

**ANNEXURE I**

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

1. Name of Listed Entity      **-Brooks Laboratories Limited**  
 2. Quarter ending              **- 30-Jun-2020**

**i. Composition Of Board Of Director**

T i t l e ( M r / M s )	Name of the Director	D I N	P A N	Cat ego ry(C hair per son / Exe cutiv e/ No n- Exec utive/ Inde pend ent/ Nomi nee)	S u b C a t e g o r y	Ini tia l D a t e o f A p p o i n t m e n t	Dat e o f A p p o i n t m e n t	Dat e o f c e s s a t i o n	T e n u r e	D a t e o f B i r t h	Wh eth er s p e c i a l r e s o l u t i o n p a s s e d ?	D a t e o f p a s s i n g s p e c i a l r e s o l u t i o n	N o. o f D i r e c t o r s h i p i n l i s t e d e n t i t i e s i n c l u d i n g t h i s l i s t e d e n t i t y	No of Independent Directorship in listed entities including this listed entity	No of membership in Audit/ Stakeholder Committee(s) including this listed entity	No of post office holder/ Auditor/ Stakeholder Committee held in listed entities including this listed entity	Mem ber sh i p i n C o m m i t t e e s o f t h e C o m p a n y	Rem ar ks
M r.	A t u l R a n c h a l	0 1 9 8 3 6 1	A D M P R S L	C & ED		23- Jan - 200 2	01- Nov- 2015		6 0	0 9- O c t - 1 9 6 7	NA		1 0	0	0			

M r.	Raj esh Ma haj an	0 2 0 0 6 3 4	A F G P M 8 0 6 0 D	ED		23- Jan - 200 2	01- Nov- 2015		6 0	0 1- Ju l- 1 9 6 9	NA		1	0	2	0	AC,SC	
M r.	Sur esh Gar g	0 8 5 4 4 3 0 8	A J G P G 6 6 8 9 Q	ED		26- Au g- 201 9	25- Sep- 2019		6 0	2 6- Feb - 1 9 7 7	NA		1	0	0	0		
M r.	Raj nis h Ku mar Be di	0 5 2 8 7 3 6 9	A K Q P B 7 3 7 9 D	ID		08- Au g- 201 4	08- Aug- 2019		6 0	0 4- Feb - 1 9 6 9	NA		1	1	2	2	AC,SC ,NRC	
M r.	De epa k Ma haj an	0 6 7 0 2 3 8 9	A E L P M 6 2 0 3 Q	ID		08- Au g- 201 4	08- Aug- 2019		6 0	1 5- Mar - 1 9 7 0	NA		1	1	2	0	AC,SC ,NRC	
M rs .	Son ia Gu pta	0 6 9 9 8 4 2 0	A P U P G 7 8 9 2 M	ID		29- Sep - 201 4	30- Sep- 2019		6 0	2 8- Jan- 1 9 8 1	NA		1	1	0	0	NRC	

Company Remarks	
Whether Regular chairperson appointed	Yes
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	Rajnish Kumar Bedi	ID	Chairperson	08-Aug-2019	
2	Rajesh Mahajan	ED	Member	01-Nov-2015	
3	Deepak Mahajan	ID	Member	08-Aug-2019	

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	Rajnish Kumar Bedi	ID	Chairperson	08-Aug-2019	
2	Rajesh Mahajan	ED	Member	01-Nov-2015	
3	Deepak Mahajan	ID	Member	08-Aug-2019	

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	Rajnish Kumar Bedi	ID	Chairperson	08-Aug-2019	
2	Deepak Mahajan	ID	Member	08-Aug-2019	
3	Sonia Gupta	ID	Member	30-Sep-2019	

Company Remarks	
Whether Permanent chairperson appointed	Yes

**iii. Meeting of Board of Directors**

Date(s) of Meeting	Date(s) of Meeting	Whether	Number of	Number of Independent
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(if any) in the previous quarter	(if any) in the relevant quarter	requirement of Quorum met	Directors present	Directors present
31-Jan-2020	11-Apr-2020	Yes	4	1
07-Feb-2020		Yes	0	0
14-Feb-2020		Yes	0	0
03-Mar-2020		Yes	0	0
19-Mar-2020		Yes	0	0

Company Remarks	
Maximum gap between any two consecutive (in number of days)	22

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

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	0

v. **Related Party Transactions**

Subject	Compliance status (Y/N)
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	Not Applicable

Disclosure of notes on related party transactions and Disclosure of notes of material related party transactions	<b>There is no related party transaction except remuneration to Directors and their relatives.. There is no related party transaction except remuneration to Directors and their relatives.</b>
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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. Stakeholdersrelationshipcommittee - **Yes**
- d. Riskmanagementcommittee(applicabletothetop100listedentities) - **Not applicable**
- 3. Thecommitteemembershavebeenmadeawareoftheirpowers,roleandresponsibilitiesasspecifiedinSEBI(Listingobligationsanddisclosurerequirements)Regulations,2015. - **Yes**
- 4. ThemeetingsoftheboardofdirectorsandtheabovecommitteeshavebeenconductedinthemannerasspecifiedinSEBI(Listingobligationsanddisclosurerequirements)Regulations,2015.- **Yes**
- 5. a. Thisreportand/orthereportssubmittedinthepreviousquarterhasbeenplacedbeforeBoardofDirectors.- **Yes**  
b. Anycomments/observations/adviceofBoardofDirectorsmaybementionedhere:

**No Negative observations.**

**Name** : **Jyoti Sancheti**  
**Designation** : **Company Secretary & Compliance Officer**