

**General information about company**

Scrip code	505343
Name of the entity	MONOTYPE INDIA LIMITED
Date of start of financial year	01-04-2016
Date of end of financial year	31-03-2017
Reporting Quarter	Half Yearly
Date of Report	30-09-2016
Risk management committee	Not Applicable

## Annexure I

### Annexure I to be submitted by listed entity on quarterly basis

#### I. Composition of Board of Directors

Disclosure of notes on composition of board of directors explanatory

Is there any change in information of board of directors compare to previous quarter

Yes

Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of appointment in the current term	Date of cessation	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 25(1) of Listing Regulations)	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 26(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(1) of Listing Regulations)	Notes
1	Mr	NARESH MANAKCHAND JAIN	AACPJ9811A	00391963	Executive Director	Chairperson		12-08-2011			2	2	0	
2	Mr	ROHITASH BHOMIA	ACDPB7088E	02534136	Executive Director	Not Applicable		12-08-2011	13-08-2016		2	0	0	
3	Mr	AKHILESH VIJAYCHAND JAIN	ACXPJ8730F	00027658	Non-Executive - Independent Director	Not Applicable		13-11-2014		23	1	2	1	
4	Mr	ASHISH SETHI	AJAPB9273Q	03605153	Non-Executive - Independent Director	Not Applicable		13-11-2014	13-08-2016	22	1	1	1	

## Annexure I

### Annexure I to be submitted by listed entity on quarterly basis

#### I. Composition of Board of Directors

Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of appointment in the current term	Date of cessation	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 25(1) of Listing Regulations)	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 26(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(1) of Listing Regulations)	Notes
5	Mr	HARSH JAIN	AKZPJ3928R	02457584	Executive Director	Not Applicable		11-02-2015			1	1	0	
6	Mrs	SUDARSHANA MITRA	AHBPM6874G	06746680	Non-Executive - Independent Director	Not Applicable		31-03-2015		18	2	1	0	
7	Mr	SURYAKANT MARUTI KADAKANE	AAWPK8420E	02272617	Non-Executive - Independent Director	Not Applicable		13-08-2016		2	2	3	1	

## Annexure 1

### II. Composition of Committees

Disclosure of notes on composition of committees explanatory					
Is there any change in information of committees compare to previous quarter					Yes
Sr	Name Of Committee	Name of Committee members	Category 1 of directors	Category 2 of directors	Name of other committee
1	Audit Committee	MR. SURYAKANT MARUTI KADAKANE	Non-Executive - Independent Director	Chairperson	
2	Audit Committee	MR. NARESH MANAKCHAND JAIN	Executive Director	Member	
3	Audit Committee	MR. AKHILESH VIJAYCHAND JAIN	Non-Executive - Independent Director	Member	
4	Nomination and remuneration committee	MR. AKHILESH VIJAYCHAND JAIN	Non-Executive - Independent Director	Chairperson	
5	Nomination and remuneration committee	MR. SURYAKANT MARUTI KADAKANE	Non-Executive - Independent Director	Member	
6	Nomination and remuneration committee	MRS. SUDARSHANA MITRA	Non-Executive - Independent Director	Member	
7	Stakeholders Relationship Committee	MR. AKHILESH VIJAYCHAND JAIN	Non-Executive - Independent Director	Chairperson	
8	Stakeholders Relationship Committee	MR. NARESH MANAKCHAND JAIN	Executive Director	Member	
9	Stakeholders Relationship Committee	MR. HARSH JAIN	Executive Director	Member	
10	Stakeholders Relationship Committee	MR. SURYAKANT MARUTI KADAKANE	Non-Executive - Independent Director	Member	

**Annexure 1**

**Annexure 1**

**III. Meeting of Board of Directors**

Disclosure of notes on meeting of board of directors explanatory			
Sr	Date(s) of meeting (if any) in the previous quarter	Date(s) of meeting (if any) in the current quarter	Maximum gap between any two consecutive (in number of days)
1	30-05-2016		
2		13-08-2016	74
3		01-09-2016	18

**Annexure 1**

**IV. Meeting of Committees**

Disclosure of notes on meeting of committees explanatory							
Sr	Name of Committee	Date(s) of meeting of the committee in the relevant quarter	Whether requirement of Quorum met (Yes/No)	Requirement of Quorum met (details)	Date(s) of meeting of the committee in the previous quarter	Maximum gap between any two consecutive meetings (in number of days)	Name of other committee
1	Audit Committee	13-08-2016	Yes		30-05-2016	74	

**Annexure 1**

**V. Related Party Transactions**

Sr	Subject	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Whether prior approval of audit committee obtained	Yes	
2	Whether shareholder approval obtained for material RPT	NA	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	NA	

**Annexure 1**

**VI. Affirmations**

Sr	Subject	Compliance status (Yes/No)
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
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. b. Nomination & remuneration committee	Yes
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. c. Stakeholders relationship committee	Yes
5	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. d. Risk management committee (applicable to the top 100 listed entities)	NA
6	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
7	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
8	This report and/or the report submitted in the previous quarter has been placed before Board of Directors.	Yes



**Annexure III****Annexure III to be submitted by listed entity at the end of 6 months after end of financial year along-with second quarter report of next financial year****I. Affirmations**

Sr	Broad heading	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	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)	NA	
2	Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	NA	
3	Presence of Chairperson of the nomination and remuneration committee at the annual general meeting	19(3)	NA	
4	Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with para C of Schedule V	NA	
Any other information to be provided			Textual Information(1)	

**Text Block**

Textual Information(1)

The Company had applied for the extension of time for holding the Annual General Meeting of the Company for a period of 2 months for the financial year 2015-16. The ROC kolkata had granted the approval vide its letter dated 05/09/2016.

The Annual General Meeting for the Financial Year 2015-16 will be held in the month of November, 2016 and all the compliances as mentioned under Annexure III of this Corporate Governance Report will be complied.

<b>Signatory Details</b>	
Name of signatory	PRADEEP KUMAR GUPTA
Designation of person	Company Secretary
Place	KOLKATA
Date	07-10-2016

