REGULAR COMPLIANCE CALENDAR AS PER LISTING AGREEMENT (2011-12)

COMPLIANCE	Q-1(up to 30-06-11)	Q-2(up to 30-09-11)	Q-3(up to 31-12-11)	Q-4(up to 31-03-12)
QUARTERLY COMPLIANCE **Clause 35: Shareholding Pattern (Within 21 days from quarter end)** 1. One day prior to listing of its securities on the stock exchanges. 2. **On a quarterly basis**, within 21 days from the end of each quarter. 3. Within 10 days of any capital restructuring of the company resulting in a change exceeding +/-2% of the total paid-up share capital				
Clause 41(I)(c) : Financial Results (Within 45 days from quarter end) The company shall submit its quarterly and year to date financial results to the stock exchange in the manner prescribed in this clause.				
Clause 49(VI):Corporate Governance (Within 15 days from quarter end) The companies shall submit a quarterly compliance report to the stock exchanges within 15 days from the close of quarter as per the format given in Annexure I B. The report shall be signed either by the Compliance Officer or the Chief Executive Officer of the company.				
Reconciliation of Share Capital Audit (Within 30 days from quarter end) (R-55A Depository Reg,1996) Every issuer shall submit audit report on a quarterly basis, to the concerned stock exchanges audited by a qualified Chartered Accountant or a practicing Company Secretary, for the purposes of reconciliation of the total issued capital, listed capital and capital held by depositories in dematerialized form, the details of changes in Share capital during the quarter and the in-principle approval obtained by the issuer from all the stock exchanges where it is listed in respect of such further issued capital.				
HALF YEARLY COMPLIANCE **Clause 47(c): Certificate of issue of Share Certificates from PCS** The RTA and/or the In-house Share Transfer facility, as the case may be, produces a certificate from a practicing Company Secretary within one month of the end of each half of the financial year, certifying that all certificates have been issued within one month of the date of lodgment for transfer, sub-division, consolidation, renewal, exchange or endorsement of calls/allotment monies and a copy of the **same shall be made available to the Exchange within 24 hours of the receipt of the certificate by the Company;**		HY(up to 30-09-11)		HY(up to 31-3-12)

Clause 41(ea): Statement of assets and Liabilities

As a part of its audited or unaudited financial results for the half year, the company shall also submit by way of a note, a statement of assets and liabilities as at the end of the half-year.

ANNUAL COMPLIANCE

Up to 31-3-12

Clause 16 – Notice of Book Closure

- The Company is required to close its transfer books **at least once a year** at the time of the Annual General Meeting if they have not been otherwise closed at any time during the year.

The Company shall give an advance notice of **at least 7 working days** *(Excluding the date of the intimation and record date/book closure start date)* to the Stock Exchange.

Clause 31-Submission of copies of Annual Report/Proceedings of AGM/EGM

The Company has to submit to the Stock Exchange :

- Six copies of the Statutory and Directors' Annual Reports, Balance Sheets and Profits & Loss Accounts and of all periodical and special reports as soon as they are issued and one copy each to all the recognized Stock Exchanges in India.
- copy of the proceedings at all Annual and Extraordinary General Meetings

Be punctual in ensuring Compliances

Clause 31(a): Submission of FORMS A OR B*

Above Directors *Annual Report shall be filed along with Form A or Form B, in specified format.*

Clause 35A – Intimation to SE about AGM

The company agrees to submit to the stock exchange, within 48 hours of conclusion of its General Meeting, details regarding the voting results in the specified format:

Clause 38 – Listing Fees

- The Company is required to pay Annual Listing Fee **on or before April 30** computed on the basis of the capital of the Issuer as on March 31.
- **Payment of Annual Custodian Fees to Depositories**.

Clause 41(d): Financial Results

The company shall submit audited financial results for the entire financial year, within sixty days of the end of the financial year.

Clause 49(VII)(1): Corporate Governance Report

The company shall obtain a certificate from either the auditors or PCS regarding compliance of conditions of corporate governance and annex the certificate with the directors'report, which is sent annually to all the shareholders of the company. The same certificate shall also be sent to the Stock Exchanges along with the annual report filed by the company.

Clause 52: Corporate filing and dissemination system.

The company agrees to file on the CDFS, such information, statements and reports as may be specified by the Participating Stock Exchanges in this regard.

Clause 55: Business Responsibility Reports *

Listed entities shall submit, ***as part of their Annual Reports***, **Business Responsibility Reports**, describing the initiatives taken by them from an environmental, social and governance perspective, in the specified format.

Regulation 30(1) and 30(2) - SEBI Takeover Regulations

Every person, who together with PAC with him, holds shares or voting rights entitling him to exercise 25% or more of the voting rights in a target company, shall disclose their aggregate shareholding and voting rights as of the **31st March.**

The promoter of every target company shall together with PAC with him, disclose their aggregate shareholding and voting rights as of the 31st **March.**

- The disclosures required above shall be made **within seven working days** from the end of each financial year to;
  i. every stock exchange where the shares of the target company are listed; and
  ii. The target company at its registered office.

Be proud to be

Company Secretary

PENALTY SHOLUD NOT BE AN ALTENATIVE

NOTES (*):

BR reports: It has been decided to mandate inclusion of Business Responsibility Reports ("BR reports") as part of the Annual Reports for listed entities.

The requirement to include BR Reports as part of the Annual Reports shall be mandatory for top 100 listed entities based on market capitalisation at BSE and NSE as on March 31, 2012. The provisions of this circular (**CIR/CFD/DIL/8/2012**) shall be applicable with effect from financial year ending on or after December 31, 2012.

Forms with AR: Listed companies shall now be required to submit the following forms, as may be applicable, along with copies of annual reports submitted to stock exchanges:

- **Form A**: Unqualified/ Matter of Emphasis Report
- **Form B**: Qualified/ Subject To/ Except For Audit Report

This circular (**CIR/CFD/DIL/7/2012)** is applicable to all annual audited financial results submitted for the period ending on or after December 31, 2012.