

Gromo **T**rade & **C**onsultancy **L**imited

45th Annual General Meeting

REGISTERED OFFICE

506, Link Plaza, Opp. Lashkaria Tower, Off.
New Link Road, Andheri (West), Mumbai -53
Email: infogromo@gmail.com
Website: www.gromotrade.com

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Corporate Information

Mr. Tejas Hingu	-	Managing Director
Mr. Upendra Patel	-	Director
Mrs. Narmada Patel	-	Director
Mr. Mehul Kadiya	-	Director
Ms. Pratiksha Mashkariya	-	CFO
Ms. Nimisha Kasat	-	Company Secretary

AUDITORS

Statutory Auditors:
M/s. R. Soni & Co.

Internal Auditors:
M/s. A.M. Gohel & Co.

Secretarial Auditors:
Mr. Nitesh Choudhary

REGISTRAR & TRANSFER AGENTS

M/s. Purva Shareregistry India Private Limited
9 Shiv Shakti Industrial Estates, J.R. Boricha Marg
Lower Parel (east), Mumbai- 400011
Tel: 9136993917/18
Email: busicomp@vsnl.com

LISTING OF EQUITY SHARES

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai- 400001

BANKERS

Axis Bank Ltd	-	Andheri (west)
DCB Bank Ltd	-	Andheri (west)
RBL Bank	-	Andheri (west)

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NOTICE IS HEREBY GIVEN THAT THE 45TH ANNUAL GENERAL MEETING OF THE MEMBERS OF M/S. GROMO TRADE & CONSULTANCY LIMITED WILL BE HELD ON WEDNESDAY, 26TH SEPTEMBER, 2018, AT 11.30 A.M. AT THE REGISTERED OFFICE OF THE COMPANY AT 506, LINK PLAZA, OPP. LASHKARIA TOWER, OFF. NEW LINK ROAD, ANDHERI (WEST), MUMBAI – 400053 TO TRANSACT THE FOLLOWING BUSINESSES:

ORDINARY BUSINESS

- 1. To consider and adopt the Audited Financial Statements for the Financial Year ended 31st March, 2018 together with the report of Board of Directors and Auditors thereon.**

To receive, consider and adopt the audited Balance Sheet as at March 31, 2018, the Statement of Profit and Loss and Cash Flow Statement for the year ended on that date and the Explanatory Notes annexed to, and forming part of, any of the above documents together with the reports of the Board of Directors and the Auditors thereon.

- 2. Appointment of Director who retires by rotation**

To appoint a Director in place of Mr. Tejas Vinodrai Hingu (DIN: 06936684) Director, who is retiring by rotation to enable compliance by the Company with the provisions of Section 152 of the Companies Act, 2013 (hereinafter called "the Act") and being eligible, offers himself for re-appointment.

SPECIAL BUSINESS

- 3. To regularize the appointment of Mr. Tejas Hingu (DIN: 06936684) as Additional Director of the company and to consider and if thought fit, to pass with or without modification(s) the following resolution as an Ordinary Resolution:**

"RESOLVED THAT pursuant to the provisions of Section 152, 161 and any other applicable provisions of the Companies Act, 2013 and the Rules made there under (including any statutory modification (s) or re-enactment thereof) of the Companies Act 2013, Mr. Tejas Hingu (DIN:06936684) who was appointed as an Additional Director pursuant to the provisions of section 161(1) of the companies act, 2013 with effect from 16th May 2018 and who holds office upto the date of this Annual General Meeting and in respect of whom the company has received a notice in writing from a Member proposing his candidature for the office of Director, pursuant to Section 160 of the Companies Act 2013 and on recommendation made by Nomination & remuneration Committee, his appointment be and is hereby regularized from the date of the meeting, who is liable to retire by rotation."

- 4. To appoint Mr. Tejas Hingu (DIN: 06936684) as Managing Director of the company and to consider and if thought fit, to pass with or without modification(s) the following resolution as Special Resolution:**

"RESOLVED THAT pursuant to the provisions of Sections 196, 197 and 198 read with Schedule V and any other applicable provisions of the Companies Act, 2013 (the Act), and the Rules made thereunder, including the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any Statutory modification(s) or re-enactment thereof, for the time being in force), and the Articles of Association of the Company and subject to such other approvals as may be necessary, the approval of the Members of the Company, be and is hereby accorded to the appointment of Mr. Tejas Vinodrai Hingu (DIN: 06936684), as the Managing Director of the Company for the period 5 years and upon the following terms and conditions, including remuneration and perquisites, as approved by the Board of Directors, with liberty to the Board of Directors (hereinafter referred to as "the Board", which term shall include any Committee constituted or to be constituted by the Board) from time to time to alter the said terms and conditions, in such manner as may be agreed to between the Board and Mr. Tejas Hingu (DIN: 06936684) and as may be permissible at law:

- a) Period:** Five years w.e.f. 14th August, 2018 to 13th August, 2023, with the liberty to either parties to terminate the appointment on one months' notice in writing to the other.
- b) Remuneration:**
 - 1) Basic Salary: 12,00,000/- with maximum limit of Rs. 30,00,000/- p.a. during his tenure as a Managing Director.
 - 2) Perquisites and other amenities as mentioned in the explanatory statement attached to the Managing Director will be such that shall not at any times exceed 40% of Basic Salary.

- c) The aggregate of the remuneration and perquisites as aforesaid, in any financial year, shall not exceed the limit set out under Sections 197 and 198 read with Schedule V and other applicable provisions of the Companies Act, 2013 or any statutory modifications or re-enactments thereof for the time being in force, or otherwise as may be permissible at law. Provided that where, in any financial year, the Company has no profits or its profits are inadequate, the Company shall pay the above salary and allowances and provide the perquisites and other amenities as aforesaid to the Managing Director as and by way of minimum remuneration, subject to the applicable provisions of Schedule V of the Act and the approval of the Central Government, if required, or any other approvals as may be required under law.
- d) So long as Mr. Tejas Hingu functions as the Managing Director of the Company, his office shall be subject to retirement by rotation, only if articles permits.

The Board may on the recommendation of the Nomination and Remuneration Committee, can give annual increment in his remuneration, various allowances and perquisites, as may be deemed appropriate, so that the payment to Mr. Tejas Hingu in respect of the aforesaid, excluding gratuity, accumulated P.F., Superannuation and encashment of accumulated leave or any other retirement benefit does not exceed the overall limit of Rs. 30 Lakhs, in any financial year during the period of his appointment.

"RESOLVED FURTHER THAT the Board of Directors be and is hereby authorized to do and perform or cause to be done and performed, all such acts and deeds necessary to give effect to the foregoing resolution, including inter alia, approving on behalf of the Company, any changes or modifications in the aforesaid Agreement from time to time"

By order of the Board of Directors

Place: Mumbai
Date: 14/08/2018

Sd/-
Tejas Hingu
Managing Director
DIN: (06936684)



1. Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013 relating to the Special Business to be transacted at the meeting is attached hereto.
2. A member entitled to attend and vote is entitled to appoint a proxy to attend and vote instead of himself/herself and the proxy need not be a member. The proxies should, however, be deposited at the registered office of the Company not later than 48 hours before the commencement of the meeting.
3. A person can act as a proxy on behalf of members not exceeding fifty in number and holding in the aggregate not more than ten percent of the total share capital of the company carrying voting rights. A member holding more than ten percent of total share capital of the company carrying voting rights may appoint a single person as a proxy and such person shall not act as proxy for any other Member.
4. Corporate members intending to send their authorized representatives to attend the Annual General Meeting, pursuant to section 113 of the Companies Act, 2013, are requested to send to the company, a certified copy of the relevant Board Resolution together with the respective specimen signatures of those representatives authorized under the said resolution to attend and vote on their behalf at the meeting.
5. Members, Proxies and Authorised representatives are requested to bring to the meeting the attendance slips enclosed herewith duly completed and signed mentioning therein details of DP ID and Client ID/Folio No.
6. In case of joint holders attending the meeting, the joint holder who is higher in the order of names will be entitled to vote at the meeting.
7. The register of Members and Share Transfer Books of the Company will be closed from 17/09/2018 to 20/09/2018 both days inclusive, for payment of dividend/bonus, if any, declared/ approved, at Annual General Meeting.

8. Shareholders desiring any information as regards the Accounts are required to write to the Company at least seven days in advance of the meeting so that the information, to the extent practicable, can be made available at the meeting.
9. Members are requested to notify immediately any change in their address details to the Company's Registrar and share transfer agents for shares held in demat/physical form at Purva Share registry (India) Pvt Ltd. 9, Shiv Shakti Industrial Estate, J.R. Boricha Marg, Lower Parel (E), Mumbai – 400 011.
10. The Securities & Exchange Board of India (SEBI) has mandated submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form, are, therefore requested to submit their PAN to their Depository Participants with whom they are maintaining their Demat Account. Members holding their shares in Physical Form can submit their PAN details to the share transfer agent (M/s. Purva Share registry (India) Pvt Ltd.) of the Company.
11. Pursuant to the provisions of Sections 101 and 136 of the Act read with 'The Companies (Accounts) Rules, 2014' electronic copy of the Annual Report for financial year 2017-2018 along with Notice of 45th Annual General Meeting of the company (including the Attendance Slip & Proxy Form) is being sent to all the members whose email id is registered with the Registrar/Depository Participant(s) unless any member has requested for a hard copy of the same. For members who have not registered their e-mail address, physical copies of the Annual Report for the financial year 2017-18 along with the notice of the 45th Annual general Meeting of the Company inter-alia indicating the process and manner of e-voting along with Attendance Slip and Proxy Forms is being sent by other permissible modes.
12. Electronic copy of the Notice convening the 45th Annual General Meeting of the Company inter alia indicating the process and manner of e-voting along with Attendance Slip and Proxy Form is being sent to all the members who hold shares in dematerialized mode and whose email addresses are registered with their respective Depository Participants. For those members who have not registered their email address, physical copies of the said Notice inter alia indicating the process and manner of e-voting along with attendance slip and proxy form is being sent in the permitted mode.
13. Members may also note that the Notice of the 45th Annual General Meeting and the Annual Report for financial year 2017-2018 will also be available on the Company's website www.gromo.trade.com which can be downloaded from the site. The physical copies of the aforesaid documents will also be available at the Company's registered office in Mumbai for inspection during normal business hours on all the working days except Saturdays.
14. During the period beginning 24 hours before the time fixed for commencement of the meeting and ending with the conclusion of the meeting, members would be entitled to inspect the proxies lodged, at any time during the business hours of the Company, provided not less than 3 days' written notice is given to the Company.
15. The Company has paid the annual listing fees for the financial year 2018-2019 to BSE Limited.
16. Members holding the equity shares under multiple folios in identical order of names are requested to consolidate their holdings into one folio.
17. Brief details of the Directors, who are seeking appointment / re-appointment, are annexed hereto as per the requirements of the Companies Act, 2013 and Regulations of SEBI (Listing Obligation & Disclosure Requirement) Regulations, 2015



1. In compliance with provisions of Section 108 of the Act, Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 SEBI (Listing Obligation & Disclosure Requirement) Regulations, 2015, the Company will be providing its members, the facility to exercise their right to vote on resolutions proposed to be considered at the 45th Annual General Meeting (AGM) by electronic means and the

business may be transacted through e-voting services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL).

2. The facility for voting through ballot paper shall also be made available at the AGM and the members attending the meeting shall be able to exercise their right to vote at the meeting through ballot paper in case they have not casted their vote by remote e-voting.
3. The members who have casted their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.

a. The Following are the instructions for E-voting:

The instructions for e-voting are as under:

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

Step 1: Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com/>

Step 2: Cast your vote electronically on NSDL e-Voting system.

A detail on Step 1 is mentioned below:

How to Log-in to NSDL e-Voting website?

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholders' section.
3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen.
Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click one-Voting and you can proceed to Step 2 i.e. cast your vote electronically.

4. Your User ID details are given below :

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****.
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Your password details are given below:
 - a) If you are already registered for e-Voting, then you can user your existing password to login and cast your vote.
 - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need enter the 'initial password' and the system will force you to change your password.
 - c) How to retrieve your 'initial password'?
 - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your

mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.

- (ii) If your email ID is not registered, your 'initial password' is communicated to you on your postal address.
6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
 - a) Click on "[Forgot User Details/Password?](#)" (If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
 - b) [Physical User Reset Password?](#)" (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
 - c) If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. After you click on the "Login" button, Home page of e-Voting will open.
9. Now, you will have to click on "Login" button.

A Detail on Step 2 is given below:

How to cast your vote electronically on NSDL e-Voting system?

1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
2. After click on Active Voting Cycles, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle is in active status.
3. Select "EVEN - 109647" of company for which you wish to cast your vote.
4. Now you are ready for e-Voting as the Voting page opens.
5. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
6. Upon confirmation, the message "Vote cast successfully" will be displayed.
7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
8. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for shareholders

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to carrsoni@gmail.com with a copy marked to evoting@nsdl.co.in.
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on www.evoting.nsdl.com to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800-222-990 or send a request at evoting@nsdl.co.in

The e-voting period commences on Sunday 23/09/2018 at 9:00 A.M. and ends on Tuesday 25/09/2018 at 5:00 P.M. During this period, members of the company holding shares either in physical form or in dematerialized form, as on the cutoff/relevant date i.e. Wednesday, 19/09/2018 may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter

Once the vote on a resolution is cast by a member, he or she will not be allowed to change it subsequently.

Any person, who becomes a member of the Company after dispatch of the Notice of AGM and holding shares as of the cut-off date i.e., Wednesday, 19/09/2018, may obtain the login ID and password by sending a request at evoting@nsdl.co.in or infogromo@gmail.com. However, if such member is already registered with NSDL for remote e-voting then he/she/it can use his/her/its existing user ID and password for casting the vote. The facility to reset the forgotten password is also provided by NSDL by using "Forgot User Details/Password" option available on www.evoting.nsdl.com.

A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date, viz., Wednesday, 19/09/2018, only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through ballot paper.

Mr. Rajesh Soni, Chartered Accountant, Partner of M/s. R. Soni & Co. has been appointed as the Scrutinizer by the Board of Directors of the Company to scrutinize the voting and e-voting process in a fair and transparent manner.

The Scrutinizer shall after the conclusion of voting at the AGM, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated Scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorised by the Chairman in writing, who shall countersign the same and declare the result of the voting forthwith.



Item No 3 and 4.

The Board, upon the recommendations of the Nomination and Remuneration Committee, at its meeting held on May 16, 2018 appointed Mr. Tejas Vinodrai Hingu as an Additional Director and designated him Managing Director in its meeting held on August 14, 2018 for a period of five (5) years with effect from August 14, 2018 to August 13, 2023. The Company has received a notice in writing under the provisions of Section 160 of the Companies Act, 2013, proposing the candidature of Mr. Tejas Vinodrai Hingu for the office of director. The Company has received from Mr. Tejas Vinodrai Hingu (i) consent in writing to act as director in Form DIR-2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules, 2014, (ii) intimation in Form DIR-8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that he is not disqualified under sub section (2) of Section 164 of the Companies Act, 2013, and (iii) Notice of interest in Form MBP-1 in terms of section 184 (1), and other applicable provisions of the Companies Act, 2013.

The terms and conditions of his appointment are as follows :

Remuneration: Fixed pay : An annual salary up to Rupees Twelve Lakhs as compensation for his services subject to maximum of Rs. 30,00,000/- during his tenour as a Managing Director.

Other key terms :

- a. Term :** An initial term of five (5) years, with Option to renew for a further period of five (5) years on mutually agreed term and subject to the shareholder's approval. Mr. Hingu will be liable to retire by rotation
- b. Notice period :** Each Party agrees to provide sixty (60) days' notice prior to terminating the Agreement for reasons other than Cause or Good Reason. The Company may, in its sole and exclusive discretion, satisfy its Notice Period obligation by either providing Mr. Hingu with the equivalent of (a) sixty (60) days.
- c. Insurance :** Will be covered under the Company's Health insurance scheme and the Company's Life Insurance scheme as applicable.
- d. Non-compete :** Mr. Hingu agrees that he will not work with the named competitors for a period of six (6) months from date of separation with company, and will not work for or with a customer to whom he rendered service within the last twelve (12) months.
- e. Employee benefits :** During the term of his employment, Mr. Hingu will be entitled to participate in the employee benefit plans hereafter if any maintained by the Company he will also be eligible for such other payments and benefits as provided to whole time directors, as determined by the Board or its Committee, in its sole discretion, from time to time.

f. Leave : Mr. Hingu will be entitled to paid leave in accordance with the Company's policy applicable to its Managing director.

g. Expenses : The Company will reimburse for reasonable travel, entertainment or other expenses incurred by Executive in accordance with the Company's expense reimbursement policy for Managing director.

j. Club Fees : Fees of club, Subject to Maximum of three Clubs.

Mr. Tejas Hingu shall perform such duties as shall from time to time be entrusted to him by the Board of Directors, subject to superintendence, guidance and control of the Board of Directors.

The resolution seeks the approval of the members in terms of Sections 196, 197, 198 and 203 read with Schedule V and other applicable provisions of the Companies Act, 2013, and the Rules made thereunder (including any statutory modifications or re-enactment(s) thereof, for the time being in force) for the appointment of Mr. Tejas Hingu as Managing Director effective August 14, 2018.

No director, key managerial personnel or their relatives, except Mr. Tejas Hingu, to whom the resolution relates, is interested or concerned in the resolution. The Board recommends the resolution set forth in Item no. 3 and 4 for the approval of members.

By order of the Board of Directors

Place: Mumbai
Date: 14/08/2018

Sd/-
Tejas Hingu
Managing Director
DIN: (06936684)

Brief Profile of Directors

Being Appointed / Re-Appointed

(Pursuant to Regulation 36 of the SEBI (Listing Obligation and Disclosure Requirement) Regulations, 2015)

Particulars	Mr. Tejas Hingu
DIN	06936684
Date of birth	09/09/1986
PAN	ACHPH4308K
Date of Appointment	14.08.2018
Shareholding in the Company	Nil
Qualifications	Graduate
Experience in Specific Functional areas	B.Com, MBA, Inter CA, Diploma in International Trade Management He is a Commerce Graduate. He has expertise in the field of Business process and operations. He has vast experience in financial reporting and with his fast learning ability has within a short period of time has reached to this position.
Directorship held in other listed entities	Nil
Membership/Chairmanship of other Public Companies (includes only Audit Committee and Stakeholder Relationship Committee)	Nil
Relationships, if any between Directors, interest.	No