



XBRL Excel Utility	
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4.	Steps for Filing Corporate Governance Report
5.	Fill up the data in excel utility

I. Overview

The excel utility can be used for creating the XBRL/XML file for e-filing of Corporate Governance Report

XBRL filing consists of two processes. Firstly generation of XBRL/XML file and upload of generated XBRL/XML file to BSE Listing Center Website (www.listing.bseindia.com) .

2. Before you begin

1. The version of Microsoft Excel in your system should be Microsoft Office Excel 2007 and above.
2. The system should have a file compression software to unzip excel utility file.
3. Make sure that you have downloaded the latest Excel Utility from BSE Website to your local system.
4. Make sure that you have downloaded the Chrome Browser to view report generated from Excel utility
5. Please enable the Macros (if disabled) as per instructions given in manual, so that all the functionalities of Excel Utility works fine. Please first go through Enable Macro - Manual attached with zip file.

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5. Steps for Filing Corporate Governance Report

I. Fill up the data: Navigate to each field of every section in the sheet to provide applicable data in correct format. (Formats will get reflected while filling data.)
- Use paste special command to paste data from other sheet.

II. Validating Sheets: Click on the "Validate" button to ensure that the sheet has been properly filled and also data has been furnished in proper format. If there are some errors on the sheet, excel utility will prompt you about the same.

III. Validate All Sheets: Click on the "Home" button. And then click on "Validate All Sheet" button to ensure that all sheets has been properly filled and validated successfully. If there are some errors on the sheet, excel utility will prompt you about the same and stop validation at the same time. After correction, once again follow the same procedure to validate all sheets.

Excel Utility will not allow you to generate XBRL/XML until you rectify all errors.

IV. Generate XML : Excel Utility will not allow you to generate XBRL/XML unless successful validation of all sheet is completed. Now click on "Generate XML" to generate XBRL/XML file.
- Save the XBRL/XML file in your desired folder in local system.

V. Generate Report : Excel Utility will allow you to generate Report. Now click on "Generate Report" to generate html report.
- Save the HTML Report file in your desired folder in local system.
- To view HTML Report open "Chrome Web Browser".
- To print report in PDF Format, Click on print button and save as PDF.

VI. Upload XML file to BSE Listing Center: For uploading the XBRL/XML file generated through Utility, login to BSE Listing Center and upload generated xml file. On Upload screen provide the required information and browse to select XML file and submit the XML.

6. Fill up the data in excel utility

1. Cells with red fonts indicate mandatory fields.
2. If mandatory field is left empty, then Utility will not allow you to proceed further for generating XML.
3. You are not allowed to enter data in the Grey Cells.
4. If fields are not applicable to your company then leave it blank. Do not insert Zero unless it is a mandatory field.
5. Data provided must be in correct format, otherwise Utility will not allow you to proceed further for generating XML.
6. Select data from "Dropdown list" wherever applicable.
7. Adding Notes: Click on "Add Notes" button to add notes

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General information about company

Scrip code	526683
NSE Symbol	UNIVAFOODS
MSEI Symbol	NOTLISTED
ISIN	INE275F01019
Name of the entity	UNIVA FOODS LIMITED
Date of start of financial year	01-04-2024
Date of end of financial year	31-03-2025
Reporting Quarter	Quarterly
Date of Report	31-12-2024
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

Enter the quarter
ended date only

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Annexure 1

Annexure 1 to be submitted by listed entity on quarterly basis

I. Composition of Board of Directors

Disclosure of notes on composition of board of directors explanatory

[Add Notes](#)

Whether the listed entity has a Regular Chairperson

No

Whether Chairperson is related to MD or CEO

No

Disqualification of Directors under section 164 of the Companies Act, 2013

Sr	Titlu (DN / MN)	Name of the Director	PAN	DN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of Birth	Whether the director is disqualified?	Start Date of disqualification	End Date of disqualification	Details of disqualification	Current status	Whether special resolution passed? (Refer Reg. 17(1A) of Listing Regulations)	Date of passing special resolution	Initial Date of appointment	Date of Re-appointment	Date of cessation	Tenure of director (in month)	No of Directorship in listed entities including this listed entity (Refer Regulation 17B of Listing Regulations)	No of Independent Directorship in listed entities including this listed entity (with reference to provision in regulation 17A(1) & 17A(2))	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 20(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee(s) held in listed entities including this listed entity (Refer Regulation 20(1) of Listing Regulations)	Reason for Cessation	Notes for not providing PAN	Notes for not providing DIN		
1	Mr	Mallath Madhavi		0156784	Executive Director	Not Applicable		14-08-1970	No				Active	NA		28-06-2024					1	0		1	0			
2	Mr	Dinesh Babul Kharwad		0813487	Director	Chairperson		03-05-1983	No				Active	NA		28-06-2024					2	0		4	0			
3	Ms	Gayathri Srinivasan Iyer		09054785	Non-Executive - Independent Director	Not Applicable		02-02-1972	No				Active	NA		06-07-2024				5.26	4	4	8	2				
4	Mr	Prasoon Mishra		05497540	Non-Executive - Independent Director	Not Applicable		26-10-1984	No				Active	NA		06-07-2024				5.26	1	0	2	2				
5	Mr	Jayashankar Tarigadda		00101217	Non-Executive - Independent Director	Not Applicable		04-06-1991	No				Active	NA		11-01-2022			01-10-2024	28.72	0	0	0	0	0	Others		
6	Mr	Udaya Manikanta Hemmanaboina		08992295	Non-Executive - Independent Director	Not Applicable		16-04-1992	No				Active	NA		13-05-2022			05-10-2024	28.73	0	0	0	0	0	Others		
7	Mr	Uday Srinivas Tangella		07839883	Director	Not Applicable		11-05-1985	No				Active	NA		11-01-2022			18-10-2024	79.60	0	0	0	0	Others			

Annexure 1
II. Composition of Committees

Disclosure of roles on composition of committees-optional Add more

For this quarter kindly note the following points:
 1. Date of Appointment and Date of Cessation (if applicable) must be mandatorily filled for every Committee.
 2. Date of Appointment can be any day upto September 30, 2022.
 3. Date of Cessation must be for the current quarter only, i.e. July 1, 2022 to September 30, 2022

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Audit Committee Details							
Whether the Audit Committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1.	00161727	Jyeghulch Yargagalla	Non-Executive - Independent Director	Chairperson	13-05-2022	05-10-2024	
2.	0002296	Udaya Manikanta Permainandhoo	Non-Executive - Independent Director	Member	13-05-2022	05-10-2024	
3.	00134482	Devraj Babulal Chirawad	Non-Executive - Non-Independent Director	Member	28-05-2024		
4.	00045495	Deepak Shivanshu Var	Non-Executive - Independent Director	Member	05-10-2024		
5.	00407540	Praasan Mishra	Non-Executive - Independent Director	Chairperson	05-10-2024		
6.							
7.							
8.							
9.							
10.							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Nomination and remuneration committee							
Whether the Nomination and remuneration committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1.	00161727	Jyeghulch Yargagalla	Non-Executive - Independent Director	Member	13-05-2022	05-10-2024	
2.	0002296	Udaya Manikanta Permainandhoo	Non-Executive - Independent Director	Chairperson	13-05-2022	05-10-2024	
3.	00134482	Devraj Babulal Chirawad	Non-Executive - Non-Independent Director	Member	05-10-2024		
4.	00045495	Deepak Shivanshu Var	Non-Executive - Independent Director	Member	05-10-2024		
5.	00407540	Praasan Mishra	Non-Executive - Independent Director	Chairperson	05-10-2024		
6.							
7.							
8.							
9.							
10.							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Stakeholders Relationship Committee							
Whether the Stakeholders Relationship Committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1.	00161727	Jyeghulch Yargagalla	Non-Executive - Independent Director	Chairperson	13-05-2022	05-10-2024	
2.	0002296	Udaya Manikanta Permainandhoo	Non-Executive - Independent Director	Member	13-05-2022	05-10-2024	
3.	00407540	Praasan Mishra	Non-Executive - Independent Director	Chairperson	05-10-2024		
4.	00161727	Jyeghulch Yargagalla	Executive Director	Member	05-10-2024		
5.	00134482	Devraj Babulal Chirawad	Non-Executive - Non-Independent Director	Member	05-10-2024		
6.							
7.							
8.							
9.							
10.							

Risk Management Committee							
Whether the Risk Management Committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Corporate Social Responsibility Committee							
Whether the Corporate Social Responsibility Committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Other Committee						
Sr	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors	Category 2 of directors	Remarks
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

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Annexure 1

III. Meeting of Board of Directors

Disclosure of notes on meeting of board of directors explanatory

[Add Notes](#)

Sr	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Notes for not providing Date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors as on date of the meeting	Number of Directors present* (All directors including Independent Director)	No. of Independent Directors attending the meeting*
	Add Delete						
1	06-07-2024			Yes	9	9	4
2	26-07-2024	19		Yes	9	9	4
3	02-08-2024	6		Yes	7	7	4
4	13-08-2024	10		Yes	7	7	4
5	04-09-2024	21		Yes	7	7	4
6	05-09-2024	0		Yes	7	7	4
7	05-10-2024	29		Yes	5	4	2
8	18-10-2024	12		Yes	4	4	2
9	23-10-2024	4		Yes	4	4	2
10	11-11-2024	18		Yes	4	4	2

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* to be filled in only for the current quarter meetings

Annexure 1

IV. Meeting of Committees

Disclosure of notes on meeting of committees explanatory							Add Notes			
Sr	Name of Committee	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Name of other committee	Reason for not providing date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors in the Committee as on date of the meeting	Number of Directors Present (All Directors including Independent Director)	No. of Independent Directors attending the meeting*	No. of members attending the meeting (other than Board of Directors)
						Add Delete				
1	Nomination and remuneration committee	06-07-2024				Yes	3	3	2	0
2	Nomination and remuneration committee	26-07-2024	19			Yes	3	3	2	0
3	Nomination and remuneration committee	02-08-2024	6			Yes	3	3	2	0
4	Audit Committee	13-08-2024	10			Yes	3	3	2	0
5	Audit Committee	11-11-2024	89			Yes	3	3	2	0

* to be filled in only for the current quarter meetings

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Details of Cyber security incidence

Whether as per Regulation 27(2)(ba) of SEBI (LODR) Regulations, 2015 there has been cyber security incidents or breaches or loss of data or documents during the quarter

No

Other details of cyber security incidence or breaches or loss of data event

[Add Notes](#)

Number of cyber security incidence or breaches or loss of data event occurred during the quarter

Sr.

Date of the event

Brief details of the event

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V. Related Party Transactions

Sr	Subject	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Whether prior approval of audit committee obtained	Yes	
2	Whether shareholder approval obtained for material RPT	Yes	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes	
Disclosure of notes on related party transactions			Add Notes
Disclosure of notes of material transaction with related party			Add Notes

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VI. Affirmations

Sr	Subject	Compliance status (Yes/No)
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
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. b. Nomination & remuneration committee	Yes
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. c. Stakeholders relationship committee	Yes
5	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. d. Risk management committee (applicable to the top 1000 listed entities)	NA
6	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
7	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
8	This report and/or the report submitted in the previous quarter has been placed before Board of Directors.	Yes
9	Any comments/observations/advice of Board of Directors may be mentioned here:	Add Notes

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Sr	Subject	Compliance status
1	Name of signatory	Deepak Babulal Kharwad
2	Designation	Director

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Signatory Details

Name of signatory	Mr. Deepak Babulal Kharwad
Designation of person	Director
Place	Mumbai
Date	20-01-2025

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7. Adding Notes: Click on "Add Notes" button to add notes

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General information about company

Scrip code	526683
NSE Symbol	UNIVAFOODS
MSEI Symbol	NOTLISTED
ISIN	INE275F01019
Name of the entity	UNIVA FOODS LIMITED
Date of start of financial year	01-04-2024
Date of end of financial year	31-03-2025
Reporting Quarter	Quarterly
Date of Report	31-12-2024
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

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ended date only

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Annexure 1

Annexure 1 to be submitted by listed entity on quarterly basis

I. Composition of Board of Directors

Disclosure of notes on composition of board of directors explanatory

Add Notes

Whether the listed entity has a Regular Chairperson

No

Whether Chairperson is related to MD or CEO

No

Disqualification of Directors under section 166 of the Companies Act, 2013

Sr	Titlu (DN / MN)	Name of the Director	PAN	DN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of Birth	Whether the director is disqualified?	Start Date of disqualification	End Date of disqualification	Details of disqualification	Current status	Whether special resolution passed? (Refer Reg. 17(1A) of Listing Regulations)	Date of passing special resolution	Initial Date of appointment	Date of Re-appointment	Date of cessation	Tenure of director (in month)	No of Directorship in listed entities including this listed entity (Refer Regulation 17B of Listing Regulations)	No of Independent Directorship in listed entities including this listed entity (with reference to provision in regulation 17A(1) & 17A(2))	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 20(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee(s) held in listed entities including this listed entity (Refer Regulation 20(1) of Listing Regulations)	Reason for Cessation	Notes for not providing PAN	Notes for not providing DIN		
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2	Mr	Dinesh Babulal Kherwad		0813487	Non-Executive - Non Independent Director	Chairperson		03-05-1983	No				Active	NA		28-06-2024					2	0		4	0			
3	Ms	Gayathri Srinivasan Iyer		09054785	Non-Executive - Independent Director	Not Applicable		02-02-1972	No				Active	NA		06-07-2024					4	4	4	8	2			
4	Mr	Prasoon Mishra		05497540	Non-Executive - Independent Director	Not Applicable		26-10-1984	No				Active	NA		06-07-2024					5.26	1	0	2	2			
5	Mr	Jayashankar Tarigadda		00103237	Non-Executive - Independent Director	Not Applicable		04-06-1991	No				Active	NA		11-05-2022					01-10-2024	28.72	0	0	0	0	Others	
6	Mr	Udaya Manikanta Hemmanaboina		08992295	Non-Executive - Independent Director	Not Applicable		16-04-1992	No				Active	NA		13-05-2022					05-10-2024	28.33	0	0	0	0	Others	
7	Mr	Uday Srinivas Tarigadda		07839883	Non-Executive - Non Independent Director	Not Applicable		11-05-1985	No				Active	NA		11-05-2022					18-10-2024	29.60	0	0	0	0	Others	

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II. Composition of Committees
 Disclosure of roles on composition of committees-optional Add more

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 3. Date of Cessation must be for the current quarter only, i.e. July 1, 2022 to September 30, 2022

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Audit Committee Details							
Whether the Audit Committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
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10.							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Nomination and remuneration committee							
Whether the Nomination and remuneration committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
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Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Stakeholders Relationship Committee							
Whether the Stakeholders Relationship Committee has a Regular Chairperson							
Yes							
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6.							
7.							
8.							
9.							
10.							

Risk Management Committee

Whether the Risk Management Committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated automatically.

Corporate Social Responsibility Committee							
Whether the Corporate Social Responsibility Committee has a Regular Chairperson							
Yes							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Other Committee

Sr	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors	Category 2 of directors	Remarks
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

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Annexure 1

III. Meeting of Board of Directors

Disclosure of notes on meeting of board of directors explanatory

[Add Notes](#)

Sr	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Notes for not providing Date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors as on date of the meeting	Number of Directors present* (All directors including Independent Director)	No. of Independent Directors attending the meeting*
	Add Delete						
1	06-07-2024			Yes	9	9	4
2	26-07-2024	19		Yes	9	9	4
3	02-08-2024	6		Yes	7	7	4
4	13-08-2024	10		Yes	7	7	4
5	04-09-2024	21		Yes	7	7	4
6	05-09-2024	0		Yes	7	7	4
7	05-10-2024	29		Yes	5	4	2
8	18-10-2024	12		Yes	4	4	2
9	23-10-2024	4		Yes	4	4	2
10	11-11-2024	18		Yes	4	4	2

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* to be filled in only for the current quarter meetings

Annexure 1

IV. Meeting of Committees

Disclosure of notes on meeting of committees explanatory							Add Notes			
Sr	Name of Committee	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Name of other committee	Reason for not providing date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors in the Committee as on date of the meeting	Number of Directors Present (All Directors including Independent Director)	No. of Independent Directors attending the meeting*	No. of members attending the meeting (other than Board of Directors)
						Add Delete				
1	Nomination and remuneration committee	06-07-2024				Yes	3	3	2	0
2	Nomination and remuneration committee	26-07-2024	19			Yes	3	3	2	0
3	Nomination and remuneration committee	02-08-2024	6			Yes	3	3	2	0
4	Audit Committee	13-08-2024	10			Yes	3	3	2	0
5	Audit Committee	11-11-2024	89			Yes	3	3	2	0

* to be filled in only for the current quarter meetings

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Details of Cyber security incidence

Whether as per Regulation 27(2)(ba) of SEBI (LODR) Regulations, 2015 there has been cyber security incidents or breaches or loss of data or documents during the quarter

No

Other details of cyber security incidence or breaches or loss of data event

[Add Notes](#)

Number of cyber security incidence or breaches or loss of data event occurred during the quarter

Sr.

Date of the event

Brief details of the event

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Annexure 1			
V. Related Party Transactions			
Sr	Subject	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Whether prior approval of audit committee obtained	Yes	
2	Whether shareholder approval obtained for material RPT	Yes	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes	
Disclosure of notes on related party transactions			Add Notes
Disclosure of notes of material transaction with related party			Add Notes

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Annexure 1

VI. Affirmations

Sr	Subject	Compliance status (Yes/No)
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
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. b. Nomination & remuneration committee	Yes
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. c. Stakeholders relationship committee	Yes
5	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. d. Risk management committee (applicable to the top 1000 listed entities)	NA
6	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
7	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
8	This report and/or the report submitted in the previous quarter has been placed before Board of Directors.	Yes
9	Any comments/observations/advice of Board of Directors may be mentioned here:	Add Notes

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Annexure 1

Sr	Subject	Compliance status
1	Name of signatory	Deepak Babulal Kharwad
2	Designation	Director

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Signatory Details

Name of signatory	Mr. Deepak Babulal Kharwad
Designation of person	Director
Place	Mumbai
Date	20-01-2025

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