and Remuneration Committee	19(3A)	Yes	
20	Composition of Stakeholder Relationship Committee	20(1), 20(2) & 20(2A)	Yes	
21	Meeting of Stakeholders Relationship Committee	20(3A)	Yes	
22	Composition and role of risk management committee	21(1), 21(3), (4)	NA	
23	Meeting of Risk Management Committee	21(3A)	NA	
24	Vigil Mechanism	22	Yes	
25	Policy for related party Transaction	23(1), (4A), (5), (6), (7) & (8)	Yes	
26	Prior or Omnibus approval of Audit Committee for all related party transactions	23(2), (3)	Yes	
27	Approval for material related party transactions	23(4)	Yes	
28	Disclosure of related party transactions on consolidated basis	23(9)	Yes	
29	Composition of Board of Directors of unlisted material Subsidiary	24(1)	Yes	
30	Other Corporate Governance requirements with respect to subsidiary of listed entity	24(2), (3), (4), (5) & (6)	Yes	
31	Annual Secretarial Compliance Report	24(A)	Yes	
32	Alternate Director to Independent Director	25(1)	NA	
33	Maximum Tenure	25(2)	Yes	
34	Meeting of independent directors	25(3) & (4)	Yes	
35	Familiarization of independent directors	25(7)	Yes	
36	Declaration from Independent Director	25(8) & (9)	Yes	
37	D & O Insurance for Independent Directors	25(10)	NA	
38	Memberships in Committees	26(1)	Yes	
39	Affirmation with compliance to code of conduct from members of Board of Directors and senior management personnel	26(3)	Yes	
40	Disclosure of Shareholding by Non-Executive Directors	26(4)	Yes	
41	Policy with respect to Obligations of directors and senior management	26(2) & 26(5)	Yes	

Any other information to be provided

Add notes

PREV

NEXT

## Annexure II

1	Name of signatory	PRADIP KUMAR KANDAR
2	Designation	Company Secretary and Compliance Officer

**Annexure II**

**III. Affirmations**

Sr	Particulars	Compliance status (Yes/No/NA)
1	The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied	Yes
<b>Any other information to be provided</b>		<b>Add Notes</b>

Prev

Next

**Annexure II**

1	Name of signatory	PRADIP KUMAR KANDAR Company Secretary and Compliance Officer
2	Designation	

**Signatory Details**

Name of signatory	PRADIP KUMAR KANDAR
Designation of person	Company Secretary and Compliance Officer
Place	KOLKATA
Date	05-04-2021