

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

Firstsource Solutions Limited

30th September 2020

i. Composition Of Board Of Director

Title (Mr./Ms)	Name of the Director	DIN	PAN	Category (Chairpersons /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.	Sanjiv Goenka	00074796	AEFPG4689G	C,NED		03-Dec-12	06-Aug-13		94	29-Jan-61	NA		6	0	6	4		
Mr.	Vipul Khanna	00889710	AASPK7146B	ED	CEO-MD	02-Aug-19	11-Jan-20		14	30-Nov-69	NA		1	0	1	0	SC,RC	
Mr.	Pradip Roy	00026457	AAHPR4619K	ID		03-Dec-12	06-Aug-18		78	12-Aug-48	NA		3	3	6	0	AC,SC,NRC	
Mr.	Subrata Talukdar	01794978	ABSPT3050G	NED		05-Dec-12	06-Aug-13		94	28-Jul-58	NA		1	0	3	1	AC,SC,NRC	
Mr.	Shashwat Goenka	03486121	AOUPG0553L	NED		05-Dec-12	06-Aug-13		94	12-Apr-90	NA		5	0	3	0	RMC	
Mr.	Pradip Kumar Khaitan	00004821	AFYPK7991R	NED		14-Nov-14	03-Aug-15		70	25-Mar-41	Yes	21-Jul-20	7	5	6	2		
Ms.	Grace Koshie	06765216	AALPK4535B	ID		09-Feb-15	21-Jul-20		67	14-Dec-52	NA		3	2	2	1	AC,RC	
Mr.	Sunil Mitra	00113473	AEMPM5982P	ID		01-Apr-19	02-Aug-19		18	24-Jun-51	NA		5	5	5	0	AC	
Mr.	Pratip Chaudhuri	00915201	AAGPC0974K	ID		01-Apr-19	02-Aug-19		18	12-Sep-53	NA		6	5	7	1	NRC	
Mr.	Charles Richard Vernon Stagg	7176980	KWDPS7981B	ID		06-May-19	02-Aug-19		17	27-Sep-55	NA		2	2	0	0		

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

ii. Composition of Committees

a. Audit Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Pradip Roy	ID	Member	01-Apr-2019	
2	Sunil Mitra	ID	Member	01-Apr-2019	
3	Subrata Talukdar	NED	Member	05-Dec-2012	
4	Grace Koshie	ID	Chairperson	01-Apr-2019	

Company Remarks	.Members of Risk Management Committee are as follows:n1. Mr. Shashwat Goenka, Chairmann2. Ms. Grace Koshien3. Mr. Vipul Khanna, MD & CEO n4. Mr. Dinesh Jain, President & CFO5. Mr. Arun Tyagi, EVP - Operational Excellence COE, Finance
Whether Permanent chairperson appointed	Yes

b. Stakeholders Relationship Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Subrata Talukdar	NED	Chairperson	05-Dec-2012	
2	Pradip Roy	ID	Member	01-Apr-2019	
3	Vipul Khanna	ED	Member	02-Aug-2019	

Company Remarks	
Whether Permanent chairperson appointed	Yes

c. Risk Management Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Shashwat Goenka	NED	Chairperson	04-Feb-2019	
2	Vipul Khanna	ED	Member	02-Aug-2019	
3	Grace Koshie	ID	Member	04-Feb-2019	

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	Pradip Roy	ID	Chairperson	01-Apr-2019	

2	Subrata Talukdar	NED	Member	05-Dec-2012	
3	Pratip Chaudhuri	ID	Member	01-Apr-2019	

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
26-May-2020	12-Aug-2020	Yes	9	4

Company Remarks	
Maximum gap between any two consecutive (in number of days)	77

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	26-May-2020		Yes	4	3
Audit Committee		12-Aug-2020	Yes	4	3
Nomination & Remuneration Committee	26-May-2020		Yes	3	2
Nomination & Remuneration Committee		12-Aug-2020	Yes	3	2

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	77

v. Related Party Transactions

Subject	Compliance status (Yes/No/NA)	Remark
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	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:

Name : **Ms. Pooja Nambiar**
Designation : **Company Secretary & Compliance Officer**

ANNEXURE III

Affirmations

Broad Heading	Regulation Number	Compliance Status	Company Remark
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)	Yes	
Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	Yes	
Presence of Chairperson of the nomination and remuneration committee at the annual general meeting	19(3)	Yes	
Presence of Chairperson of the Stakeholder Relationship committee at the annual general meeting	20(3)	Yes	
Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with para C of Schedule V	Yes	

Note:

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Name : **Ms. Pooja Nambiar**
Designation : **Company Secretary & Compliance Officer**