

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity - **3M India Limited**
2. Quarter ending - **30-Sep-2019**

i. Composition of Board of Director

Title (Mr./ Ms)	Name of the Director	DIN	Category (Chairperson /Executive/Non-Executive/ Independent/ Nominee)	Sub Category	Initial Date of Appointment	Date of re-Appointment	Tenure	Date of Birth	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
Ms.	RADHIKA RAJAN	00499485	ID		27-May-2016	27-May-2016	60	23-Apr-1956	2	2	4	0	AC,SC,RC	
Mr.	RAMESH RAMADURAI	07109252	ED	MD	27-Mar-2015	27-Mar-2015	33	13-Feb-1962	1	0	1	0	SC,RC	He was appointed as Managing Director w e f 01.06.2019. He was the Non - Executive Non Independent Director up to 31.05.2019.
Mr.	AMIT LAROYA	00098933	NED		01-Oct-2013	01-Oct-2013		29-Sep-1964	1	0	0	0	NRC	He was the Managing Director up to 31.05.2016 and was appointed as Non- Executive Non Independent

														Director from 01.06.2016 .
Mr.	B V SHANKARAN ARAYANA RAO	00044840	ED		24-Jul-2002	01-Apr-2017	38	14-May-1960	1	0	0	0	RMC	
Ms.	DEBARATI SEN	07521172	NED		01-Jun-2016	01-Jun-2016		26-Apr-1968	1	0	0	0		She was appointed as Non-Executive Non-Independent Director w e f 01.06.2019 and was Managing Director up to 31.05.2019.
Mr.	BIREN GABHAWALA	03091772	ID		05-Aug-2014	14-Aug-2019	60	28-Feb-1965	2	2	4	2	AC,SC,RC, NRC	
Mr.	BHARAT D SHAH	00136969	ID,C & NED		27-Mar-2015	27-Mar-2015	60	18-Feb-1947	5	5	8	1	AC,SC,RC, NRC	
Mr.	JONGHO LEE	06720950	NED		26-May-2017	26-May-2017		05-Apr-1963	1	0	1	0	AC	Foreign Director
Ms.	SADHANA KAUL	02589934	NED		31-Oct-2018	31-Oct-2018		10-Apr-1964	1	0	0	0	RMC,NRC	

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	BIREN GABHAWALA	ID	Chairperson	05-Aug-2014	
2	BHARAT D SHAH	ID,C & NED	Member	28-Mar-2015	
3	RADHIKA RAJAN	ID	Member	27-May-2016	
4	JONGHO LEE	NED	Member	26-May-2017	

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	BHARAT D SHAH	ID,C & NED	Chairperson	28-Mar-2015	
2	BIREN GABHAWALA	ID	Member	05-Aug-2014	
3	RADHIKA RAJAN	ID	Member	27-May-2016	
4	RAMESH RAMADURAI	ED	Member	01-Jun-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	BIREN GABHAWALA	ID	Chairperson	01-Apr-2019	
2	BHARAT D SHAH	ID,C & NED	Member	01-Apr-2019	
3	RADHIKA RAJAN	ID	Member	01-Apr-2019	
4	RAMESH RAMADURAI	ED	Member	01-Apr-2019	
5	B V SHANKARANARAYANA RAO	ED	Member	01-Apr-2019	
6	SADHANA KAUL	NED	Member	01-Apr-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	BIREN GABHAWALA	ID	Chairperson	05-Aug-2014	
2	BHARAT D SHAH	ID,C & NED	Member	28-Mar-2015	
3	AMIT LAROYA	NED	Member	01-Jun-2016	
4	SADHANA KAUL	NED	Member	31-Oct-2018	

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
28-May-2019	13-Aug-2019	Yes	9	3

Company Remarks	
Maximum gap between any two consecutive (in number of days)	76

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	28-May-2019		Yes	4	3
Audit Committee		13-Aug-2019	Yes	4	3
Stakeholders Relationship Committee	28-May-2019		Yes	4	3
Stakeholders Relationship Committee		13-Aug-2019	Yes	4	3
Risk Management Committee		13-Aug-2019	Yes	6	3

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	76

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	Shareholders have approved in their meeting RPTs for 3 years up to the FY 2019-20. RPTs for the Qtr ended September 30, 2019 (YTD): n1. Sale of Goods - Rs.10.7 crores n2. Income from Contract Research - Rs. 11.6 crores n3. Purchases - Rs. 470.6 crores n4. Royalty - Rs.20.1 crores n5. Recharge of expenses invoice out - Rs. 12.9 crores n6. Recharge of expenses invoice in - Rs.3.1 crores n7. Corporate Management Fee- Rs. 68.9 crores Total = Rs. 597.8 crores
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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:

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Name : V.Srinivasan
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 : V.Srinivasan
Designation : Company Secretary & Compliance Officer