

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity **-Brooks Laboratories Limited**
 2. Quarter ending **- 31-Dec-2019**

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 App oint ment	Dat e o f ces sati on	T e n u r e	D a t e o f Bi rt h	Wh eth er spe cial res olut ion pas sed ?	D a t e o f p a ss in g s p e ci al res olut ion	N o. o f Di rec tor s h i p in lis te d e n t i t i e s in cl u d i n g th is lis te 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 Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity	Mem ber shi p in Co m m i t tee s o f the Co m p a ny	Rem arks
M r.	Atul Ranchal	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- Oct - 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
---------	----------------------	----------	------------------------	------------------	----------------

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
--------------------	--------------------	---------	-----------	-----------------------

(if any) in the previous quarter	(if any) in the relevant quarter	requirement of Quorum met	Directors present	Directors present
14-Aug-2019	13-Nov-2019	Yes	5	2
26-Aug-2019		Yes	4	3

Company Remarks	
Maximum gap between any two consecutive (in number of days)	78

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	14-Aug-2019		Yes	3	2
Audit Committee	26-Aug-2019		Yes	3	2
Audit Committee		13-Nov-2019	Yes	3	2
Nomination & Remuneration Committee	26-Aug-2019		Yes	3	3
Nomination & Remuneration Committee		16-Dec-2019	Yes	3	3
Stakeholders Relationship Committee	25-Sep-2019		Yes	3	2
Stakeholders Relationship Committee		16-Dec-2019	Yes	3	2

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	78

v. **Related Party Transactions**

Subject	Compliance status (Yes/No)
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	There is no related party transaction except remuneration to Directors and their
--------------------------------	---

party transactions and Disclosure of notes of material related party transactions	relatives.
---	-------------------

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**