

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity **-Brooks Laboratories Limited**
 2. Quarter ending **- 30-Sep-2019**

i. Composition Of Board Of Director

T i t l e (M r . / M s)	Name of the Director	DI N	P A N	C a t e g o r y (C h a i r p e r s o n / E x e c u t i v e / N o n - E x e c u t i v e / I n d e p e n d e n t / N o m i n e e)	S u b C a t e g o r y	Ini t i a l D a t e o f A p p o i n t m e n t	D a t e o f A p p o i n t m e n t	D a t 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	No. 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 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 o f I n d e p e n d e n t D i r e c t o r s h i p i n l i s t e d e n 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 o f m e m b e r s h i p s i n A u d i t / S t a k e h o l d e r C o m m i t t e 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 o f p o s t o f C h a i r p e r s o n i n A u d i t / S t a k e h o l d e r C o m m i t t e e h e l d i n l i s t e d e n t i t y 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	M e m b e r s h 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 a r k s
M r.	Atul Ranchal	0 1 9 9 8 3 6 3 1	A D M P R 5 3 5 9 L	C & ED		23- Jan- 2002	01- Nov- 2015		6 0	09- Oct - 196 7	1	0	0	0		
M r.	Rajesh Mahajan	0 2 0 0 0 6 3 4	A F G P M 8 0 6 0	ED	M D	23- Jan- 2002	01- Nov- 2015		6 0	01- Jul- 196 9	1	0	2	0	AC,S C	

			D													
M r.	Suresh Garg	0 8 5 4 4 3 0 6 8 8 9 Q	A J G P G 6 6 8 9 Q	ED		26- Aug- 2019	25- Sep- 2019		6 0	26- Feb - 197 7	1	0	0	0		
M r.	Rajnish Kumar Bedi	0 5 2 8 7 3 6 9	A K Q P B 7 3 7 9 D	ID		08- Aug- 2014	08- Aug- 2019		6 0	04- Feb - 196 9	1	1	2	2	AC,S C,N RC	
M r.	Deepak Mahajan	0 6 7 0 2 3 8 9	A E L P M 6 2 0 3 Q	ID		08- Aug- 2014	08- Aug- 2019		6 0	15- Ma r- 197 0	1	1	2	0	AC,S C,N RC	
M rs .	Sonia Gupta	0 6 9 9 8 4 2 0	A P U P G 7 8 9 2 M	ID		29- Sep- 2014	30- Sep- 2019		6 0	28- Jan - 198 1	1	1	0	0	NRC	
M r.	Durga Shankar Maity	0 3 1 3 6 3 6 1	A H N P M 4 2 2 1	ED	C E O	10- Sep- 2010	10- Sep- 2018	26- Aug- 2019		01- Jan - 196 4	1	0	0	0		

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Company Remarks	
Whether Permanent 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-2014	
2	Rajesh Mahajan	ED	Member	01-Nov-2015	
3	Deepak Mahajan	ID	Member	08-Aug-2014	

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-2014	
2	Rajesh Mahajan	ED	Member	01-Nov-2015	
3	Deepak Mahajan	ID	Member	08-Aug-2014	

Company Remarks	
Whether Permanent chairperson appointed	Yes

c. Risk Management Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date

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-2014	
2	Deepak Mahajan	ID	Member	08-Aug-2014	
3	Sonia Gupta	ID	Member	29-Sep-2014	

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
29-May-2019	14-Aug-2019	Yes	4	3
11-Jun-2019	26-Aug-2019	Yes	4	3

Company Remarks	
Maximum gap between any two consecutive (in number of days)	63

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	29-May-2019		Yes	3	2
Audit Committee		14-Aug-2019	Yes	3	2
Audit Committee		26-Aug-2019	Yes	3	2
Nomination & Remuneration Committee	29-May-2019		Yes	3	3
Nomination & Remuneration Committee		26-Aug-2019	Yes	3	3
Stakeholders Relationship Committee	26-Jun-2019		Yes	3	2
Stakeholders Relationship Committee		25-Sep-2019	Yes	3	2

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	76

v. **Related Party Transactions**

<i>Subject</i>	<i>Compliance status (Y/N)</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	Not Applicable

Disclosure of notes on related party transactions and Disclosure of notes of material related party transactions	There is no related party transaction except remuneration to Directors and their relatives.
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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 reports 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:

No negative Observations.

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

ANNEXURE III

Affirmations

Broad Heading	Regulation Number	Compliance Status	Company Remark
Copy of the annual report including balance sheet, profit and loss account, directors report, corporate governance report, business responsibility report displayed on website	46(2)	Yes	
Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	Yes	
Presence of Chairperson of the nomination and remuneration committee at the annual general meeting	19(3)	Yes	
Presence of Chairperson of the Stakeholder Relationship committee at the annual general meeting	20(3)	Yes	
Whether "Corporate	34(3) read with	Yes	

Governance Report" disclosed in Annual Report	para C of Schedule V		
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Note:

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