

**ANNEXURE I**

**Format to be submitted by listed entity on quarterly basis**

1. Name of Listed Entity - **Techno Electric & Engineering Company Limited**  
 2. Quarter ending - **31.03.2020**

**i. Composition Of Board Of Director**

Title (Mr./Ms)	Name of the Director	DIN	PAN	Category (Chair person /Executive/Non-Executive/Independent/Nominee)	Sub Category	Initial Date of Appointment	Date of Appointment	Date of cessation	Tenure	Date of Birth	Whether special resolution passed?	Date of passing special resolution	No. of Directorship in listed entities including this listed entity	No of Independent Directorship in listed entities including this listed entity	No of memberships in Audit/Stakeholder Committee(s) including this listed entity	No of post of Chair person in Audit/Stakeholder Committee held in listed entities including this listed entity	Membership in Committees of the Company	Remarks
Mr.	Padam Prakash Gupta	00051851954	AEAPG851L	C & ED	MD	25-Jul-2018	10-Aug-2018		60	21-Sep-1949	NA		1	0	0	0	RMC	
Mr.	Rajendra Prasad Singh	0004812	AAAP0397N	ID		25-Jul-2018	29-Sep-2018		60	17-Jul-1948	NA		2	2	1	0		

Mr.	Vasudevan Kotivenkatesan	00018023	AB SP V6 95 2H	ID		25-Jul-2018	29-Sep-2018		60	12-Jul-1939	Yes	28-Sep-2019	1	1	0	2	AC,SC	
Mr.	Krishna Murari Poddar	00028012	AG BP P6 10 7C	ID		25-Jul-2018	29-Sep-2018		60	20-Jun-1945	Yes	28-Sep-2019	2	1	0	0	NRC	
Mr.	Samarendra Nath Roy	000408742	AD OP R1 07 4N	ID		18-Nov-2009	29-Sep-2018		60	21-Jun-1943	Yes	28-Sep-2019	2	2	2	1	AC,RC,NRC	
Mr.	Ankit Saraiya	02771647	AI HP G2 53 3P	ED		02-Apr-2012	02-Apr-2018		36	14-Feb-1986	NA		1	0	1	0	AC,SC,RC	
Ms.	Avantika Gupta	03149138	AK RP G6 29 8B	NED		25-Mar-2015	25-Mar-2015		0	11-Apr-1990	NA		3	0	3	0	SC,NRC	
Mr.	Kadenja Krishna Rai	00629	AA SP R6 47 1Q	ID		28-Sep-2019	28-Sep-2019		60	04-Jun-1944	Yes	28-Sep-2019	1	1	1	0	AC	

		9																
		3																
		7																
Ms.	Dipali Khanna	03395440	AD BP K0 70 4H	ID		30-Sep-2019	30-Sep-2019		12	23-Oct-1952	NA		4	4	1	1		

Company Remarks	
Whether Permanent chairperson appointed	No
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	Vasudevan Kotivenkatesan	ID	Chairperson	25-Jul-2018	
2	Samarendra Nath Roy	ID	Member	25-Jul-2018	
3	Kadenja Krishna Rai	ID	Member	13-Nov-2019	
4	Ankit Saraiya	ED	Member	13-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	Vasudevan Kotivenkatesan	ID	Chairperson	25-Jul-2018	
2	Ankit Saraiya	ED	Member	25-Jul-2018	
3	Avantika Gupta	NED	Member	25-Jul-2018	

Company Remarks	
Whether Permanent chairperson appointed	Yes

**c. Risk Management Committee**

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Padam Prakash Gupta	C & ED	Chairperson	25-Jul-2018	
2	Samarendra Nath Roy	ID	Member	25-Jul-2018	
3	Ankit Saraiya	ED	Member	25-Jul-2018	

Company Remarks	
Whether Permanent chairperson appointed	Yes

**d. Nomination and Remuneration Committee**

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Samarendra Nath Roy	ID	Chairperson	25-Jul-2018	
2	Krishna Murari Poddar	ID	Member	25-Jul-2018	
3	Avantika Gupta	NED	Member	13-Aug-2019	

Company Remarks	
Whether Permanent chairperson appointed	Yes

**iii. Meeting of Board of Directors**

Date(s) of Meeting (if any) in the previous quarter	Date(s) of Meeting (if any) in the relevant quarter	Whether requirement of Quorum met	Number of Directors present	Number of Independent Directors present
13-Nov-2019	08-Feb-2020	Yes	8	5

Company Remarks	
Maximum gap between any two consecutive (in number of days)	86

**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	13-Nov-2019		Yes	4	3
Audit Committee		08-Feb-2020	Yes	4	2

Company Remarks	
Maximum gap between any two consecutive (in number of days)	86

days) [Only for Audit Committee]	
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**v. Related Party Transactions**

<b>Subject</b>	<b>Compliance status (Yes/No/NA)</b>	<b>Remark</b>
Whether prior approval of audit committee obtained	Not Applicable	
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	Yes	

Disclosure of notes on related party transactions and Disclosure of notes of material related party transactions	
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**VI. Affirmations**

1. The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015. - **Yes**
2. The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015
  - a. Audit Committee - **Yes**
  - b. Nomination & remuneration committee - **Yes**
  - c. Stakeholders relationship committee - **Yes**
  - d. Risk management committee (applicable to the top 100 listed entities) - **Yes**
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 report 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:

**Name** : **Niranjn Brahma**  
**Designation** : **Company Secretary**

**ANNEXURE II**

**Format to be submitted by listed entity at the end of the financial year (for the whole of financial year)**

<b>I. Disclosure on website in terms of Listing Regulations</b>			
<b>Item</b>	<b>Compliance status</b>	<b>Company Remark</b>	<b>Website</b>
<b>As per regulation 46(2) of the LODR:</b>			
Details of business	Yes		www.techno.co.in
Terms and conditions of appointment of	Yes		www.techno.co.in
Composition of various committees of	Yes		www.techno.co.in
Code of conduct of board of directors and	Yes		www.techno.co.in
Details of establishment of vigil mechanism/	Yes		www.techno.co.in
Criteria of making payments to non-	Yes		www.techno.co.in
Policy on dealing with related party	Yes		www.techno.co.in
Policy for determining 'material' subsidiaries	Yes		www.techno.co.in
Details of familiarization programs imparted	Yes		www.techno.co.in
Email address for grievance redressal and other relevant details entity who are	Yes		www.techno.co.in
Contact information of the designated	Yes		www.techno.co.in
Financial results	Yes		www.techno.co.in
Shareholding pattern	Yes		www.techno.co.in
Details of agreements entered into with the media companies and/or their associates	Not Applicable		
Schedule of analyst or institutional investor meet and presentations made by the listed	Yes		www.techno.co.in
New name and the old name of the listed	Not		
Advertisements as per regulation 47 (1)	Yes		www.techno.co.in
Credit rating or revision in credit rating	Yes		www.techno.co.in
Separate audited financial statements of	Yes		www.techno.co.in
<b>As per other regulations of the LODR:</b>			
Whether company has provided information under separate section on its website as per Regulation 46(2)	Yes		www.techno.co.in
Materiality Policy as per Regulation 30	Yes		www.techno.co.in
Dividend Distribution policy as per	Yes		www.techno.co.in
It is certified that these contents on the	Yes		www.techno.co.in
<b>II Annual Affirmations</b>			
<b>Particulars</b>	<b>Regulation Number</b>	<b>Compliance status</b>	<b>Company Remark</b>
<i>Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'</i>	16(1)(b) & 25(6)	Yes	
<i>Board composition</i>	17(1), 17(1A) & 17(1B)	Yes	
<i>Meeting of Board of directors</i>	17(2)	Yes	

<i>Quorum of Board meeting</i>	17(2A)	Yes	
<i>Review of Compliance Reports</i>	17(3)	Yes	
<i>Plans for orderly succession for appointments</i>	17(4)	Yes	
<i>Code of Conduct</i>	17(5)	Yes	
<i>Fees/compensation</i>	17(6)	Yes	
<i>Minimum Information</i>	17(7)	Yes	
<i>Compliance Certificate</i>	17(8)	Yes	
<i>Risk Assessment &amp; Management</i>	17(9)	Yes	
<i>Performance Evaluation of Independent Directors</i>	17(10)	Yes	
<i>Recommendation of Board</i>	17(11)	Yes	
<i>Maximum number of directorship</i>	17A	Yes	
<i>Composition of Audit Committee</i>	18(1)	Yes	
<i>Meeting of Audit Committee</i>	18(2)	Yes	
<i>Composition of nomination &amp; remuneration committee</i>	19(1) & (2)	Yes	
<i>Quorum of Nomination and Remuneration Committee meeting</i>	19(2A)	Yes	
<i>Meeting of nomination &amp; remuneration committee</i>	19(3A)	Yes	
<i>Composition of Stakeholder Relationship Committee</i>	20(1), 20(2) and 20(2A)	Yes	
<i>Meeting of stakeholder relationship committee</i>	20(3A)	Yes	
<i>Composition and role of risk management committee</i>	21(1),(2),(3),(4)	Yes	
<i>Meeting of Risk Management Committee</i>	22	Yes	
<i>Vigil Mechanism</i>	22	Yes	
<i>Policy for related party Transaction</i>	23(1),(1A),(5),(6)	Yes	
<i>Prior or Omnibus approval of Audit Committee for all related party</i>	23(2), (3)	Yes	
<i>Approval for material related party transactions</i>	23(4)	Yes	
<i>Disclosure of related party transactions on consolidated basis</i>	23(9)	Yes	
<i>Composition of Board of Directors of unlisted material Subsidiary</i>	24(1)	Yes	
<i>Other Corporate Governance requirements with respect to subsidiary of</i>	24(2),(3),(4),(5) & (6)	Yes	
<i>Annual Secretarial Compliance Report</i>	24(A)	Yes	
<i>Alternate Director to Independent Director</i>	25(1)	Yes	
<i>Maximum Tenure</i>	25(2)	Yes	
<i>Meeting of independent directors</i>	25(3) & (4)	Yes	

<i>Familiarization of independent directors</i>	25(7)	Yes	
<i>Declaration from Independent Director</i>	25(8) & (9)	Yes	
<i>D &amp; O Insurance for Independent</i>	25(10)	Yes	
<i>Memberships in Committees</i>	26(1)	Yes	
<i>Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel</i>	26(3)	Yes	
<i>Disclosure of Shareholding by Non-Executive Directors</i>	26(4)	Yes	
<i>Policy with respect to Obligations of directors and senior management</i>	26(2) & 26(5)	Yes	

<b>Other Information</b>	
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### III Affirmations:

The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied. - **Yes**

<b>Other Information</b>	
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**Name** : **NIRANJAN BRAHMA**  
**Designation** : **Company Secretary & Compliance Officer**