

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity - **3M India Limited**
2. Quarter ending - **March 31, 2020**

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 RAMADURAIL	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 wasthe 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 SHANKARA NARAYANARAO	00044840	ED		24-Jul-2002	01-Apr-2017		38	14-May-1960	NA		1	0	0	0	RMC	
Mr.	BIREN GABHAWALA	03091772	ID		05-Aug-2014	14-Aug-2019		60	28-Feb-1965	NA	14-Aug-2019	2	2	4	2	AC,SC,RC,NRC	
Mr.	BHARAT D SHAH	00136969	ID,C & NED		27-Mar-2015	27-Mar-2020		60	18-Feb-1947	Yes	26-Mar-2020	5	5	8	1	AC,SC,RC,NRC	
Mr.	JONGHO LEE	06720950	NED		26-May-2017	26-May-2017			05-Apr-1963	NA		1	0	1	0	AC	Foreign Director
Ms.	SADHANA KAUL	02589934	NED		31-Oct-2018	31-Oct-2018			10-Apr-1964	NA		1	0	0	0	RMC,NRC	
Ms.	DEBARATI SEN	07521172	NED		01-Jun-2016	01-Jun-2016	02-Mar-2020		26-Apr-1968	NA		1	0	0	0		She was appointed as Non-Executive Non-Independent

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-Nov-2019	11-Feb-2020	Yes	7	3
Company Remarks				
Maximum gap between any two consecutive (in number of days)		89		

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-Nov-2019		Yes	3	3
Audit Committee		11-Feb-2020	Yes	3	3
Stakeholders Relationship Committee	13-Nov-2019		Yes	4	3
Stakeholders Relationship Committee		11-Feb-2020	Yes	4	3
Risk Management Committee		11-Feb-2020	Yes	6	3
Nomination & Remuneration Committee		11-Feb-2020	Yes	3	2

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	89

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 March 31, 2020 (Rs. Lakhs):1. Sale of Goods - Rs. 399.50 2. Income from Contract Research - Rs.471.12 3. Purchases - Rs.21923.68 4.Royalty - Rs. 831.03 5.Recharge of expenses received - Rs.471.76 6.Recharge of expenses paid - Rs. 114.26 7. Corporate Management Fee- Rs.3360.51 Total = Rs.27571.86	

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 II

Format 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			
Item	Compliance status	Company Remark	Website
As per regulation 46(2) of the LODR:			
Details of business	Yes		https://www.3mindia.in/3M/en_I
Terms and conditions of appointment of independent	Yes		https://www.3mindia.in/3M/en_I
Composition of various committees of board of directors	Yes		https://www.3mindia.in/3M/en_I
Code of conduct of board of directors and senior	Yes		https://www.3mindia.in/3M/en_I
Details of establishment of vigil mechanism/ Whistle Blower	Yes		https://www.3mindia.in/3M/en_I
Criteria of making payments to non-executive directors	Yes		https://www.3mindia.in/3M/en_I
Policy on dealing with related party transactions	Yes		https://www.3mindia.in/3M/en_I
Policy for determining 'material' subsidiaries	Not Applicable		
Details of familiarization programs imparted to	Yes		https://www.3mindia.in/3M/en_I
Email address for grievance redressal and other relevant details entity who are responsible for assisting and handling	Yes		https://www.3mindia.in/3M/en_I N/company-in/about-
Contact information of the designated officials of the listed	Yes		https://www.3mindia.in/3M/en_I
Financial results	Yes		https://www.3mindia.in/3M/en_I
Shareholding pattern	Yes		https://www.3mindia.in/3M/en_I
Details of agreements entered into with the media companies and/or their associates	Not Applicable		
Schedule of analyst or institutional investor meet and presentations made by the listed entity to analysts or	Yes		https://www.3mindia.in/3M/en_I N/company-in/about-
New name and the old name of the listed entity	Not Applicable		
Advertisements as per regulation 47 (1)	Yes		https://www.3mindia.in/3M/en_I
Credit rating or revision in credit rating obtained by the	Not Applicable		
Separate audited financial statements of each subsidiary of	Yes		https://www.3mindia.in/3M/en_I
As per other regulations of the LODR:			
Whether company has provided information under separate section on its website as per Regulation 46(2)	Yes		https://www.3mindia.in/3M/en_I N/company-in/about- 3m/financial-facts-local/
Materiality Policy as per Regulation 30	Yes		https://www.3mindia.in/3M/en_I
Dividend Distribution policy as per Regulation 43A (as	Yes		https://www.3mindia.in/3M/en_I
It is certified that these contents on the website of the	Yes		https://www.3mindia.in/3M/en_I
II Annual Affirmations			
Particulars	Regulation Number	Compliance status (Yes/No/)	Company Remark
<i>Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'</i>	16(1)(b) & 25(6)	Yes	
<i>Board composition</i>	17(1), 17(1A) & 17(1B)	Yes	
<i>Meeting of Board of directors</i>	17(2)	Yes	
<i>Quorum of Board meeting</i>	17(2A)	Yes	
<i>Review of Compliance Reports</i>	17(3)	Yes	
<i>Plans for orderly succession for appointments</i>	17(4)	Yes	
<i>Code of Conduct</i>	17(5)	Yes	
<i>Fees/compensation</i>	17(6)	Yes	
<i>Minimum Information</i>	17(7)	Yes	

<i>Compliance Certificate</i>	17(8)	Yes	
<i>Risk Assessment & Management</i>	17(9)	Yes	
<i>Performance Evaluation of Independent Directors</i>	17(10)	Yes	
<i>Recommendation of Board</i>	17(11)	Yes	
<i>Maximum number of directorship</i>	17A	Yes	
<i>Composition of Audit Committee</i>	18(1)	Yes	
<i>Meeting of Audit Committee</i>	18(2)	Yes	
<i>Composition of nomination & remuneration committee</i>	19(1) & (2)	Yes	
<i>Quorum of Nomination and Remuneration Committee meeting</i>	19(2A)	Yes	
<i>Meeting of nomination & remuneration committee</i>	19(3A)	Yes	
<i>Composition of Stakeholder Relationship Committee</i>	20(1), 20(2) and 20(2A)	Yes	
<i>Meeting of stakeholder relationship committee</i>	20(3A)	Yes	
<i>Composition and role of risk management committee</i>	21(1),(2),(3),(4)	Yes	
<i>Meeting of Risk Management Committee</i>	22	Yes	
<i>Vigil Mechanism</i>	22	Yes	
<i>Policy for related party Transaction</i>	23(1),(1A),(5),(6),(7)	Yes	
<i>Prior or Omnibus approval of Audit Committee for all related party transactions</i>	23(2), (3)	Yes	
<i>Approval for material related party transactions</i>	23(4)	Yes	
<i>Disclosure of related party transactions on consolidated basis</i>	23(9)	Yes	
<i>Composition of Board of Directors of unlisted material Subsidiary</i>	24(1)	Not Applicable	
<i>Other Corporate Governance requirements with respect to subsidiary of listed entity</i>	24(2),(3),(4),(5) & (6)	Yes	
<i>Annual Secretarial Compliance Report</i>	24(A)	Yes	
<i>Alternate Director to Independent Director</i>	25(1)	Not Applicable	
<i>Maximum Tenure</i>	25(2)	Yes	
<i>Meeting of independent directors</i>	25(3) & (4)	Yes	
<i>Familiarization of independent directors</i>	25(7)	Yes	
<i>Declaration from Independent Director</i>	25(8) & (9)	Yes	
<i>D & O Insurance for Independent Directors</i>	25(10)	Yes	
<i>Memberships in Committees</i>	26(1)	Yes	
<i>Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel</i>	26(3)	Yes	
<i>Disclosure of Shareholding by Non- Executive Directors</i>	26(4)	Yes	
<i>Policy with respect to Obligations of directors and senior management</i>	26(2) & 26(5)	Yes	

Other Information	
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III Affirmations:

The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied. - **Not Applicable**

Other Information	
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Name : **V.Srinivasan**
Designation : **Company Secretary & Compliance Officer**