



**26<sup>th</sup>**

**ANNUAL REPORT**

**2019-2020**



# SHEETAL DIAMONDS LIMITED

**BOARD OF DIRECTORS AND KMP:**

SHRI VINOD T. SHAH (DIN - 01859634)  
SHRI ATUL J. KOTHARI (DIN – 08455367)

Managing Director  
Additional Director

**INDEPENDENT DIRECTOR**

SHRI PANKAJ V. SHAH (DIN -03579870)  
SMT NITA P SHAH (DIN- 07144690)

Director  
Director

**COMPLIANCE OFFICER CUM COMPANY SECRETARY**

JAI DILIP SHRIMANKAR (PAN: CMIPS5563E) (Appointed w.e.f 01<sup>st</sup> May, 2020)

**AUDITORS:**

A.T.JAIN & CO.  
CHARTERED ACCOUNTANTS, MUMBAI

**CONSULTANT:**

SHRAVAN A. GUPTA & ASSOCIATES  
COMPANY SECRETARY, MUMBAI

**BANKERS :**

INDUSIND BANK,

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**REGISTERED OFFICE:**

BW-2030, Bharat Diamond Bourse,  
BKC, Bandra (East), Mumbai- 400051

**SHARE REGISTRAR & TRANSFER AGENT:**

SATELLITE CORPORATE SERVICES PVT. LTD.  
A-106/107, Dattani Plaza, East West Compound,  
Nr Safed Pool, Andheri Kurla Road,  
Sakinaka, Mumbai-400072  
Tel: 022-28520461/462  
Email Id: [service@satellitecorporate.com](mailto:service@satellitecorporate.com)  
Website: [www.satellitecorporate.com](http://www.satellitecorporate.com)



# SHEETAL DIAMONDS LIMITED

## NOTICE

NOTICE is hereby given that the 26<sup>th</sup> Annual General Meeting of the members of **SHEETAL DIAMONDS LIMITED** will be held on Friday, the 27<sup>th</sup> day of November, 2020 at 10.30 A.M. at Coworking - BKC, 10<sup>th</sup> Floor, Parinee Cresenzo, C-30, G Block, Bandra Kurla Complex, Bandra East, BKC, Mumbai-400051., to transact the following business :

### ORDINARY BUSINESS:

1. To receive, consider and adopt the Directors' and Auditors' reports and Audited Balance Sheet as at 31<sup>st</sup> March, 2020 and Statement of Profit and Loss for the year ended on that date.
2. To appoint a Director in place of Mr. Vinod Shah who retires by rotation and being eligible offers himself for re-appointment.
3. To appoint M/s. A. T. Jain & Co., Chartered Accountants, to hold office from the conclusion of this meeting until the conclusion of the next Annual General Meeting and to fix their remuneration.

### NOTES:

1. A member entitled to attend and vote at the Annual General Meeting (the "Meeting") is entitled to appoint a proxy to attend and vote on a poll instead of himself and the proxy need not be a member of the Company. The instrument appointing the proxy should, however, be deposited at the Registered Office of the Company not less than Forty-eight hours before the commencement of the Meeting.  
A person can act as a proxy on behalf of members not exceeding fifty 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 the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.
2. Corporate members intending to send their authorized representatives to attend the Meeting are requested to send to the Company a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the meeting.
3. A Statement pursuant to Section 102 of the Companies Act, 2013, relating to the Special Business to be transacted at the Meeting is annexed hereto.
4. Members are requested to bring their attendance slip along with their copy of Annual Report to the Meeting.
5. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote.
6. The Register of Members and Share Transfer Books shall remain closed from Saturday, 21<sup>st</sup> November, 2020 to Friday, 27<sup>th</sup> November, 2020 both days inclusive.
7. Members holding shares in electronic form are requested to intimate immediately any change in their address or bank mandates to their Depository Participant with whom they are maintaining their demat accounts. Members holding shares in physical form are requested to intimate immediately any change in their address or bank mandates immediately to the Company.
8. Members holding shares in single name and physical form are advised to make nomination in respect of their shareholding in the Company.
9. Members who have not registered their e-mail address so far are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars, etc., from the Company electronically.
10. In compliance with provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to offer e-voting facility as an alternative mode of voting which will enable the Members to cast their votes electronically on the resolutions mentioned in the notice of 26<sup>th</sup> Annual General Meeting of the Company.
11. The e-voting period begins on Tuesday, 24<sup>th</sup> November, 2020 at 9.00 a.m. and ends on Thursday, 26<sup>th</sup> November, 2020 at 5.00 p.m. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 20<sup>th</sup> November, 2020, may cast their vote electronically. Thereafter the e-voting module shall be disabled by NSDL for voting.
12. The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of 20<sup>th</sup> November, 2020.
13. A copy of this notice has been placed on the website of the Company and the website of NSDL.
14. M/s Shraavan A. Gupta & Associates, Practicing Company Secretary (Certificate of Practice Number: 9990 and Membership No. A27484) has been appointed as the Scrutinizer for conducting the e-voting process in a fair and transparent manner.
15. The Scrutinizer shall within a period not exceeding three (3) working days from the conclusion of the e-voting period unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman.
16. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44A of the SEBI (LODR) Regulation, 2015., Members have been provided with the facility to cast their vote electronically, through the e-voting services provided by Central Depository Services Limited, on all resolutions set forth in this notice.

The instructions for shareholders voting electronically are as under:

- I. The voting period begins on Tuesday, 24<sup>th</sup> November, 2020 at 9.00 a.m. and ends on Thursday, 26<sup>th</sup> November, 2020 at 5.00 p.m. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 20<sup>th</sup> November, 2020 May cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter. The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- II. Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.



# SHEETAL DIAMONDS LIMITED

III. Now, select the “Sheetal Diamonds Limited” form the drop down menu and click on “SUBMIT”

I. Now Enter your User ID

- For CDSL: 16 digits beneficiary ID,
- For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
- Members holding shares in Physical Form should enter Folio Number registered with the Company.

II. Next enter the Image Verification as displayed and Click on Login.

III. If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.

IV. If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"> <li>Members who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number which is printed on Attendance Slip indicated in the PAN field.</li> </ul>
DOB	Enter the Date of Birth as recorded in your demat account or in the company records for the said demat account or folio in dd/mm/yyyy format.
Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank Details as recorded in your demat account or in the Company records for the said demat account or folio. <ul style="list-style-type: none"> <li>If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (v).</li> </ul>

V. After entering these details appropriately, click on “SUBMIT” tab.

VI. Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach ‘Password Creation’ menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through NSDL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

VII. For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

VIII. Click on the EVSN for Sheetal Diamonds Limited on which you choose to vote.

IX. On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution

X. Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.

XI. After selecting the resolution you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.

XII. Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.

XIII. You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.

XIV. If Demat account holder has forgotten the same password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.

XV. Note for Non – Individual Shareholders and Custodians.

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves as Corporate.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
- After receiving the login details they have to create a user who would be able to link the account(s) for which they wish to vote on.
- The list of accounts should be mailed to [helpdesk.evoting@nsdlindia.com](mailto:helpdesk.evoting@nsdlindia.com) and on approval of the accounts they would be able to cast their vote.
- A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.

XVI. In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@nsdlindia.com](mailto:helpdesk.evoting@nsdlindia.com).

In case of member receiving the physical copy:

(A) Please follow all steps from sl. no.(i) to sl. No (xviii) above to cast vote.

(B) The voting period begins on Tuesday, 24<sup>th</sup> November, 2020 at 9.00 a.m. and ends on Thursday, 26<sup>th</sup> November, 2020 at 5.00 p.m. During these period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. 20<sup>th</sup> November, 2020 may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter.

In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at [www.evotingindia.co.in](http://www.evotingindia.co.in) under help section or write an email to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).



# SHEETAL DIAMONDS LIMITED

Since the Company is required to provide members the facility to cast their vote by electronic means, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut – off date and not casting their votes electronically, may cast their vote at the AGM venue, facility will be available at the venue. The results of e-voting will be placed by the Company on the website within two days of the AGM and also communicated to the stock exchanges, where the shares of the Company are listed.

1. The resolutions proposed will be deemed to have been passed on the date of AGM subject to receipt of number of votes in favour of the resolutions.
2. M/s. Shravan A. Gupta & Associates, Practicing Company Secretary, (Membership No.: ACS 27484 and CP Number: 9990) has been appointed as the Scrutinizer to scrutinize the e-voting process.
3. In terms of Regulation 44A of the SEBI(LODR) Regulation, 2015, those members, who do not access to e-voting facility, may send their assent or dissent in writing on the Ballot Form sent along with this AGM Notice so as to reach the Scrutinizer at the Address- Mr. Shravan A. Gupta & Associates, Company Secretary, (Membership No.: ACS 27484 and CP Number : 9990) having office at A-102, Suryakiran Society, Opp. Jain Temple, Next to HDFC Bank, Borivali West, Mumbai – 400092. on or before 25<sup>th</sup> November, 2020. Any Ballot Form received after 10.30 A.m. on 25<sup>th</sup> November, 2020 will be treated as the reply from the member has not been received.
4. Voting will be provided to the members through e-voting and / or at the venue of the Meeting. A member can opt for only one mode of voting i.e. either through e-voting or ballot If a member cast votes by both modes, then voting done through e-voting shall prevail and the ballot shall be treated as invalid.
5. All the documents referred to in the accompanying Notice and Explanatory Statement are open for inspection at the Company's Registered office on all working days of the Company between 11.00 a.m. to 1.00 p.m. up to the date of the Annual General Meeting except Saturday, Sundays and Public holidays.
6. Members/Proxies are requested to bring their attendance slip duly filled in along with their copy of Annual Report to the Meeting.

**For and on behalf of the board of Directors**

Sd/-  
**Vinod T. Shah**  
Managing  
Director  
**DIN 01859634**

Place : Mumbai  
Date : 29/10/2020

**Regd. Office:**  
BW-2030, Bharat Diamond Bourse,  
BKC, Bandra (East), Mumbai- 400051



# SHEETAL DIAMONDS LIMITED

Details in respect of the Directors, seeking re-appointments / appointment required to be provided pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations And Disclosure Requirements) Regulations, 2015 are also annexed hereto

<b>Sr. No.</b>	<b>Particulars</b>	
1)	Name of the Director	Mr. VINOD TRIKAMLAL SHAH
2)	Date of Birth	25/04/1954
3)	Date of Appointment	10/01/2007
4)	Expertise in specific areas	Business & Marketing
5)	Qualifications	S.S.C.
6)	Number of Shares held in Sheetal Diamonds	1,46,900
7)	Directorship in other Companies	Nil
8)	Membership of Committees in other Public Limited Companies:	Nil



# SHEETAL DIAMONDS LIMITED

## DIRECTORS' REPORT

To,  
The Members,  
Your Directors presents their 26<sup>th</sup> Annual Report on the business and operations of the Company and the accounts for the Financial Year ended March 31, 2020.

### STATE OF COMPANY'S AFFAIRS:

Your Company is in the business of Trading of Diamond & Diamond Jewellery in India & worldwide. It has a global network worldwide, Single sales offices a Work force of over 5 people that sell Multiple product to about 100 Plus customers India and abroad.

### FINANCIAL PERFORMANCE:

(₹ in rupees)

Particulars	Standalone	
	March 2020	March 2019
Income from operation	18,33,61,300.00	20,10,46,570.00
Other Income	53,38,286.00	39,81,066.00
Total Income	18,86,99,586.00	20,50,27,636.00
Profit/(loss) before Interest, Depreciation, Tax and Exceptional Items	(11,35,568)	(16,36,348)
Less Interest Expenses	-	-
Less Depreciation	3,01,029	2,71,649
Less Exceptional Items	-	-
Profit/(loss) before Tax	(14,36,597)	(19,07,997)
Less Provision for Taxation	44,868	99,390
Net Profit/(Loss) after Tax	(14,81,465)	(20,07,387)

During the financial year 2019-20 the total income decreased to Rs. 18,33,61,300.00 as compared to last year's total income of Rs. 20,10,46,570.00. Net Loss Generated after tax decreased to Rs. (14,81,465.00) due to operation of Company as compared to last year net Loss generated after tax Rs. (20,07,387).

The COVID-19 global pandemic which set foot in India in March 2020 has impacted the country's economy across industries and businesses. The Company is not immune to this crisis. To ensure the safety of its employees and workers and to combat the Covid-19 pandemic in compliance with the containment directives of the Government, the Company had shut down its facilities at all locations towards the end of March 2020.

During these extraordinary times of the COVID-19 pandemic, our Company has been contributing positively to the social and financial well-being of all our stakeholders, above all, to the common people of India. Value of human life is of utmost importance, and this fundamental principle continues to guide our business and philanthropic activities. We have come together as an organisation, with the combined strengths of Sheetal Diamonds and all the members of the Sheetal Diamonds, to deploy a sustainable and resilient response to this global pandemic. Our multifarious activities, and our widely publicised motto.

As per the Directives of both the Central and State Governments in the wake of COVID-19 pandemic, the Company had suspended operations w.e.f 23rd March, 2020, adversely impacting the business during the last quarter ended 31<sup>st</sup> March, 2020. The Company has been taking various precautionary measures to protect employees and their families from COVID-19.

### DIVIDEND AND BOOK CLOSURE

The Board of Directors does not recommend dividend on equity shares for the current financial year.

The register of members and share transfer books will remain close from Saturday, 21<sup>st</sup> November, 2020 to Friday, 27<sup>th</sup> November, 2020 at 10.30 A.M (both days inclusive) for the 26<sup>th</sup> Annual General Meeting of the Company scheduled to be convened on 27<sup>th</sup> November, 2020 at Coworking-BKC, 10th Floor, Parinee Cresenzo, C-30, G Block, Bandra Kurla Complex, Bandra East, BKC, Mumbai-400051.

### FINANCIAL SITUATION

#### Reserves & Surplus

As at March 31, 2020 Reserves and Surplus amounted to Rs. (1,80,88,971) as compared to Rs. (1,66,07,506) of previous year. The Company is steadily writing-off losses and the scenario is improving for the company.



# SHEETAL DIAMONDS LIMITED

## **Long Term Borrowings**

The Company has taken secured Loan of Rs. 13,01,608/- as Long term.

## **Short Term Borrowings**

The Company has taken unsecured Loan of Rs. 22,00,000/- as Short term.

## **Fixed Asset**

Net Fixed Assets as at March 31, 2020 have reduced to Rs. 32,53,640.00 as compared to Rs. 9,85,162.00 in the previous year.

## **Investments**

Company not made any investment in the current period under review.

## **SHARES CAPITAL**

### **Authorised Capital**

The current Authorised Share Capital of the Company is Rs. 6,00,00,000 (Rupees Six Crores) divided into 60,00,000 (Sixty Lacs) Equity shares of Rs.10/- each.

### **Equity Shares**

The paid up Equity share capital of the Company as on March 31, 2020 was Rs. 5,00,00,000/- (Rupees Five Crores) comprising of 50,00,000 (Rupees Fifty Lacs) equity shares of Rs. 10/- each.

## **MEETINGS BOARD OF DIRECTORS**

The Board normally meets once in a quarter and additional meetings are held as and when required. During the year, the Board of Directors met 6 times i.e. on April 25<sup>th</sup> 2019, May 22<sup>nd</sup> 2019, August 09<sup>th</sup> 2019, August 31<sup>st</sup> 2019, November 14<sup>th</sup> 2019 & February 13<sup>th</sup> 2020. The dates of Board Meetings were generally decided in advance with adequate notice to all Board Members.

## **DIRECTORS AND KMP**

Pursuant to Section 149(7) of the Companies Act, 2013, the Company has received declarations from Mr. Pankaj Shah and Mrs. Nita P. Shah Independent Directors confirming that they meet the criteria of independence as specified in Section 149(6) of the Act.

Mr. Krunalkumar Mahendrakumar Shah was appointed as Chief Financial Officer of the Company w.e.f. 22<sup>nd</sup> May, 2019.

Ms. Vinita Rathod resigned as a Compliance Officer Cum Company Secretary of the Company w.e.f 7<sup>th</sup> June, 2019.

Mr. Atul Jayantilal Kothari appointed as an Additional Director by the Board of Directors of the Company w.e.f 22 nd May, 2019.

## **POLICY ON DIRECTOR'S APPOINTMENT AND REMUNERATION PURSUANT TO SECTION 178(3) OF THE COMPANIES ACT, 2013**

The Board of Directors of your Company in consultation with Nomination and Remuneration Committee had formulated and adopted Code for Independent Directors and which contains policy on director's appointment and remuneration including criteria for determining qualification, positive attributes and independence of directors.

Board of Directors of the Company duly consider appointment of the Directors in adherence with the policy prescribed under the code of independent directors and provisions of section 178(3) of the Companies Act, 2013.

## **AUDIT COMMITTEE**

The Company has an Independent Audit Committee comprising of 2 (Two) Independent Directors and 1 (one) Managing Director. Mr. VINOD TRIKAMLAL SHAH, Mr. Pankaj Vinod Shah and Mrs. NITA PANKAJ SHAH, Independent Director of the Company are Members of the Committee. All the members of the Audit Committee are financially literate. In view of their professional qualification and experience in finance, all are considered to have financial management and accounting related expertise. Terms of reference of the Audit committee are elaborated in the Corporate Governance report which forms the part of this Annual Report.

## **EVALUATION OF PERFORMANCE OF BOARD**

During the year a separate Meeting of Independent Directors of the Company was held on 19<sup>th</sup> March, 2020, which was attended by all the Independent Directors to discuss and review the self assessment of Directors, Board and Committees thereof and also assess the quality, content and timeliness of flow of information between the Management and the Board.





# SHEETAL DIAMONDS LIMITED

## **DIRECTORS RESPONSIBILITY STATEMENT:**

The Board of Directors confirms that:

- (a) in the preparation of the annual accounts for the financial year ended March 31, 2020, the applicable accounting standards had been followed along with proper explanation relating to material departures;
- (b) the directors had selected such accounting policies and applied them consistently and made judgments and estimates that are reasonable and prudent so as to give a true and fair view of the state of affairs of the company at the end of the financial year and of the profit and loss of the company for that period;
- (c) the directors had taken proper and sufficient care for the maintenance of adequate accounting records in accordance with the provisions of this Act for safeguarding the assets of the company and for preventing and detecting fraud and other irregularities;
- (d) the directors had prepared the annual accounts on a going concern basis; and
- (e) the directors, in the case of a listed company, had laid down internal financial controls to be followed by the company and that such internal financial controls are adequate and were operating effectively.
- (f) the directors had devised proper systems to ensure compliance with the provisions of all applicable laws and that such systems were adequate and operating

## **CORPORATE GOVERNANCE:**

The Company is committed to maintain the highest standards of Corporate Governance and adhere to the Corporate Governance requirements set out by SEBI. The Company has implemented several best Corporate Governance Practices as prevalent globally.

In compliance with Listing Obligation & Disclosure Regulations, 2015 entered into with the Stock Exchanges, a Report on the Corporate Governance, along with the certificate from the Statutory Auditors of the Company on compliance with the provisions of the said Clause is annexed and forms part of the Annual Report.

## **LOANS MADE, GUARANTEES GIVEN OR INVESTMENTS IN SECURITIES BY THE COMPANY.**

Particulars of loans made, guarantees given or investments in securities by the Company are provided in the Note 10 of notes to the Financial Statements.

## **PARTICULARS OF CONTRACT OR ARRANGEMENTS WITH RELATED PARTIES IN A PRESCRIBED FORM ALONGWITH THE JUSTIFICATION FOR ENTERING INTO SUCH CONTRACT OR ARRANGEMENT.**

During the year there was no related party transactions of material nature that may have a potential conflict with interests of the Company, all transactions with related parties were in the normal course of business. On recommendation of Audit Committee the Board ratifies all the related party transactions on quarterly basis. The details of the transaction is annexed herewith as 'Annexure-I' in the prescribed form AOC-2.

## **CONSERVATION OF ENERGY, TECHNOLOGY ABSORPTION AND FOREIGN EXCHANGE EARNINGS AND OUTGO**

Since the Company does not own any manufacturing facility or unit, hence disclosures in this regard not required. The particulars with respect to conservation of energy, technology absorption being not relevant, have not been given.

## **MATERIAL CHANGES AND COMMITMENTS**

There were no material changes and commitments has been done my management affecting the financial position of the Company between the end of the financial year of the company to which the financial statements relates and the date of the report.

## **EXTRACT OF ANNUAL RETURN**

Extract of Annual Return of the Company is annexed herewith as **Annexure II** to this Report.

## **CORPORATE SOCIAL RESPONSIBILITY**

The provisions of Section 135 of the Companies Act, 2013 are not applicable to the Company as it is suffering losses since last three consecutive years, hence disclosure in this regard is not provided.

## **VIGIL MECHANISM FOR DIRECTORS AND EMPLOYEES (SECTION 177(10))**

The Board of directors of the Company believes in conducting all its affairs in a fair and transparent manner, by adopting highest standards of professionalism, honesty, integrity and ethical behavior. The directors are committed to comply with the laws and regulations to which it is subject. For this, it has put in place systems, policies and procedures to interpret and apply these laws and regulations in the organizational environment. In consonance with the object of transparency and good governance, the board of directors of the company formulated and adopted "Whistle Blower Policy and Vigil Mechanism"

The organization's internal controls and operating procedures are intended to detect and prevent improper activities. In this regard, the Company believes in developing a culture where it is safe for all the Directors/Employees to raise concerns about any poor or unacceptable practice and any event of misconduct. These help to strengthen and promote ethical practices and ethical treatment of all those who work in and with the organization.



# SHEETAL DIAMONDS LIMITED

The main objective of this Policy is to provide a platform to Directors and Employees to raise concerns regarding any irregularity, misconduct or unethical matters / dealings within the group which have a negative bearing on the organization either financially or otherwise.

## **RATIO OF THE REMUNERATION OF EACH DIRECTOR TO THE MEDIAN EMPLOYEES REMUNERATION (SECTION 197(12))**

Details pertaining to remuneration as required under section 197(12) of the Companies act, 2013 read with rule 5(1) of the companies (appointment and Remuneration of managerial personnel) rules, 2014 are provided in 'Annexure-III' to the Board's Report.

## **MANAGERIAL REMUNERATION AND RELATED DISCLOSURES**

Disclosures pertaining to remuneration to directors and other details as required under Section 197(12) of the Act read with Rule 5(1) of the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 are provided in the Annual Report.

Pertaining the provisions of Section 197(12) of the Act read with Rules 5(2) and 5(3) of the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, the board of directors do hereby declare that:

- (i) No any employee throughout the financial year, was in receipt of remuneration for that year which, in the aggregate, was not less than sixty lakh rupees;
- (ii) No any employee for a part of the financial year, was in receipt of remuneration for any part of that year, at a rate which, in the aggregate, was not less than five lakh rupees per month;
- (iii) No any employee throughout the financial year or part thereof, was in receipt of remuneration in that year which, in the aggregate, or as the case may be, at a rate which, in the aggregate, is in excess of that drawn by the managing director or whole-time director or manager and holds by himself or along with his spouse and dependent children, not less than two percent of the equity shares of the company.

## **SUBSIDIARY COMPANIES**

The Company has no subsidiary companies and hence company no need to make disclosure of contracts or arrangements or transactions not at arm's length basis.

## **MANAGEMENT'S DISCUSSION AND ANALYSIS REPORT**

Management's Discussion and Analysis Report for the year under review, as stipulated under Regulation 34 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, is presented in a separate section forming part of the Annual Report.

## **SECRETARIAL AUDIT**

Pursuant to Section 204 of the Companies Act, 2013 and rules, amendments made there under, Ms. Nisha Uchil, Practising Company Secretary was appointed to conduct the secretarial audit of our company for FY 2019-20. The Secretarial Audit report is given separately under **Annexure IV**.

## **Change of Registrar and Share Transfer Agent of the Company:**

Company has terminated the services of the Purva Sharegistry (India) Pvt. Ltd as Registrar & Share Transfer Agent and has appointed Satellite Corporate Services Pvt. Ltd as Registrar & Share Transfer Agent with effect from 1<sup>st</sup> August, 2020

## **HUMAN RESOURCES**

Company considers its employees as most valuable resource and ensures strategic alignment of Human Resource practices to business priorities and objectives. The Company has a dedicated team of employees at various locations across our corporate office and branch offices (including Subsidiary companies) spread across the country. The Company strives to inculcate the culture where its employees are motivated and their performance is aligned with values. Company has achieved this present level of excellence through the commitment and dedication exhibited by its employees. The focus on improving productivity and adoption of best practices in every area are being pursued relentlessly. Efforts for active participation, nurturing creativity and innovation and ensuring a climate of synergy and enthusiasm has been at the core of Human Resource initiatives and interventions.

## **INTERNAL FINANCIAL CONTROLS WITH REFERENCE TO THE FINANCIAL STATEMENTS.**

Your Company has adequate internal financial control and adopted Internal Financial Control Policy in order to maintain confidentiality of price sensitive information and internal financial control.

## **RISK MANAGEMENT**

The Company has mechanisms to inform the Board Members about the risk assessment and minimization procedures and periodical review to ensure that executive management controls risk through means of a properly identified framework. Risk management is an ongoing process and the Audit Committee will periodically review risk mitigation measures. The Board of Directors has not constituted a Risk Management Committee as is not mandatory to the company vide circular bearing number CIR/CFD/POLICY CELL/7/2014 issued by SEBI dated September 15, 2014.