

General information about company	
Scrip code	530959
NSE Symbol	
MSEI Symbol	
ISIN	INE012E01035
Name of the entity	DIANA TEA COMPANY LIMITED
Date of start of financial year	01-04-2019
Date of end of financial year	31-03-2020
Reporting Quarter	Yearly
Date of Report	31-03-2020
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

ANUSHREE BISWAS
COMPANY SECRETARY & COMPLIANCE OFFICER

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																
Whether the listed entity has a Regular Chairperson													Yes			
Whether Chairperson is related to MD or CEO													Yes			
Name of 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)
P NIA	AMAPS6652C	00343837	Executive Director	Chairperson related to Promoter	MD	25-03-1972	NA		21-10-1991	27-08-2015		1	0	2	0	
NIA	AJMPS1886R	00343786	Executive Director	Not Applicable		17-12-1963	NA		11-11-2013	11-11-2016		1	0	1	0	
SHANDRA DAL	AFVPP3500N	00026530	Non-Executive - Independent Director	Not Applicable		23-03-1937	Yes	18-09-2018	14-07-2005	26-06-2015		57	4	4	4	1
ARAMJI IWALA	ACYPT2364A	00035400	Non-Executive - Independent Director	Not Applicable		13-08-1938	Yes	18-09-2018	30-03-2010	26-06-2015		57	1	1	1	1

For **DIANA TEA COMPANY LIMITED**

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COMPANY SECRETARY & COMPLIANCE OFFICER

I. Composition of Board of Directors																	
Disclosure of notes on composition of board of directors explanatory																	
Whether the listed entity has a Regular Chairperson																	
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)	Num meml in / Stake Con (s) in this entity Reg 26 Li Regu
5	Mr	GAUTAM BHALLA	AEMPB2411G	00675609	Non-Executive - Independent Director	Not Applicable		27-10-1948	NA		27-02-2015	26-06-2015		57	1	1	2.

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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	00026530	HARISHCHANDRA PAREKH MANEKLAL	Non-Executive - Independent Director	Chairperson	31-10-2005		
2	00343837	SANDEEP SINGHANIA	Executive Director	Member	31-10-2005		
3	00035400	NOSHIRFARAMJI TANKARIWALA	Non-Executive - Independent Director	Member	08-05-2010		
4	00675609	GAUTAM BHALLA	Non-Executive - Independent Director	Member	27-02-2015		

For **DIANA TEA COMPANY LIMITED**

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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	00026530	HARISHCHANDRA PAREKH MANEKLAL	Non-Executive - Independent Director	Chairperson	31-10-2005		
2	00035400	NOSHIRFARAMJI TANKARIWALA	Non-Executive - Independent Director	Member	30-03-2010		
3	00675609	GAUTAM BHALLA	Non-Executive - Independent Director	Member	27-02-2015		

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

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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	00035400	NOSHIRFARAMJI TANKARIWALA	Non-Executive - Independent Director	Chairperson	30-03-2010		
2	00343837	SANDEEP SINGHANIA	Executive Director	Member	31-10-2005		
3	00343786	SARITA SINGHANIA	Executive Director	Member	31-10-2005		
4	00675609	GAUTAM BHALLA	Non-Executive - Independent Director	Member	27-02-2015		

For **DIANA TEA COMPANY LIMITED**

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Risk Management Committee							
Whether the Risk Management Committee has a Regular Chairperson						No	
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks

For **DIANA TEA COMPANY LIMITED**

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Corporate Social Responsibility Committee							
Whether the Corporate Social Responsibility Committee has a Regular Chairperson						No	
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks

For **DIANA TEA COMPANY LIMITED**

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

For **DIANA TEA COMPANY LIMITED**

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Annexure 1							
Annexure 1							
III. Meeting of Board of Directors							
Disclosure of notes on meeting of board of directors explanatory				Notes for not providing Date	Whether requirement of Quorum met (Yes/No)	Number of Directors present*	No. of Independent Directors attending the meeting*
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)				
1	14-11-2019				Yes	5	3
2		13-02-2020	90		Yes	4	3

For **DIANA TEA COMPANY LIMITED**

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Annexure I								
IV. Meeting of Committees								
Disclosure of notes on meeting of committees explanatory							Number of Directors present*	No. of Independent Directors attending the meeting*
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)		
1	Audit Committee	14-11-2019				Yes	4	3
2	Audit Committee	13-02-2020	90			Yes	3	3
3	Nomination and remuneration committee	14-11-2019				Yes	3	3
4	Stakeholders Relationship Committee	14-11-2019				Yes	4	2
5	Stakeholders Relationship Committee	13-02-2020	90			Yes	3	2

For **DIANA TEA COMPANY LIMITED**

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Annexure I			
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	NA	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes	

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

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COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure I		
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

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

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COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure 1		
Sr	Subject	Compliance status
1	Name of signatory	Anushree Biswas
2	Designation	Company Secretary and Compliance Officer

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

ANUSHREE BISWAS
COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II				
Annexure II 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				
Sr	Item	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.	Web address
1	Details of business	Yes		www.dianatea.in
2	Terms and conditions of appointment of independent directors	Yes		www.dianatea.in
3	Composition of various committees of board of directors	Yes		www.dianatea.in
4	Code of conduct of board of directors and senior management personnel	Yes		www.dianatea.in
5	Details of establishment of vigil mechanism/ Whistle Blower policy	Yes		www.dianatea.in
6	Criteria of making payments to non-executive directors	Yes		www.dianatea.in
7	Policy on dealing with related party transactions	Yes		www.dianatea.in
8	Policy for determining 'material' subsidiaries	NA		
9	Details of familiarization programmes imparted to independent directors	Yes		www.dianatea.in

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

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COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II				
Annexure II 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				
Sr	Item	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.	Web address
10	Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances	Yes		www.dianatea.in
11	email address for grievance redressal and other relevant details	Yes		www.dianatea.in
12	Financial results	Yes		www.dianatea.in
13	Shareholding pattern	Yes		www.dianatea.in
14	Details of agreements entered into with the media companies and/or their associates	NA		
15	Schedule of analyst or institutional investor meet and presentations made by the listed entity to analysts or institutional investors simultaneously with submission to stock exchange	NA		
16	New name and the old name of the listed entity	NA		
17	Advertisements as per regulation 47 (1)	Yes		www.dianatea.in
18	Credit rating or revision in credit rating obtained	NA		
19	Separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year	NA		
20	Whether company has provided information under separate section on its website as per Regulation 46(2)	Yes		www.dianatea.in
21	Materiality Policy as per Regulation 30	Yes		www.dianatea.in
22	Dividend Distribution policy as per Regulation 43A (as applicable)	NA		
23	It is certified that these contents on the website of the listed entity are correct	Yes		www.dianatea.in

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

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COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II				
II. Annual Affirmations				
Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'	16(1)(b) & 25 (6)	Yes	
2	Board composition	17(1), 17(1A) & 17(1B)	Yes	
3	Meeting of Board of directors	17(2)	Yes	
4	Quorum of Board meeting	17(2A)	Yes	
5	Review of Compliance Reports	17(3)	Yes	
6	Plans for orderly succession for appointments	17(4)	Yes	
7	Code of Conduct	17(5)	Yes	
8	Fees/compensation	17(6)	Yes	
9	Minimum Information	17(7)	Yes	
10	Compliance Certificate	17(8)	Yes	

For **DIANA TEA COMPANY LIMITED**

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Annexure II				
II. Annual Affirmations				
Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
11	Risk Assessment & Management	17(9)	NA	
12	Performance Evaluation of Independent Directors	17(10)	Yes	
13	Recommendation of Board	17(11)	Yes	
14	Maximum number of Directorships	17A	Yes	
15	Composition of Audit Committee	18(1)	Yes	
16	Meeting of Audit Committee	18(2)	Yes	
17	Composition of nomination & remuneration committee	19(1) & (2)	Yes	
18	Quorum of Nomination and Remuneration Committee meeting	19(2A)	Yes	
19	Meeting of Nomination and Remuneration Committee	19(3A)	Yes	
20	Composition of Stakeholder Relationship Committee	20(1), 20(2) & 20(2A)	Yes	

For **DIANA TEA COMPANY LIMITED**

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COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II				
II. Annual Affirmations				
Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
21	Meeting of Stakeholders Relationship Committee	20(3A)	Yes	
22	Composition and role of risk management committee	21(1),(2),(3),(4)	NA	
23	Meeting of Risk Management Committee	21(3A)	NA	
24	Vigil Mechanism	22	Yes	
25	Policy for related party Transaction	23(1),(1A),(5),(6),(7) & (8)	Yes	
26	Prior or Omnibus approval of Audit Committee for all related party transactions	23(2), (3)	Yes	
27	Approval for material related party transactions	23(4)	NA	
28	Disclosure of related party transactions on consolidated basis	23(9)	Yes	
29	Composition of Board of Directors of unlisted material Subsidiary	24(1)	NA	
30	Other Corporate Governance requirements with respect to subsidiary of listed entity	24(2),(3),(4),(5) & (6)	Yes	

For **DIANA TEA COMPANY LIMITED**

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COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II				
II. Annual Affirmations				
Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
31	Annual Secretarial Compliance Report	24(A)	Yes	
32	Alternate Director to Independent Director	25(1)	Yes	
33	Maximum Tenure	25(2)	Yes	
34	Meeting of independent directors	25(3) & (4)	Yes	
35	Familiarization of independent directors	25(7)	Yes	
36	Declaration from Independent Director	25(8) & (9)	Yes	
37	D & O Insurance for Independent Directors	25(10)	Yes	
38	Memberships in Committees	26(1)	Yes	
39	Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel	26(3)	Yes	
40	Disclosure of Shareholding by Non-Executive Directors	26(4)	Yes	
41	Policy with respect to Obligations of directors and senior management	26(2) & 26(5)	Yes	
	Any other information to be provided - Add Notes			

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

ANUSHREE BISWAS
COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II		
1	Name of signatory	Anushree Biswas
2	Designation	Company Secretary and Compliance Officer

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

ANUSHREE BISWAS
COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II		
III. Affirmations		
Sr	Particulars	Compliance status (Yes/No/NA)
1	The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied	Yes
	Any other information to be provided	

For **DIANA TEA COMPANY LIMITED**

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COMPANY SECRETARY & COMPLIANCE OFFICER

Annexure II		
1	Name of signatory	Anushree Biswas
2	Designation	Company Secretary and Compliance Officer

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

ANUSHREE BISWAS
COMPANY SECRETARY & COMPLIANCE OFFICER

Signatory Details	
Name of signatory	Anushree Biswas
Designation of person	Company Secretary and Compliance Officer
Place	Kolkata
Date	15-05-2020

For **DIANA TEA COMPANY LIMITED**

Anushree Biswas

ANUSHREE BISWAS
COMPANY SECRETARY & COMPLIANCE OFFICER