

**ANNEXURE I**

**Format to be submitted by listed entity on quarterly basis**

1. Name of Listed Entity - **3M India Limited**
2. Quarter ending - **31-Dec-2018**

**i. Composition Of Board Of Director**

Title (Mr./Ms)	Name of the Director	DIN	Category (Chairperson /Executive/Non-Executive/ Independent/ Nominee)	Sub Category	Date of Appointment	Date of cessation	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	Membership in Committees of the Company	Remarks
Ms.	RADHIKA RAJAN	00499485	ID		27-May-2016		60	2	5	0	AC,SC	
Mr.	RAMESH RAMADURAI	07109252	NED		27-Mar-2015			1	0	0		
Mr.	AMIT LAROYA	00098933	NED		01-Jun-2016			1	0	0	NRC	
Mr.	B V SHANKARANA RAYANA RAO	00044840	ED		01-Apr-2017		38	1	0	0		
Ms.	DEBARATI SEN	07521172	ED	MD	01-Jun-2016		60	1	1	0	SC	
Mr.	BIREN GABHAWALA	03091772	ID		05-Aug-2014		60	2	4	2	AC,SC, NRC	
Mr.	BHARAT D SHAH	00136969	ID,C & NED		27-Mar-2015		60	5	5	1	AC,SC, NRC	
Mr.	JONGHO LEE	06720950	NED		26-May-2017			1	0	0	AC	FOREIGN DIRECTOR
Ms.	SADHANA KAUL	02589934	NED		31-Oct-2018			1	0	0	NRC	

Company Remarks	
Whether Permanent chairperson appointed	Yes

ii. **Composition of Committees**

a. **Audit Committee**

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	BIREN GABHAWALA	ID	Chairperson	05-Aug-2014	
2	JONGHO LEE	NED	Member	26-May-2017	
3	RADHIKA RAJAN	ID	Member	27-May-2016	
4	BHARAT D SHAH	ID,C & NED	Member	28-Mar-2015	

Company Remarks	
Whether Permanent chairperson appointed	Yes

b. **Stakeholders Relationship Committee**

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	BIREN GABHAWALA	ID	Member	05-Aug-2014	
2	BHARAT D SHAH	ID,C & NED	Chairperson	28-Mar-2015	
3	RADHIKA RAJAN	ID	Member	27-May-2016	
4	DEBARATI SEN	ED	Member	01-Jun-2016	

Company Remarks	
Whether Permanent chairperson appointed	Yes

c. **Risk Management Committee**

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
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Company Remarks	
Whether Permanent chairperson appointed	

d. **Nomination and Remuneration Committee**

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	SADHANA KAUL	NED	Member	31-Oct-2018	
2	AMIT LAROYA	NED	Member	01-Jun-2016	
3	BHARAT D SHAH	ID,C & NED	Member	28-Mar-2015	
4	BIREN GABHAWALA	ID	Chairperson	05-Aug-2014	

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
09-Aug-2018	30-Oct-2018

Company Remarks	
Maximum gap between any two consecutive (in number of days)	81

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	Requirement of Quorum met (details)	Whether requirement of Quorum met (Yes/No)
Audit Committee	09-Aug-2018	30-Oct-2018	4	Yes
Stakeholders Relationship Committee	09-Aug-2018	30-Oct-2018	4	Yes
Nomination & Remuneration Committee		30-Oct-2018	3	Yes

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	81

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	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	<b>Actual RPTs for the quarter ended December 31, 2018 (Rs. in crores) is attached</b>
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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) - **Not applicable**
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:

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**Name** : **V SRINIVASAN**  
**Designation** : **Company Secretary & Compliance Officer**