

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity - **Caplin Point Laboratories Limited**
2. Quarter ending - **31-Dec-2021**

i. Composition of Board of Director

Title (Mr./Ms)	Name of the Director	Category (Chairperson /Executive/Non - Executive/ Independent/ Nominee)	Sub Category	Initial Date of Appointment	Date of Appointment	Tenure	No. of 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
Mr.	C C Paarthipan	C & NED		01-Oct-1993	01-Oct-1993		1	0	0
Mr.	Sridhar Ganesan	ED	MD	12-Feb-2014	25-Aug-2020		1	1	0
Mr.	D P Mishra	NED		31-Jan-2008	18-Dec-2014		1	1	0
Mr.	V Thirumalai	ID		24-Jul-1994	18-Dec-2017	84	1	2	1
Mr.	R Viswanthan	ID		12-May-2015	12-May-2018	79	1	0	0
Mr.	K C John	ID		25-Aug-2014	25-Aug-2017	88	1	2	2
Mr.	D Sathyanarayanan	ID		09-Nov-2016	09-Nov-2019	61	1	2	0
Mrs.	C K Gariyali	ID		04-Mar-2020	04-Mar-2020	21	1	1	0

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	K C John	ID	Chairperson	05-Feb-2020	
2	D Sathyanarayanan	ID	Member	06-Feb-2017	
3	V Thirumalai	ID	Member	12-May-2021	
4	Sridhar Ganesan	ED	Member	12-May-2015	

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	V Thirumalai	ID	Chairperson	27-Dec-2008	
2	D P Mishra	NED	Member	31-Aug-2008	
3	D Sathyanarayanan	ID	Member	12-May-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	D Sathyanarayanan	ID	Chairperson	30-Mar-2019	
2	Sridhar Ganesan	ED	Member	30-Mar-2019	
3	D Muralidharan	Member	Member	12-May-2021	

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	V Thirumalai	ID	Chairperson	27-Dec-2008	
3	K C John	ID	Member	05-Feb-2016	
4	D P Mishra	NED	Member	12-May-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
05-Aug-2021	02-Nov-2021	Yes	8	5

Company Remarks	
Maximum gap between any two consecutive (in number of days)	88

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	05-Aug-2021		Yes	4	3
Audit Committee		02-Nov-2021	Yes	4	3
Nomination & Remuneration Committee	05-Aug-2021		Yes	3	3
Nomination & Remuneration Committee		02-Nov-2021	Yes	3	3
Stakeholders Relationship Committee	05-Aug-2021		Yes	3	2
Stakeholders Relationship Committee		02-Nov-2021	Yes	3	2

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	88

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	Yes	
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: **Nil**

Name : **Dinesh R G**
Designation : **Company Secretary & Compliance Officer**