



ADVİK LABORATORIES LIMITED

Dated: 12-10-2020

To,

**The Manager (Listing),
BSE Limited,
1st Floor, P. J. Towers,
Dalal Street, Mumbai - 400001**

**Subject: Submission of Corporate Governance Report for the quarter ended 30th
September, 2020**

Ref: BSE - Scrip Code - 531686, ASE Scrip Code- 01636 (ADVİK LABO)

Dear Sir,

Please find enclosed herewith the Corporate Governance Report for the quarter ending 30th September, 2020 in the prescribed format as per the requirements of Regulation 27(2) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 for your kind perusal.

We hope that you will find the above in order.

This is for your information and records please.

**Thanking You,
Yours Truly,
For Advik Laboratories Limited**


**Pooja Chuni
Company Secretary**



**CC:
The Manager (Listing),
Ahmedabad Stock Exchange Limited
1st Floor, Kamdhenu Complex,
Opp. Sahajanand College,
Panjara Pole, Ambawadi, Ahmedabad - 380015**

CIN No. : L74899HR1994PLC038300

Corporate Office : 703, Arunachal building 19, Barakhamba Road, Connaught Place, New Delhi 110001

Phones: 011-42424884, 43571040-45, Fax: 011-43571047

Regd. Office & Factory: 138. ROZ-Ka Meo Industrial Area, Sohna - 122103 (Distt.Mewat), Haryana

Phones: 0124-2362471 Email: mail@advikindia.com Website: www.advikindia.com

General information about company

Scrip code	531686
NSE Symbol	N.A
MSEI Symbol	N.A
ISIN	INE537C01019
Name of the entity	ADVIK LABORATORIES LIMITED
Date of start of financial year	01-04-2020
Date of end of financial year	31-03-2021
Reporting Quarter	Half Yearly
Date of Report	30-09-2020
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

Annexure I

Annexure I 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													Textual Information(1)					
Whether the listed entity has a Regular Chairperson													No					
Whether Chairperson is related to MD or CEO													Yes					
Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of Birth	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 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 Chairperson in Audit/ Stakeholder Committee held in this listed entity (Refer Regulation 26(1) of Listing Regulations)
1	Mr	PEEYUSH KUMAR AGGARWAL	AACPA6470C	00090423	Executive Director	Chairperson related to Promoter	MD	06-10-1963	NA		31-07-2013	25-09-2019			3	0	5	0
2	Mr	MANOJ KUMAR JAIN	BZGPK6177A	01887411	Non-Executive - Independent Director	Not Applicable		07-01-1966	NA		26-12-2013	25-09-2019		60	3	3	2	4
3	Mrs	MADHU SHARMA	BSYPS5514G	06947852	Non-Executive - Independent Director	Not Applicable		07-01-1955	NA		31-01-2017	29-09-2017		60	6	5	4	3
4	Mr	RAM NIWAS SHARMA	AQDPS7567H	08427985	Non-Executive - Non Independent Director	Not Applicable		10-05-1972	NA		23-08-2019	25-09-2019			2	0	0	0

Text Block

Textual Information(1)

Mr. Peeyush Kumar Aggarwal was appointed as a Non-Executive Director liable to retire by rotation. He was reappointed as a Director liable to retire by rotation in the Annual General Meeting held on 25-09-2019 as per the provisions of Section 152 of the Companies Act, 2013. Further the Board of Directors of the company in its meeting held on 23-08-2019 recommended to re-designate Mr. Peeyush Kumar Aggarwal as the Managing Director of the Company, and seeked the approval of the shareholders at the 25th AGM of the company held on 25-09-2019. The resolution for appointment of Mr. Peeyush Kumar Aggarwal as the Managing Director of the Company was duly passed by the shareholders by requisite majority in the Annual General Meeting of the company held on 25.09.2019.

Mr. Manoj Kumar Jain was initially appointed as an Additional Director of the Company w.e.f. 26-12-2013 as per Section 161 of the Companies Act, 2013 to hold the office upto the conclusion of the next AGM. He was appointed as an Independent Director of the Company w.e.f. 30-09-2014 for a period of 5 years in the AGM held on 30-09-2014.

The tenure of Mr. Manoj Kumar Jain as an Independent Director of the Company was expiring at the 25th AGM of the company held on 25-09-2019. Hence, the Board recommended to reappoint Mr. Manoj Kumar Jain as an Independent Director of the Company and for this purpose, seeked the approval of the shareholders at the 25th AGM of the company held on 25-09-2019. The resolution for re appointment of Mr. Manoj Kumar Jain as the Independent Director of the Company was duly passed by the shareholders by requisite majority in the Annual General Meeting of the company held on 25.09.2019.

Ms. Madhu Sharma was initially appointed on 31.01.2017 as an Additional Director categorised as an Independent Director of the Company. She was further regularised as an Independent Director of the Company by the shareholders in the Annual General Meeting held on 29.09.2017.

Mr. Ram Niwas Sharma was appointed as the Additional Director of the company in the meeting of the Board of Directors held on 23.08.2019. Further he was appointed as the Director of the company, liable to retire by rotation in the Annual General Meeting of the company held on 25.09.2019

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	01887411	MANOJ KUMAR JAIN	Non-Executive - Independent Director	Chairperson	03-11-2016		
2	00090423	PEEYUSH KUMAR AGGARWAL	Executive Director	Member	23-04-2019		
3	06947852	MADHU SHARMA	Non-Executive - Independent Director	Member	04-02-2017		

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	01887411	MANOJ KUMAR JAIN	Non-Executive - Independent Director	Chairperson	03-11-2016		
2	08427985	RAM NIWAS SHARMA	Non-Executive - Non Independent Director	Member	23-08-2019		
3	06947852	MADHU SHARMA	Non-Executive - Independent Director	Member	31-01-2017		

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	01887411	MANOJ KUMAR JAIN	Non-Executive - Independent Director	Chairperson	04-02-2017		
2	00090423	PEEYUSH KUMAR AGGARWAL	Executive Director	Member	23-04-2019		
3	06947852	MADHU SHARMA	Non-Executive - Independent Director	Member	01-04-2018		

Risk Management Committee							
Whether the Risk Management Committee has a Regular Chairperson							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks

Corporate Social Responsibility Committee							
Whether the Corporate Social Responsibility Committee has a Regular Chairperson							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks

Other Committee						
Sr	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors	Category 2 of directors	Remarks

Annexure 1**Annexure 1****III. Meeting of Board of Directors**

Disclosure of notes on meeting of board of directors explanatory							Textual Information(1)
Sr	Date(s) of meeting (if any) in the previous quarter	Date(s) of meeting (if any) in the current quarter	Maximum gap between any two consecutive (in number of days)	Notes for not providing Date	Whether requirement of Quorum met (Yes/No)	Number of Directors present*	No. of Independent Directors attending the meeting*
1		29-07-2020			Yes	4	2
2		09-09-2020	41		Yes	4	2

Text Block

Textual Information(1)

SEBI vide its circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/38 dated March 19, 2020 had relaxed the requirement of the maximum stipulated time gap of 120 days between two meetings of the Board and Audit Committees of listed entities as is required under Regulation 17(2) and 18(2)(a) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR Regulations). This relaxation was provided for the meetings held/proposed to be held between the period December 01, 2019 and June 30, 2020.

And SEBI further extended the relaxation of maximum time gap between two Board/Audit Committee meetings as provided by its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/38 dated March 19, 2020 till July 31, 2020 vide its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/110 dated 26 June, 2020.

Further, SEBI vide its circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/106 dated June 24, 2020 had extended the timeline for submission of financial results under Regulation 33 and 52 of the LODR Regulations to July 31, 2020.

Due to outbreak of COVID-19 and sudden lockdown imposed by the Government of India, no Board Meeting and Audit Committee Meeting was held during the quarter ended June 30, 2020. The management of the Company availed the various exemptions granted by SEBI vide its aforesaid Circulars. However, the management of the Company ensures that the Board of Directors and members of Audit Committee shall meet atleast four times a year, as stipulated under Regulations 17(2) and 18(2)(a) of the LODR Regulations.

Annexure 1**IV. Meeting of Committees**

Disclosure of notes on meeting of committees explanatory							Textual Information(1)	
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)	Number of Directors present*	No. of Independent Directors attending the meeting*
1	Audit Committee	29-07-2020				Yes	3	2
2	Audit Committee	09-09-2020	41			Yes	3	2
3	Stakeholders Relationship Committee	13-07-2020				Yes	3	2

Text Block

Textual Information(1)

SEBI vide its circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/38 dated March 19, 2020 had relaxed the requirement of the maximum stipulated time gap of 120 days between two meetings of the Board and Audit Committees of listed entities as is required under Regulation 17(2) and 18(2)(a) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR Regulations). This relaxation was provided for the meetings held/proposed to be held between the period December 01, 2019 and June 30, 2020.

And SEBI further extended the relaxation of maximum time gap between two Board/Audit Committee meetings as provided by its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/38 dated March 19, 2020 till July 31, 2020 vide its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/110 dated 26 June, 2020.

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Due to outbreak of COVID-19 and sudden lockdown imposed by the Government of India, no Board Meeting and Audit Committee Meeting was held during the quarter ended June 30, 2020. The management of the Company availed the various exemptions granted by SEBI vide its aforesaid Circulars. However, the management of the Company ensures that the Board of Directors and members of Audit Committee shall meet atleast four times a year, as stipulated under Regulations 17(2) and 18(2)(a) of the LODR Regulations.

The members present at the meeting of the Audit Committee held on and 29-07-2020 and 09-09-2020 are:-

- (a) Mr. Manoj Kumar Jain (Chairman)
- (b) Mr. Peeyush Kumar Aggarwal (Member)
- (c) Ms. Madhu Sharma (Member)

2. The members present at the meeting of the Stakeholders Relationship Committee held on 13-07-2020 are -

- (a) Mr. Manoj Kumar Jain (Chairman)
- (b) Mr. Peeyush Kumar Aggarwal (Member)
- (c) Ms. Madhu Sharma (Member)

Annexure 1

V. Related Party Transactions

Sr	Subject	Compliance status (Yes/No/NA)	If status is <input checked="" type="checkbox"/> 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	

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 500 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

Annexure 1

Sr	Subject	Compliance status
1	Name of signatory	POOJA CHUNI
2	Designation	Company Secretary and Compliance Officer

Annexure III

III. Affirmations

Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is No details of non-compliance may be given here.
1	Copy of the annual report including balance sheet, profit and loss account, directors report, corporate governance report, business responsibility report displayed on website	46(2)	NA	
2	Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	NA	
3	Presence of Chairperson of the nomination and remuneration committee at the annual general meeting	19(3)	NA	
4	Presence of Chairperson of the Stakeholder Relationship committee at the annual general meeting	20(3)	NA	
5	Whether Corporate Governance Report disclosed in Annual Report	34(3) read with para C of Schedule V	NA	
Any other information to be provided			Textual Information(1)	

Text Block

Textual Information(1)

The Board of Directors in its meeting held on 09th September, 2020 has considered the Order No ROC/Delhi/AGM Ext./2020/11538 dated 08.09.2020 issued by Honble ROC - NCT of Delhi & Haryana w.r.t. extension of the due date of the Annual General Meeting for the financial year ended on 31.03.2020 up to 3 Months from the due date of the AGM and the Board decided to avail the said exemption granted by Honble ROC- NCT of Delhi & Haryana.

Therefore, as per the above order issued by the Honble ROC NCT of Delhi & Haryana, the Annual General Meeting of the Company for the financial year ended March 31, 2020 shall be held within such extended time, i.e. on or before December 31, 2020 and the date of AGM shall be intimated to the Exchange in due course.

However, the Company had duly disclosed the Corporate Governance Report for the F.Y. ended 31st March, 2019 in the Annual Report of F.Y. 2019-20 as per the requirements of SEBI (LODR) Regulations, 2015 which is also displayed at the website of the company and further the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholder Relationship Committee respectively were duly present in the previous Annual General Meeting of the Company held on 25-09-2019.

Annexure III

1	Name of signatory	POOJA CHUNI
2	Designation	Company Secretary and Compliance Officer

Signatory Details

Name of signatory	Pooja chuni
Designation of person	Company Secretary and Compliance Officer
Place	New Delhi
Date	12-10-2020

