

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity: **Symbiox Investment & Trading Company Ltd**



2. Quarter ending: **30th June 2020**

Title (Mr / Ms)	Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Date of Birth	Initial Date of appointment	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 17A of Listing Regulations)	No of Independent Directorship in listed entities including this listed entity (Refer Regulation 17A(1) of Listing Regulations)	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 26(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(1) of Listing Regulations)
Mr	SAMIT RAY	DORPR2037Q	08406285	Executive Director	Not Applicable	13-06-1965	08-04-2019	-	1	1	-	-
Mr	MAHAVIR VERMA	BCQPV7871M	08406239	Executive Director	Not Applicable	26-03-1978	08-04-2019	-	1	1	-	-
Mrs	MINA DEVI AGARWAL	BKSPA3359K	07370734	Non-Executive - Independent Director	Chairperson	01-01-1963	06-01-2016	42	1	1	2	1
Mr	RANJIT SONI	ASHPS4392Q	08526177	Non-Executive - Independent Director	Not Applicable	12-08-1979	13-08-2019	10	1	1	-	-
Mr	BAPPA MITRA	CBGPM0171H	08405997	Non-Executive - Independent Director	Not Applicable	14-12-1974	08-04-2019	15	1	1	2	1



II. Composition of Committees			
Name of Committee	Name of Committee members	Category (Chairperson/Executive/Non-Executive/Independent/Nominee)	
1. Audit Committee	1. Mrs. Mina Devi Agarwal (Chairperson) 2. Mr. Bappa Mitra 3. Mr. Ranjit Soni 4. Mr. Samit Ray	1. Non-Executive - Independent Director 2. Non-Executive - Independent Director 3. Non-Executive - Independent Director 4. Executive Director	
2. Nomination & Remuneration Committee	1. Mrs. Mina Devi Agarwal 2. Mr. Bappa Mitra 3. Mr. Ranjit Soni (Chairperson)	1. Non-Executive - Independent Director 2. Non-Executive - Independent Director 3. Non-Executive - Independent Director	
3. Risk Management Committee (if applicable)	N/A		
4. Stakeholders Relationship Committee	1. Mr. Bappa Mitra (Chairperson) 2. Mr. Ranjit Soni 3. Mr. Samit Ray 4. Mrs. Mina Devi Agarwal	1. Non-Executive - Independent Director 2. Non-Executive - Independent Director 3. Executive Director 4. Non-Executive - Independent Director	
* Resigned as on 13/08/2019			
& Category of directors means executive/non-executive/independent/nominee. if a director fits into more than one category write all categories separating them with hyphen			
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	Maximum gap between any two consecutive (in number of days)	
14-02-2020	29-06-2020	135	
IV. Meeting of Committees			
Audit Committee			
Date(s) of meeting of the committee in the relevant quarter	Whether requirement of Quorum met (details)	Date(s) of meeting of the committee in the previous quarter	Maximum gap between any two consecutive meetings in number of days*
29-06-2020		14-02-2020	135
* This information has to be mandatorily be given for audit committee, for rest of the committees giving this information is optional			

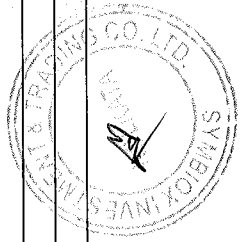


V. Related Party Transactions	Compliance status (Yes/No/NA) refer note below
Subject	
Whether prior approval of audit committee obtained	Not Applicable
Whether shareholder approval obtained for material RPT	Not Applicable
Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Not Applicable
Note	
1. In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A.. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.	
2.If status is "No" details of non-compliance may be given here	
VI. Affirmations	
1. The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015. - YES	
2. The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015	
a. Audit Committee - YES	
b. Nomination & remuneration committee - YES	
c. Stakeholders relationship committee - YES	
d. Risk management committee (applicable to the top 100 listed entities) - Not Applicable	
3. The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015. - YES	
4. The meetings of the board of directors and the above committees have been conducted in the manner as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015. - YES	
5. This report and/or the report submitted in the previous quarter has been placed before Board of Directors. Any comments/observations/advice of Board of Directors may be mentioned here: - YES	
For Symbiox Investment & Trading Co Ltd	
 	
Mina Devi Agarwal	
Director	
DIN No. 07370734	

Note: Information at Table I and II above need to be necessarily given in 1st quarter of each financial year. However if there is no change of information in subsequent quarter(s) of that financial year, this information may not be given by Listed entity and instead a statement "same as previous quarter" may be given.

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

I. Disclosure on website in terms of Listing Regulations		Compliance status (Yes/No/NA)refer note below
Item		
Details of business		Yes
Terms and conditions of appointment of independent directors		Yes
Composition of various committees of board of directors		Yes
Code of conduct of board of directors and senior management personnel		Yes
Details of establishment of vigil mechanism/ Whistle Blower policy		Yes
Criteria of making payments to non-executive directors		NA
Policy on dealing with related party transactions		Yes
Policy for determining 'material' subsidiaries		Yes
Details of familiarization programmes imparted to independent directors		Yes
Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances		Yes
email address for grievance redressal and other relevant details		Yes
Financial results		Yes
Shareholding pattern		Yes
Details of agreements entered into with the media companies and/or their associates		NA
New name and the old name of the listed entity		NA
II Annual Affirmations		Compliance status (Yes/No/NA)refer note below
Particulars	Regulation Number	
Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'	16(1)(b) & 25(6)	Yes
Board composition	17(1)	Yes
Meeting of Board of directors	17(2)	Yes
Review of Compliance Reports	17(3)	Yes
Plans for orderly succession for appointments	17(4)	Yes
Code of Conduct	17(5)	Yes
Fees/compensation	17(6)	NA
Minimum Information	17(7)	Yes
Compliance Certificate	17(8)	Yes
Risk Assessment & Management	17(9)	NA
Performance Evaluation of Independent Directors	17(10)	Yes
Composition of Audit Committee	18(1)	Yes
Meeting of Audit Committee	18(2)	Yes
Composition of nomination & remuneration committee	19(1) & (2)	Yes
Composition of Stakeholder Relationship Committee	20(1) & (2)	Yes



Composition and role of risk management committee	21(1),(2),(3),(4)	NA
Vigil Mechanism	22	Yes
Policy for related party Transaction	23(1),(5),(6),(7) & (8)	Yes
Prior or Omnibus approval of Audit Committee for all related party transactions	23(2), (3)	NA
Approval for material related party transactions	23(4)	NA
Composition of Board of Directors of unlisted material Subsidiary	24(1)	NA
Other Corporate Governance requirements with respect to subsidiary of listed entity	24(2),(3),(4),(5) & (6)	NA
Maximum Directorship & Tenure	25(1) & (2)	Yes
Meeting of independent directors	25(3) & (4)	Yes
Familiarization of independent directors	25(7)	Yes
Memberships in Committees	26(1)	Yes
Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel	26(3)	Yes
Disclosure of Shareholding by Non-Executive Directors	26(4)	Yes
Policy with respect to Obligations of directors and senior management	26(2) & 26(5)	Yes

Note

- 1 In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A.. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- 2 If status is "No" details of non-compliance may be given here.
- 3 If the Listed Entity would like to provide any other information the same may be indicated here.

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.

For Symbiox Investment & Trading Co Ltd



Mina Agarwal

Mina Devi Agarwal

Director

DIN No. 07370734