

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity - **Suvidhaa Infoserve Limited**
 2. Quarter ending - **30-Jun-2021**

i. Composition Of Board Of Director

Title (Mr./Ms)	Name of the Director	DIN	PAN	Category (Chairperson/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 Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity	Membership in Committees of the Company	Remarks
Mr.	Tanuj Rajde	09066867	BTCP R0034D	C, NED		17-Feb-2021	17-Feb-2021			28-Dec-1994	NA		1	0	1	0	SC,NRC	
Mr.	Naresh Sharma	09071085	AA BPS5158C	ED	MD	17-Feb-2021	17-Feb-2021			25-Sep-1956	NA		1	0	0	0	RMC	
Mr.	Prashant Thakar	03179115	AC VP T6034E	ED		20-Aug-2010	11-Mar-2018			22-Jul-1977	NA		1	0	2	0	AC,SC,RC	
Mr.	Ritesh Chothani	09070982	AD XP C2525Q	ID		17-Feb-2021	17-Feb-2021		60	11-May-1979	NA		1	1	2	1	AC,SC	
Mrs.	Jyoti Malhotra	02780029	AG NP M9429N	ID		17-Feb-2021	17-Feb-2021		60	17-Jun-1973	NA		1	1	0	0	RMC,NRC	
Mr.	Shail Shah	06432640	BE CPS1067L	ID		17-Feb-2021	17-Feb-2021		60	25-Dec-1987	NA		1	1	1	1	AC,NRC	

Company Remarks	
Whether Regular chairperson appointed	Yes
Whether Chairperson is related to MD or CEO	No

ii. Composition of Committees**a. Audit Committee**

<i>Sr. No.</i>	<i>Name of the Director</i>	<i>Category</i>	<i>Chairperson/Membership</i>	<i>Appointment Date</i>	<i>Cessation Date</i>
1	Shail Shah	ID	Chairperson	17-Feb-2021	
2	Ritesh Chothani	ID	Member	17-Feb-2021	
3	Prashant Thakar	ED	Member	04-Dec-2020	

Company Remarks	
Whether Permanent chairperson appointed	Yes

b. Stakeholders Relationship Committee

<i>Sr. No.</i>	<i>Name of the Director</i>	<i>Category</i>	<i>Chairperson/Membership</i>	<i>Appointment Date</i>	<i>Cessation Date</i>
1	Ritesh Chothani	ID	Chairperson	17-Feb-2021	
2	Prashant Thakar	ED	Member	04-Dec-2020	
3	Tanuj Rajde	C,NED	Member	17-Feb-2021	

Company Remarks	
Whether Permanent chairperson appointed	Yes

c. Risk Management Committee

<i>Sr. No.</i>	<i>Name of the Director</i>	<i>Category</i>	<i>Chairperson/Membership</i>	<i>Appointment Date</i>	<i>Cessation Date</i>
1	Naresh Sharma	ED	Chairperson	29-Jun-2021	
2	Prashant Thakar	ED	Member	29-Jun-2021	
3	Jyoti Malhotra	ID	Member	29-Jun-2021	

Company Remarks	
Whether Permanent chairperson appointed	Yes

d. Nomination and Remuneration Committee

<i>Sr. No.</i>	<i>Name of the Director</i>	<i>Category</i>	<i>Chairperson/Membership</i>	<i>Appointment Date</i>	<i>Cessation Date</i>
1	Jyoti Malhotra	ID	Chairperson	17-Feb-2021	
2	Shail Shah	ID	Member	17-Feb-2021	
3	Tanuj Rajde	C,NED	Member	17-Feb-2021	

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
12-Jan-2021	08-Apr-2021	Yes	6	3
17-Feb-2021	29-Jun-2021	Yes	5	3
30-Mar-2021		Yes	6	3

Company Remarks	
Maximum gap between any two consecutive (in number of days)	81

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	12-Jan-2021		Yes	3	2
Audit Committee	30-Mar-2021		Yes	3	2
Nomination & Remuneration Committee		08-Apr-2021	Yes	2	1
Audit Committee		29-Jun-2021	Yes	3	2

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	90

v. Related Party Transactions

<i>Subject</i>	<i>Compliance status (Yes/No/NA)</i>	<i>Remark</i>
Whether prior approval of audit committee obtained	Yes	
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	

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:

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Name : **Prachi Vijay Jain**
Designation : **Company Secretary & Compliance Officer**