

# ID INFO BUSINESS SERVICES LIMITED

Regd Office:  
104, MAHINDER CHAMBERS,  
WAMAN TUKARAM PATIL MARG,  
CHEMBUR, MUMBAI, MAHARASHTRA 400071.

## ANNUAL REPORT

2019-2020

## ID INFO BUSINESS SERVICES LIMITED

Registered Office:

104, MAHINDER CHAMBERS,  
WAMAN TUKARAM PATIL MARG,  
CHEMBUR, MUMBAI,  
MAHARASHTRA 400071

E-mail ID: [info@idinfo.in](mailto:info@idinfo.in)

BOARD OF DIRECTORS& KMP:

Mr. Kannan Krishnan – Managing Director  
Mr. Himanshu Lohiya - Director  
Mrs. Chitrapavai Kannan – Director  
Mr. Pravin Vallabhdas Rajdev – Director  
Mr. Abhishek Morarka - CFO  
Mr. Mohammed Chhipa- Company Secretary & Compliance Officer

Auditors:

Vishnu Agarwal & Associates,  
Chartered Accounts,  
Mumbai.

Bankers:

State Bank of India,  
R.C. Marg, Chembur,  
Mumbai – 40071.

REGISTRAR & SHARE TRANSFER AGENT:

Purva Sharegistry (India) Private Limited  
9, Shiv Shakti Industrial Estate,  
J.R.Boricha Marg,  
Near Lodha Excelus,  
Lower Parel (E),  
Mumbai – 400 011.  
Tel: 022-2301 8261 / 2301 6761  
Fax: 022-2301 2517  
Email: [busicomp@vsnl.com](mailto:busicomp@vsnl.com)

# ID INFO BUSINESS SERVICES LIMITED

CIN No: L72900MH1968PLC287172

104, MAHINDER CHAMBERS, WAMAN TUKARAM PATIL MARG, CHEMBUR, MUMBAI, MAHARASHTRA  
400071

Email ID: info@idinfo.in Phone Number: 022-25216700 Company Website: www.idinfo.in

## NOTICE

NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF ID INFO BUSINESS SERVICES LIMITED WILL BE HELD ON TUESDAY, 29<sup>TH</sup> SEPTEMBER, 2020 AT 5.00 P.M THROUGH VIDEO CONFERENCING ('VC')/OTHER AUDIO VISUAL MEANS ('OAVM') FACILITY TO TRANSACT THE FOLLOWING:

### ORDINARY BUSINESS:

1. To receive, consider and adopt the audited Balance Sheet as on 31<sup>st</sup> March 2020, the Profit and Loss Account for the year ended 31<sup>st</sup> March 2020 and the Directors' Report and Auditors' Report thereon.
2. To appoint a Director in place of Mr. Krishnan Kannan who retires by rotation and being eligible, offers himself for re-appointment.
3. To approve the appointment of M/s.N.K.Mittal & Associates, Chartered Accountants, Mumbai having Firm Registration No. 0113281W as the Statutory Auditors of the Company.

By Order of the Board  
For ID INFO BUSINESS SERVICES LIMITED  
sd/

Mr. Kannan Krishnan  
Managing Director  
00014414

Date: 30.06.2020

Place: Mumbai

### Notes:

1. In view of the continuing COVID-19 pandemic, the Ministry of Corporate Affairs ('MCA') has vide its circular dated 5 May 2020 read with circulars dated 8 April 2020 and 13 April 2020 (collectively referred to as 'MCA Circulars') and SEBI circular dated 12 May 2020 permitted holding of the annual general meeting ('AGM') through VC/OAVM facility, without the physical presence of the members at a common venue. In compliance with the provisions of the Companies Act, 2013 (the 'Act'), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the 'SEBI Listing Regulations') and MCA Circulars, the AGM of the Company is being conducted through VC/OAVM hereinafter called as 'e-AGM'.
2. The deemed venue for e-AGM shall be the Registered Office of the Company.
3. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 is not applicable to be annexed.
4. The Register of Members and Share transfer book will remain closed on from 25<sup>th</sup> September, 2020 to 29<sup>th</sup> September, 2020 (both days inclusive) for annual closing.
5. Pursuant to the provisions of the Act, a member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a member of the Company. Since this AGM is being held pursuant to the MCA Circulars through VC/OAVM facility, physical attendance of members has been dispensed with. Accordingly, the facility for appointment of proxies by the members will not be available for the e-AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
6. Institutional/Corporate shareholders (i.e. other than individuals/HUF, NRI, etc.) are required to send a scanned copy (pdf/jpg format) of its board or governing body's resolution/authorization, etc., authorizing their representative to attend the e-AGM on its behalf and to vote through remote e-voting. The said resolution/authorization shall be sent to the scrutinizer by email through its registered email address to rbswamy@gmail.com with a copy marked to helpdesk.evoting@cdslindia.com.
7. The facility of joining the e-AGM through VC/OAVM will be opened 15 minutes before and will be open upto 15 minutes after the scheduled start time of the e-AGM on a first come first-served basis. This rule would however not apply to participation of shareholders holding 2% or more shareholding, promoters, institutional investors, directors, key and senior managerial personnel, auditors, etc.

8. The Securities and Exchange Board of India (SEBI) has mandated the submission of the Permanent Account Number (PAN) by every participant in the securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their Depository Participant(s). Members holding shares in physical form shall submit their PAN details to the Company.
9. In case of joint holders, the member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote at the e-AGM.
10. In terms of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), securities of listed companies can only be transferred in dematerialized form with effect from April 1, 2019, except in case of transmission or transposition of securities. In view of the above, Members are advised to dematerialize shares held by them in physical form.
11. Members holding shares in physical form in identical order of names in more than one folio are requested to send to the Company or Company's Registrars and Transfer Agent, M/s. Purva Shareregistry (India) Private Limited, the details of such folios together with the share certificates for consolidating their holding in one folio. A consolidated share certificate will be returned to such Members after making requisite changes thereon.
12. The Company has been maintaining, inter alia, the following statutory registers at its registered office at the registered office
  - i. Register of contracts or arrangements in which directors are interested under section 189 of the Act.
  - ii. Register of directors and key managerial personnel and their shareholding under section 170 of the Act.

In accordance with the MCA Circulars, the said registers will be made accessible for inspection through electronic mode and shall remain open and be accessible to any member during the continuance of the meeting.

13. For ease of conduct, members who would like to ask questions/express their views on the items of the businesses to be transacted at the meeting can Post your Queries in advance during the period starting from 26<sup>th</sup> September 2020 (9.00 a.m.) up-to 28<sup>th</sup> September 2020 (5.00 p.m.) mentioning their name, demat account no./Folio no., e-mail Id, mobile number, etc., and mail to: [info@idinfo.in](mailto:info@idinfo.in). The queries may be raised precisely and in brief to enable the Company to answer the same suitably depending on the availability of time at the meeting.
14. Since the meeting will be conducted through VC/OAVM facility, the route map is not annexed to this Notice.
15. Members may also note that the Notice of this AGM and the Annual Report for financial year 2019-20, will be available on the Company's website [www.idinfo.in](http://www.idinfo.in). Even after registering for e-communication, Members are entitled to receive such communication in physical form, upon making a request for the same, by post, free of cost. For any communication, the Members may also send request to the Company's e-mail ID: [info@idinfo.in](mailto:info@idinfo.in)
16. Member are requested to address all correspondences, including dividend matters, to the Registrar and Share Transfer Agents, Purva Shareregistry (India) Private Limited on the below mentioned details:

Purva Shareregistry (India) Private Limited  
9, Shiv Shakti Industrial Estate,  
J.R.Boricha Marg,  
Near Lodha Excelus,  
Lower Parel (E),  
Mumbai – 400 011.  
Tel: 022-2301 8261 / 2301 6761  
Fax: 022-2301 2517  
Email: [busicomp@vsnl.com](mailto:busicomp@vsnl.com)
17. To support the "Green Initiative" the Members who have not registered their e-mail addresses are requested to register the same with Company/Depositories.
18. Members are hereby informed that there is no unpaid Dividend of earlier years which has been transferred or is due to be transferred to the Investor Education and Protection Fund during the year under review
19. Members are requested to:
  - a. Intimate to the Company's Registrar and Share Transfer Agents - Purva Shareregistry (India) Private Limited, changes, if any, in their registered addresses and e-mail id at an early date, in case shares held in physical form;
  - b. Intimate respective Depository Participant, changes, if any, in their registered addresses or e-mail id at an early date, in case of shares held in dematerialized form;
  - c. Quote their folio numbers/client ID/DP ID in all correspondence; and
  - d. Consolidate their holdings into one folio in the identical order of names.
  - e. Update their PAN and Bank account details by sending a self-attested copy of the PAN along with original cancelled cheque bearing their name on it or bank passbook/statement attested by their Bank to Purva Shareregistry (India) Private Limited, the Registrar and Share Transfer Agents of the Company.

f. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any member as soon as possible. Members are also advised not to leave their demat account(s) dormant for long.

20. Mr. R. Bangaruswamy, Chartered Accountant, Membership No. 021551 have been appointed as Scrutinizer to scrutinize the voting process through remote e-voting and voting at the Meeting venue (through electronic voting or through ballot paper) in a fair and transparent manner.

#### VOTING THROUGH ELECTRONIC MEANS

Pursuant to the provisions of Section 108 of the Companies Act, 2013, read with the Companies (Management and Administration) Rules, 2014 as amended (hereinafter called 'the Rules' for the purpose of this section of the Notice) and regulation 44 of the SEBI Listing Regulations, the Company is providing facility of remote e-voting to exercise votes on the items of business given in the Notice through electronic voting system to members as on Tuesday, 1<sup>st</sup> September, 2020 at 9.00 am. The Company has availed the services of Central Depository Services (India) Limited (CDSL) for e-voting facility. Members are requested to follow the instructions detailed below to cast their vote electronically.

Commencement of remote e-voting: From 9.00 a.m. (IST) on Saturday, 26<sup>th</sup> September, 2020 and End of remote e-voting Up-to 5:00 p.m. (IST) on Monday, 28<sup>th</sup> September, 2020. At the end of the remote e-voting period, the remote e-voting facility shall forthwith be blocked.

During this period Members of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of Tuesday, 1<sup>st</sup> September, 2020, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

The details of the process and manner for remote e-voting are given below:

- a. Initial password is provided in the body of the email.
- b. Launch internet browser and type [www.evotingindia.com](http://www.evotingindia.com) in the address bar.
- c. Enter the login credentials i.e. User ID and password mentioned in your email. Your Folio No./DP ID Client ID will be your User ID. However, if you are already registered with (CDSL) for e-voting, use your existing User ID and password for casting your votes.
- d. After entering the details appropriately, click on LOGIN.
- e. You will reach the password change menu wherein you will be required to mandatorily change your password. The new password shall comprise of minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character (@,#,\$,etc.). It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- f. You need to login again with the new credentials.
- g. On successful login, the system will prompt you to select the EVENT i.e. ID Info Business Services Limited.
- h. On the voting page, the number of shares (which represents the number of votes) held by you as on the cut-off date will appear. If you desire to cast all the votes assenting/dissenting to the resolution, enter all shares and click 'FOR'/'AGAINST' as the case may be or partially in 'FOR' and partially in 'AGAINST', but the total number in 'FOR' and/or 'AGAINST' taken together should not exceed your total shareholding as on the cut-off date. You may also choose the option 'ABSTAIN' and the shares held will not be counted under either head.
- i. Members holding multiple folios/demat accounts shall choose the voting process separately for each folio/demat account.
- j. Cast your votes by selecting an appropriate option and click on 'SUBMIT'. A confirmation box will be displayed. Click 'OK' to confirm, else 'CANCEL' to modify. Once you confirm, you will not be allowed to modify your vote subsequently. During the voting period, you can login multiple times till you have confirmed that you have voted on the resolution.
- k. Corporate/institutional members (i.e. other than individuals, HUF, NRI, etc.) are required to send scanned image (PDF/JPG format) of certified true copy of relevant board resolution/authority letter etc. together with attested specimen signature of the duly authorised signatory(ies) who is/are authorised to vote, to the Scrutinizer through email at [rbswamy@gmail.com](mailto:rbswamy@gmail.com) and may also upload the same in the e-voting module in their login. The scanned image of the above documents should be in the naming format 'BFL\_EVENT No.'
- l. Members can cast their vote from 9.00 a.m. (IST) on Saturday, 26<sup>th</sup> September, 2020 Up-to 5:00 p.m. (IST) on Monday, 28<sup>th</sup> September, 2020. Voting beyond the said date shall not be allowed and the remote e-voting facility shall be disabled.
- m. In case of any queries/grievances, you may refer the Frequently Asked Questions (FAQs) for members and e-voting User Manual available at the 'download' section of <https://evoting.CDSL> available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)

A. VOTING AT E-AGM:

- a) Only those members/shareholders, who will be present in the e-AGM through video conferencing facility and have not cast their vote through remote e-voting and are otherwise not barred from doing so are eligible to vote through e-voting at the e-AGM.
- b) However, members who have voted through remote e-voting will be eligible to attend the e-AGM.
- c) Members attending the e-AGM shall be counted for the purpose of reckoning the quorum under section 103 of the Act.
- d) Upon declaration by the Chairman about the commencement of e-voting at e-AGM, members shall raise their hands in favour of the resolutions.

B. INSTRUCTIONS FOR ATTENDING/JOINING THE E-AGM:

- a) Members will be able to attend the e-AGM through VC/OAVM or view the live webcast of e-AGM provided by the company at <https://zoom.us/join> and using their remote e-voting login credentials (Meeting ID: 914 034 7088 – Password: info#987). Further, members will be required to Mention their Name/LF number and allow camera and gazette mic, and hence use internet with a good speed to avoid any disturbance during the meeting.
- b) Members are encouraged to join the meeting through Laptops with Google Chrome for better experience.
- c) Further, members will be required to allow camera, if any, and hence use internet with a good speed to avoid any disturbance during the meeting.
- d) While all efforts will be made to make the VC/OAVM meeting smooth, participants connecting through mobile devices, tablets, laptops, etc. may, at times, experience audio/video loss due to fluctuation in their respective networks. Use of a stable Wi-Fi or LAN connection can mitigate some of the technical glitches.
- e) Members who would like to ask questions/express their views on the items of the businesses to be transacted at the meeting can Post your Queries in advance during the period starting from 26<sup>th</sup> September 2020 (9.00 a.m.) up-to 28<sup>th</sup> September 2020 (5.00 p.m.) mentioning their name, demat account no./Folio no., e-mail Id, mobile number, etc., and mail to: [info@idinfo.in](mailto:info@idinfo.in). Only those members who have registered themselves as a speaker will be allowed to express their views/ask questions during the e-AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the e-AGM. Please note that only questions of the members holding the shares as on cut-off date will be considered.
- f) A video guide assisting the members attending e-AGM either as a speaker or participant is available for quick reference at "<https://zoom.us/join>"
- g) In case of any difficulties in attending /joining the E-AGM, members shall contact Mr. Dhananjay Chavan – Mobile No. 7276340885 – Email id: [dhananjaj@idinfo.in](mailto:dhananjaj@idinfo.in).

C. GENERAL INSTRUCTIONS:

- a) The Board of Directors have appointed Mr. R. Bangaruswamy, Chartered Accountant, Membership No. 021551 as the Scrutinizer to the e-voting process, and voting at the e-AGM in a fair and transparent manner.
- b) The Chairman shall formally propose to the members participating through VC/OAVM facility to vote on the resolutions as set out in the Notice of the e-AGM and announce the start of the casting of vote through the e-voting system
- c) The Scrutinizer shall, immediately after the conclusion of voting at the e-AGM, first count the votes cast at the meeting, thereafter unblock the votes through e-voting and make a consolidated Scrutinizers' report of the total votes cast in favour or against, if any, to the Chairman or in his absence Vice-Chairman of the Company, who shall countersign the same.
- d) The scrutiner shall submit his report to the Chairman or Vice-Chairman of the Company, as the case may be, who shall declare the result of the voting. The results declared along with the scrutiner's report shall be placed on the Company's website [https:// www.idinfo.in](https://www.idinfo.in) of company and on the website of CDSL and shall also be communicated to the stock exchanges. The resolutions shall be deemed to be passed at the e-AGM of the Company.

By Order of the Board  
For ID INFO BUSINESS SERVICES LIMITED

sd/-

Mr. Kannan Krishnan  
Managing Director  
00014414

# ID INFO BUSINESS SERVICES LIMITED

CIN No: L72900MH1968PLC287172

104, MAHENDER CHAMBERS, WAMAN TUKARAM PATIL MARG, CHEMBUR, MUMBAI, MAHARASHTRA  
400071

Email ID: info@idinfo.in Phone Number: 022-25216700 Company Website: www.idinfo.in

## DIRECTOR'S REPORT

To the Members,

The Directors hereby submit their Board Report of the Company together with the Audited Statements of Accounts for the year ended 31st of March 2020.

### 1. FINANCIAL RESULTS

The Company's financial performance for the year under review along with previous year's figures is given hereunder:

Particulars	31/03/2020 (in Lakhs)	31/03/2019 (in Lakhs)
Profit before tax	1.53	(5.56)
Current tax expense	0.30	0
Deferred tax expense	0	0
Profit/Loss for the period from continuing operations	1.23	(5.56)
Profit/Loss from discontinuing operations	0	0
Tax expense of discontinuing operations	0	0
Profit/Loss from discontinuing operations (after tax)	1.23	(5.56)
Profit/Loss transferred/adjusted to General Reserve	0	0
Basic earnings per equity share	0	0
Diluted earnings per equity share	0	0

### 2. REVIEW OF BUSINESS OPERATIONS AND FUTURE PROSPECTS

- Profit: The Company earned profit of Rs. 1,23,230/- for the Financial Year Ending 31<sup>st</sup> March, 2020.
- Sales : The Companies Turnover is Rs. 32,45,629/- for the Financial Year Ending 31<sup>st</sup> March, 2020.
- Marketing and Market Environment: The Company is facing challenging general economic and competitive scenarios.
- Future Prospects including constraints affecting due to Government policies: To take adequate steps to increase the customer base and look at alternate strategies so as to be ready to capture the revival in industry.

### 3. DIVIDEND

No Dividend was declared for the current financial year due to inadequate Profits.

### 4. THE CHANGE IN NATURE OF BUSINESS, IF ANY:

There was no change in business of the Company during the period under review.

### 5. MATERIAL CHANGES AND COMMITMENT IF ANY AFFECTING THE FINANCIAL POSITION OF THE COMPANY OCCURRED BETWEEN THE END OF THE FINANCIAL YEAR TO WHICH THIS FINANCIAL STATEMENT RELATES AND THE DATE OF THE REPORT.

There were no material changes and commitments affecting the financial position of the Company occurred between the end of the financial year to which this financial statement relate and the date of the report.

### 6. CONSERVATION OF ENERGY, TECHNOLOGY OBSORPTION, FOREIGN EXCHANGE EARNINGS AND OUTGO

The information pertaining to conservation of energy, technology absorption, Foreign exchange Earnings and outgo as required under Section 134 (3)(m) of the Companies Act, 2013 read with Rule 8(3) of the Companies (Accounts) Rules, 2014 is as follows:

Foreign Exchange Earnings	:	NA
Foreign Exchange outgo	:	NA
Energy Absorption	:	NA

A. the steps taken or impact on conservation of energy: NA

B. the steps taken by the Company for utilizing alternate source of energy: NA

C. the Capital investment on energy conservation equipments: NA

Technology Absorption: NA

A. the efforts made towards technology absorption: NA

B. the benefits derived like product improvement, cost reduction, product development or import substitution: NA

C. In case of imported technology (imported during the last three years reckoned from the beginning of the financial year): NA

a) the details of technology imported: NA

b) the year of import: NA

c) whether the technology been fully absorbed: NA

d) the expenditure incurred on Research and Development: NA

#### 7. STATEMENT CONCERNING DEVELOPMENT AND IMPLEMENTATION OF RISK MANAGEMENT POLICY OF THE COMPANY

The Company has a Risk Management Policy however the elements of risk threatening the Company's existence are very minimal.

#### 8. DETAILS OF POLICY DEVELOPED AND IMPLEMENTED BY THE COMPANY ON ITS CORPORATE SOCIAL RESPONSIBILITY INITIATIVES

The Company has not developed and implemented any Corporate Social Responsibility initiatives as the said provisions are not applicable.

#### 9. PARTICULARS OF LOANS, GUARANTEES OR INVESTMENTS MADE UNDER SECTION 186 OF THE COMPANIES ACT, 2013

There loans, guarantees or investments made by the Company under Section 186 of the Companies Act, 2013 during the year under review from part of the Notes to Financial Statements provided in the Annual Report.

#### 10. PARTICULARS OF CONTRACTS OR ARRANGEMENTS MADE WITH RELATED PARTIES

There were no contracts or arrangements made with related parties pursuant to Section 188 of the Companies Act, 2013,during the year under review.

#### 11. EXPLANATION OR COMMENTS ON QUALIFICATIONS, RESERVATIONS OR ADVERSE REMARKS OR DISCLAIMERS MADE BY THE AUDITORS AND THE PRACTICING COMPANY SECRETARY IN THEIR REPORTS

There were no qualifications, reservations or adverse remarks made by the Auditors in their report.

However, pursuant to the provisions of Section 204 of the Companies Act, 2013 and Rule 9 of the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, the Company had appointed M/s. Sandeep P. Parekh & Co., a firm of Company Secretaries in Practice to undertake the Secretarial Audit of the Company. The Report of the Secretarial Audit is annexed herewith as "Annexure B".

The qualifications, reservations or adverse remarks made by the Practicing Company Secretary in their respective reports are as under:

The Company has not appointed Internal Auditor under Section 138 of the Companies Act, 2013.



The turnover of company is not sufficient to meet the requirements specified under Section 203 of the companies Act, 2013. Further, due to non-operation in our business activity, Company is not in position to comply with this requirement even if company wishes to comply.

Hence companies' economic conditions are not favorable to its current market position due to which it is not able to appoint Internal Auditor, but the Company would be appointing the same in future and follow adequate requirements of the Companies Act, 2013.

## 12. COMPANY'S POLICY RELATING TO DIRECTORS APPOINTMENT, PAYMENT OF REMUNERATION AND DISCHARGE OF THEIR DUTIES

The Board has, on the recommendation of the Nomination & Remuneration Committee framed a policy for selection and appointment of Directors, Key Managerial Personnel, Senior Management and their remuneration and evaluation criteria for performance of Independent Directors.

## 13. ANNUAL RETURN

The extracts of Annual Return pursuant to the provisions of Section 92 read with Rule 12 of the Companies (Management and Administration) Rules, 2014 is furnished in Annexure A and attached to this Report

## 14. NUMBER OF BOARD MEETINGS & COMMITTEE MEETINGS CONDUCTED DURING THE YEAR UNDER REVIEW.

The Company had 6 Board meetings during the financial year under review.

<b>Date of Board Meeting</b>	<b>Directors Strength</b>	<b>Directors Present</b>
28.05.2019	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>
04.07.2019	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>
14.08.2019	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>
14.11.2019	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Himanshu Lohiya</li> <li>Sushil Ratanlal Morarka</li> <li>Abhishek Sushil Morarka</li> <li>Chitrapavai Kannan</li> <li>Pravin Vallabhdas Rajdev</li> </ul>
14.02.2020	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Chitrapavai Kannan</li> <li>Himanshu Lohiya</li> <li>Pravin Vallabhdas Rajdev</li> </ul>	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Chitrapavai Kannan</li> <li>Himanshu Lohiya</li> <li>Pravin Vallabhdas Rajdev</li> </ul>
16.03.2020	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Chitrapavai Kannan</li> <li>Himanshu Lohiya</li> <li>Pravin Vallabhdas Rajdev</li> </ul>	<ul style="list-style-type: none"> <li>Krishnan Kannan</li> <li>Chitrapavai Kannan</li> <li>Himanshu Lohiya</li> <li>Pravin Vallabhdas Rajdev</li> </ul>

Necessary disclosures regarding composition of the Board, category, attendance of Directors at the Board Meetings and last Annual General Meeting, number of other Directorship and other Committee Memberships are given below:

Name of Directors	Category	No. of Board Meetings attended	No. of Directorships held in other Companies	Attendance at last AGM	No. of Committee positions held in other Companies	
					Chairman of Committee	Member of Committee
Mr. Kannan Krishnan Naiker	Managing Director	6	5	Yes	0	0
Mr. Himanshu Lohiya	Non- Executive Independent Director	6	5	Yes	0	0
Mr. Sushil Ratanlal Morarka*	Executive Director	4	5	Yes	0	0
Mr. Abhishek Sushil Morarka*	Executive Director	4	6	Yes	0	0
Mr. Chitrapavai Kannan	Executive Director	6	1	Yes	0	0
Mr. Pravin Vallabhdas Rajdev	Non- Executive Independent Director	6	2	Yes	0	0

\* Resigned as Director w.e.f. 14.11.2019

#### NUMBER OF AUDIT COMMITTEE MEETINGS & DETAILS OF THE COMPOSITION OF THE COMMITTEE AND ATTENDANCE OF THE MEMBERS

The details of the composition of the Committee and attendance of the members at the meetings are given below:

Date of Audit Committee Meeting	Members Strength	Members Present
14.02.2020	<ul style="list-style-type: none"> <li>Himanshu Lohiya</li> <li>Pravin Rajdev</li> <li>Chitrapavai Kannan</li> </ul>	<ul style="list-style-type: none"> <li>Himanshu Lohiya</li> <li>Pravin Rajdev</li> <li>Chitrapavai Kannan</li> </ul>

Name of Director	No. of Committee Meetings Held	No. of Committee Meetings Attended
Mr. Himanshu Lohiya- Chairman & Independent, Non-Executive Director	1	1
Mr. Pravin Rajdev - - Member & Independent Director	1	1
Mrs. Chitrapavai Kannan - Member & Independent Non-Executive Director	1	1

The Audit Committee meetings were attended by the Non-Executive Chairman, the Managing Director and the Executive Director & Chief Financial Officer. The representatives of the Statutory Auditors were also invited to the meeting.

#### NOMINATION AND REMUNERATION COMMITTEE

During the financial year one meeting was held on 14/02/2020.

Details of attendance of the members at the meetings are given below:

Name of Director	No. of Committee Meetings Held	No. of Committee Meetings Attended
Mr. Himanshu Lohiya- Chairman & Independent, Non-Executive Director	1	1
Mr. Pravin Rajdev - - Member & Independent Director	1	1
Mrs. Chitrapavai Kannan - Member & Independent Non-Executive Director	1	1