

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-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 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
Ms.	RADHIKA RAJAN	00499485	ID		27-May-2016	27-May-2016		60	23-Apr-1956	NA		2	2	5	0	AC,SC,RC	
Mr.	RAMESH RAMADURAI	07109252	ED	MD	27-Mar-2015	27-Mar-2015		33	13-Feb-1962	NA		1	0	1	0	SC,RC	He was appointed as Managing Director w.e.f 01.06.2019.nHe 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	NA		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	N A		1	0	0	0		RMC
Ms.	DEBARATI SEN	07521172	NED		01-Jun-2016	01-Jun-2016			26-Apr-1968	N A		1	0	0	0		She was appointed as Non-Executive Non-Independent Director w e f 01.06.2019 and wasManaging Director up to 31.05.2019.
Mr.	BIREN GABHAWALA	03091772	ID		05-Aug-2014	14-Aug-2019		60	28-Feb-1965	N A		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	N A		4	4	8	1		AC,SC,RC,NRC
Mr.	JONGHO LEE	06720950	NED		26-May-2017	26-May-2017			05-Apr-1963	N A		1	0	1	0		AC Foreign Director
Ms.	SADHANA KAUL	02589934	NED		31-Oct-2018	31-Oct-2018			10-Apr-1964	N A		1	0	0	0		RMC, NRC

Company Remarks	
Whether Regular 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-Jun-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
13-Aug-2019	13-Nov-2019	Yes	6	3

Company Remarks	
Maximum gap between any two consecutive (in number of days)	91

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	13-Aug-2019		Yes	4	3
Audit Committee		13-Nov-2019	Yes	3	3
Stakeholders Relationship Committee	13-Aug-2019		Yes	4	3
Stakeholders Relationship Committee		13-Nov-2019	Yes	4	4

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	91

v. **Related Party Transactions**

<i>Subject</i>	<i>Compliance status (Yes/No/NA)</i>	<i>Remark</i>
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 December 31, 2019 (YTD)(Rs. Lakhs): Sales of products - 743.69 Re-charge/re-imburement of expenses received - 247.35 Income from contract research - 510.66 Purchase of materials - 26498.87 Corporate management fee - 3077.76 Royalty - 965.10 Re-charge of expenses paid - 447.62
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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**