

**General information about company**

Scrip code	506906
NSE Symbol	
MSEI Symbol	
ISIN	INE467X01015
Name of the entity	Saptak Chem And Business Ltd
Date of start of financial year	01-04-2023
Date of end of financial year	31-03-2024
Reporting Quarter	Quarterly
Date of Report	30-06-2023
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

**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

Whether the listed entity has a Regular Chairperson

Yes

Whether Chairperson is related to MD or CEO

Yes

Disqualification of Directors under section 164 of the Companies Act, 2013

Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of Birth	Whether the director is disqualified?	Start Date of disqualification	End Date of disqualification	Details of disqualification	Current status	Whether special resolution passed? [Refer Reg. 17(1A) of Listing Regulations]	Date of passing special resolution	Initial Date of appointment	Date of Re-appointment	Date of cessation	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 17A of Listing Regulations)	In Directorship
MANTHAN RAJESHBHAI BHAVSAR	ATWPB5386P	05208214	Executive Director	Chairperson	MD	18-07-1988	No				Active	NA		31-12-2016	29-09-2021		60	1	0
CHIRAG KIRTIKUMAR NANAVATI	AEHPN3654C	08196966	Non-Executive - Independent Director	Not Applicable		04-07-1980	No				Active	NA		09-08-2018	29-09-2020		60	1	1
RIMA CHIRAG NANAVATI	AJPPN0075Q	08196967	Non-Executive - Independent Director	Not Applicable		31-05-1985	No				Active	NA		09-08-2018	29-09-2020		60	3	2
HITEN MANILAL SHAH	AUYPS0475R	09520190	Non-Executive - Independent Director	Not Applicable		23-08-1968	No				Active	NA		28-09-2022	28-09-2022		60	2	1

Audit Committee Details							
Whether the Audit Committee has a Regular Chairperson					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08196966	CHIRAG KIRTIKUMAR NANAVATI	Non-Executive - Independent Director	Chairperson	09-08-2018		
2	08196967	RIMA CHIRAG NANAVATI	Non-Executive - Independent Director	Member	09-08-2018		
3	09520190	HITEN MANILAL SHAH	Non-Executive - Independent Director	Member	28-09-2022		

Nomination and remuneration committee							
Whether the Nomination and remuneration committee has a Regular Chairperson					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08196966	CHIRAG KIRTIKUMAR NANAVATI	Non-Executive - Independent Director	Chairperson	09-08-2018		
2	08196967	RIMA CHIRAG NANAVATI	Non-Executive - Independent Director	Member	09-08-2018		
3	09520190	HITEN MANILAL SHAH	Non-Executive - Independent Director	Member	28-09-2022		

Stakeholders Relationship Committee							
Whether the Stakeholders Relationship Committee has a Regular Chairperson					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08196966	CHIRAG KIRTIKUMAR NANAVATI	Non-Executive - Independent Director	Chairperson	09-08-2018		
2	08196967	RIMA CHIRAG NANAVATI	Non-Executive - Independent Director	Member	09-08-2018		
3	09520190	HITEN MANILAL SHAH	Non-Executive - Independent Director	Member	28-09-2022		





Other Committee						
Sr	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors	Category 2 of directors	Remarks



**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)	Notes for not providing Date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors as on date of the meeting	Number of Directors present* (All directors including Independent Director)	No. of Independent Directors attending the meeting*
1	10-02-2023				Yes	4	4	3
2		24-04-2023	72		Yes	4	4	3
3		18-05-2023	23		Yes	4	4	3

**Annexure 1**

**IV. Meeting of Committees**

Disclosure of notes on meeting of committees explanatory										
Sr	Name of Committee	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Name of other committee	Reason for not providing date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors in the Committee as on date of the meeting	Number of Directors Present (All Directors including Independent Director)	No. of Independent Directors attending the meeting*	No. of members attending the meeting (other than Board of Directors)
1	Audit Committee	10-02-2023				Yes	3	3	3	0
2	Audit Committee	24-04-2023	72			Yes	3	3	3	0
3	Stakeholders Relationship Committee	04-01-2023				Yes	3	3	3	0
4	Stakeholders Relationship Committee	07-04-2023	92			Yes	3	3	3	0

**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	NA	
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	
Disclosure of notes on related party transactions			

**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 1000 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 1**

Sr	Subject	Compliance status
1	Name of signatory	Ms. Meera Panchal
2	Designation	Company Secretary and Compliance Officer

<b>Signatory Details</b>	
Name of signatory	Ms. Meera Panchal
Designation of person	Company Secretary and Compliance Officer
Place	Dakor
Date	15-07-2023

