

**ANNEXURE I**

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

1. Name of Listed Entity - **Techno Electric & Engineering Company Limited**  
 2. Quarter ending - **30-Jun-2020**

**i. Composition Of Board Of Director**

Title (Mr./Ms)	Name of the Director	DIN	PAN	Category (Chairpersons /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 Chairpersons in Audit / Stakeholder Committee held in listed entities including this listed entity	Memberships in Committees of the Company	Remarks
Mr.	Padam Prakash Gupta	00055954	AEA PG81 81L	C & ED	MD	25-Jul-2018	10-Aug - 2018		60	21-Sep-1949	NA		1	0	0	0	RMC	
Mr.	Rajendra Prasad Singh	00004812	AAA PS63 97N	ID		25-Jul-2018	29-Sep-2018		60	17-Jul-1948	NA		2	2	1	0		

Mr.	Vasudev an Kotivenk atesan	00018023	ABS PV69 52H	ID		25- Jul- 2018	29- Sep- 201 8		60	12- Jul- 1939	Yes	28- Sep- 2019	1	1	0	2	AC,S C	
Mr.	Krishna Murari Poddar	00028012	AGB PP61 07C	ID		25- Jul- 2018	29- Sep- 201 8		60	20- Jun- 1945	Yes	28- Sep- 2019	2	1	0	0	NRC	
Mr.	Samaren dra Nath Roy	00408742	ADO PR10 74N	ID		18- Nov- 2009	29- Sep- 201 8		60	21- Jun- 1943	Yes	28- Sep- 2019	2	2	2	1	AC,R C,NR C	
Mr.	Ankit Saraiya	02771647	AIH PG25 33P	ED		02- Apr- 2012	02- Apr - 201 8		36	14- Feb- 1986	NA		1	0	1	0	AC,S C,RC	
Ms.	Avantika Gupta	03149138	AKR PG62 98B	NED		25- Mar- 2015	25- Mar - 201 5		0	11- Apr- 1990	NA		3	0	3	0	SC,N RC	
Mr.	Kadenja Krishna Rai	00629937	AAS PR64 71Q	ID		28- Sep- 2019	28- Sep- 201 9		60	04- Jun- 1944	Yes	28- Sep- 2019	1	1	1	0	AC	
Ms.	Dipali Khanna	03395440	ADB PK07 04H	ID		30- Sep- 2019	30- Sep- 201 9		12	23- Oct- 1952	NA		3	3	1	0		

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	Vasudevan Kotivenkatesan	ID	Chairperson	25-Jul-2018	
2	Samarendra Nath Roy	ID	Member	25-Jul-2018	
3	Kadenja Krishna Rai	ID	Member	13-Nov-2019	
4	Ankit Saraiya	ED	Member	13-Aug-2019	

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	Vasudevan Kotivenkatesan	ID	Chairperson	25-Jul-2018	
2	Ankit Saraiya	ED	Member	25-Jul-2018	
3	Avantika Gupta	NED	Member	25-Jul-2018	

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	Padam Prakash Gupta	C & ED	Chairperson	25-Jul-2018	
2	Samarendra Nath Roy	ID	Member	25-Jul-2018	
3	Ankit Saraiya	ED	Member	25-Jul-2018	

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	Samarendra Nath Roy	ID	Chairperson	25-Jul-2018	
2	Krishna Murari Poddar	ID	Member	25-Jul-2018	
3	Avantika Gupta	NED	Member	13-Aug-2019	

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>
08-Feb-2020	30-Jun-2020	Yes	9	6

Company Remarks	
Maximum gap between any two consecutive (in number of days)	142

**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	08-Feb-2020		Yes	4	2
Audit Committee		30-Jun-2020	Yes	4	3

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	142

v. **Related Party Transactions**

<b>Subject</b>	<b>Compliance status (Yes/No/NA)</b>	<b>Remark</b>
Whether prior approval of audit committee obtained	Not Applicable	
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) - **Yes**
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** : **Niranj Brahma**  
**Designation** : **Company Secretary & Compliance Officer**