# **Annexure I**

# **Report on Corporate Governance**

- 1. Name of Listed Entity: Gulf Oil Lubricants India Limited
- 2. Quarter Ending: March 31, 2019

| - 1   | <ul> <li>Composition</li> </ul> | of Board of Directo                         | ors                                                                                         |                                                                                      |                      |                                                                                                                   |                                                                                                                                       |                                                                                                                                                                |
|-------|---------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Title | Name of the Director            | PAN <sup>\$</sup> & DIN                     | Category<br>(Chairperson/E<br>xecutive<br>/Non-<br>Executive/<br>Independent/<br>Nominee) & | Date of Appointment in the current term / Cessation                                  | Tenure*              | No of Directorship in listed entities including this listed entity (Ref. Regulation 25(1) of Listing Regulations) | Number of memberships in Audit / Stakeholder Committee(s) including this listed entity (Ref. Regulation 26(1) of Listing Regulations) | No of post of Chairperson in Audit / Stakeholder Committee held in listed entities including this listed entity (Ref. Regulation 26(1) of Listing Regulations) |
| Mr.   | Sanjay G. Hinduja               | PAN No.: ABZPH7832H<br>DIN: - 00291692      | Chairman                                                                                    | May 29, 2014                                                                         | NA                   | 1                                                                                                                 | 2                                                                                                                                     | -                                                                                                                                                              |
| Mr.   | Shom A. Hinduja                 | PAN No.: -AAAPH8523R<br>DIN: - 07128441     | Non<br>Executive                                                                            | August 3, 2016                                                                       | NA                   | 1                                                                                                                 | -                                                                                                                                     | -                                                                                                                                                              |
| Mr.   | M. S. Ramachandran              | PAN No.: AGJPM9097J<br>DIN: - 00943629      | Independent                                                                                 | May 29, 2014                                                                         | 4 Years 10<br>Months | 6                                                                                                                 | 2                                                                                                                                     | 1                                                                                                                                                              |
| Mr.   | Ashok Kini                      | PAN No.: AIIPA3890N<br>DIN: - 00812946      | Independent                                                                                 | May 29, 2014                                                                         | 4 Years 10<br>Months | 2                                                                                                                 | 3                                                                                                                                     | 1                                                                                                                                                              |
| Mrs.  | Kanchan Chitale                 | PAN No.: AABPC6604M<br>DIN: - 00007267      | Independent                                                                                 | May 29, 2014                                                                         | 4 Years 10<br>Months | 3                                                                                                                 | 3                                                                                                                                     | 3                                                                                                                                                              |
| Mr.   | Ravi Chawla                     | PAN No.: -<br>ACGPC3611F<br>DIN: - 02808474 | Managing<br>Director                                                                        | June 06, 2017  @ (Re- appointed as Managing Director with effect from June 06, 2017) | NA                   | 1                                                                                                                 | 1                                                                                                                                     | -                                                                                                                                                              |

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& Category of Directors means executive/non-executive/independent/Nominee. If a Director fits into more than one category write all categories separating them with hyphen

\* To be filled only for Independent Director. Tenure would mean total period from which Independent Director is serving on Board of Directors of the listed entity in continuity without any cooling off period.

| Name of Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Name of Committee Members   | Category (Chairperson / Executive / Non-Executive / Independent / Nominee) \$ |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------|
| L. Audit Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 1. Mrs. Kanchan Chitale     | Chairperson (Independent – Non Executive)                                     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2. Mr. Sanjay G. Hinduja    | Member (Non Executive – Non Independent)                                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 3. Mr. Ashok Kini           | Member (Independent – Non Executive)                                          |
| 2. Nomination & Remuneration Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 1. Mr. Ashok Kini           | Chairman (Independent – Non Executive)                                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2. Mr. Sanjay G. Hinduja    | Member (Non Executive – Non Independent)                                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 3. Mr. M. S. Ramachandran   | Member (Independent Non Executive)                                            |
| 3. Risk Management Committee#                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 1. Mr. M. S. Ramachandran   | Chairman (Independent – Non Executive)                                        |
| MATE AND ADDRESS OF THE PROPERTY OF THE PROPER | 2. Mr. Shom A. Hinduja      | Member (Non Executive – Non Independent)                                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 3. Mr. Ravi Chawla          | Member (Executive)                                                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4. Mr. Manish Kumar Gangwal | Member (Chief Financial Officer)                                              |
| 3. Stakeholder Relationship Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 5. Mr. M. S. Ramachandran   | Chairman (Independent – Non Executive)                                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 6. Mr. Sanjay G. Hinduja    | Member (Non Executive – Non Independent)                                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 7. Mr. Ravi Chawla          | Member (Executive )                                                           |

"Risk Management Committee was constituted on 13<sup>th</sup> February 2019 as under Regulation 21 of the SEBI (Listing Obligations & Disclosure Requirements) Reg, 2015. \$ Category of Directors means executive/non-executive/independent/Nominee. If a Director fits into more than one category write all categories separating them with hyphen

| III. Meeting of Board of Directors          |                                                     |                                                                |
|---------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------|
| Date(s) of Meeting (if any) in the previous | Date(s) of Meeting (if any) in the relevant quarter | Maximum gap between any two consecutive meetings (in number of |
| quarter                                     |                                                     | days)                                                          |
| October 19, 2018 and                        | February 13, 2019                                   | 92 Days                                                        |
| November 12, 2018                           | \$3                                                 |                                                                |
|                                             |                                                     |                                                                |

| IV. Meeting of Committee          | es .                      | 3"                                |                                                     |
|-----------------------------------|---------------------------|-----------------------------------|-----------------------------------------------------|
| Date(s) of meeting of the         | Whether requirement of    | Date(s) of meeting of the         | Maximum gap between any two consecutive meetings in |
| committee in the relevant quarter | Quorum met (details)      | committee in the previous quarter | number of days*                                     |
| Audit Committee Meeting held on   | Yes, All members of Audit | Audit Committee Meeting held on   | 92 Days                                             |
| February 13, 2019                 | Committee were present at | November 12, 2018                 |                                                     |
|                                   | the meeting.              |                                   |                                                     |

<sup>\*</sup> This information has to be mandatorily be given for audit committee, for rest of the committees giving this information is optional



| V. Related Party Transactions                                                                          |                                                |
|--------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Subject                                                                                                | Compliance status (Yes/No/NA) refer note below |
| Whether prior approval of Audit Committee obtained                                                     | Yes                                            |
| Whether shareholder approval obtained for material RPT                                                 | N.A.                                           |
| Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee | Yes                                            |

#### Note

- 1. In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- 2. If status is "No" details of non-compliance may be given here.

### VI. Affirmations

- 1. The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015.
- 2. The composition of the following committees is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015.
  - a. Audit Committee
  - b. Nomination & Remuneration Committee
  - c. Stakeholders Relationship Committee
  - d. Risk management Committee#
- 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.
- 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.
- 5. This report and/or the reports submitted in previous quarter has been place before Board of Directors. Any comments/observations/advice of Board of Directors may be mentioned here: Nil

For Gulf Oil Lubricants India Limited

Vinayak Joshi

Company Secretary & Compliance Officer

### Note: -

#Risk Management Committee was constituted on 13<sup>th</sup> February 2019 as under Regulation 21 of the SEBI (Listing Obligations & Disclosure Requirements) Reg, 2015.

Information at Table I and II above need to be necessarily given in 1<sup>st</sup> quarter of each financial year. However if there is no change of information in subsequent quarter(s) of that financial year, this information may not be given by Listed entity and instead a statement "same as previous quarter" may be given.

# Annexure II Report on Corporate Governance

| Item                                                                                                                                    | Compliance Status (Yes/No/NA) refer note below |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Details of business                                                                                                                     | Yes                                            |
| Terms and conditions of appointment of independent director                                                                             | Yes                                            |
| Composition of various committees of board of directors                                                                                 | Yes                                            |
| Code of conduct of board of directors and senior management personnel                                                                   | Yes                                            |
| Details of establishment of vigil mechanism / Whistle Blower policy                                                                     | Yes                                            |
| Criteria of making payment to non-executive directors                                                                                   | Yes                                            |
| Policy on dealing with related party transactions                                                                                       | Yes                                            |
| Policy for determining 'material' subsidiaries                                                                                          | NA                                             |
| Details of familiarization programs imparted to independent directors                                                                   | Yes                                            |
| Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances | Yes                                            |
| Email address for grievance redressal and other relevant details                                                                        | Yes                                            |
| Financial results                                                                                                                       | Yes                                            |
| Shareholding pattern                                                                                                                    | Yes                                            |
| Details of agreements entered into with the media companies and/or their associates                                                     | NA                                             |
| New name and the old name of the listed entity                                                                                          | NA                                             |
| II Annual Affirmations                                                                                                                  | -                                              |

## II. Annual Affirmations

| Particulars                                     | Regulation<br>Number | Compliance Status (Yes/No/NA) refer note below |
|-------------------------------------------------|----------------------|------------------------------------------------|
| Independent directors(s) have been appointed in | 16(1)(b) & 25(6)     | Yes                                            |
| terms of specified criteria of 'independence'   | 77                   |                                                |
| and/or 'eligibility'                            |                      |                                                |
| Board composition                               | 17(1)                | Yes                                            |
| Meeting of Board of directors                   | 17(2)                | Yes                                            |
| Review of Compliance Reports                    | 17(3)                | Yes                                            |
| Plans for orderly succession for appointments   | 17(4)                | Yes                                            |
| Code of Conduct                                 | 17(5)                | Yes                                            |
| Fees/compensation                               | 17(6)                | Yes                                            |
| Minimum Information                             | 17(7)                | Yes                                            |
| Compliance Certificate                          | 17(8)                | Yes                                            |
| Risk Assessment & Management                    | 17(9)                | Yes                                            |
| Performance Evaluation of Independent Directors | 17(10)               | Yes                                            |
| Composition of Audit Committee                  | 18(1)                | Yes                                            |
| Meeting of Audit Committee                      | 18(2)                | Yes                                            |
| Composition of Nomination & Remuneration        | 19(1)&(2)            | Yes                                            |
| Committee                                       |                      |                                                |
| Composition of Stakeholder Relationship         | 20(1)&(2)            | Yes                                            |
| Committee                                       |                      |                                                |
| Composition and role of risk management         | 21(1),(2),(3),(4)    | Yes                                            |
| committee                                       |                      |                                                |
| Vigil Mechanism                                 | 22                   | Yes                                            |

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| Policy for related party transaction                | 23(1),(5),(6),(7)&(8) | Yes |
|-----------------------------------------------------|-----------------------|-----|
| Prior or Omnibus approval of Audit Committee        | 23(2),(3)             | Yes |
| for all related party transactions                  |                       |     |
| Approval for material related party transactions    | 23(4)                 | Yes |
| Composition of Board of Directors of unlisted       | 24(1)                 | NA  |
| material Subsidiary                                 |                       |     |
| Other Corporate Governance requirements with        | 24(2),(3),(4),(5)&(6) | NA  |
| respect to subsidiary of listed entity              |                       |     |
| Maximum Directorship & Tenure                       | 25(1)&(2)             | Yes |
| Meeting of independent directors                    | 25(3)&(4)             | Yes |
| Familiarization of independent directors            | 25(7)                 | Yes |
| Membership in Committees                            | 26(1)                 | Yes |
| Affirmation with compliance to code of conduct      | 26(3)                 | Yes |
| from members of Board of Directors and Senior       |                       |     |
| management personnel                                |                       |     |
| Disclosure of Shareholding by Non-Executive         | 26(4)                 | Yes |
| Directors                                           |                       |     |
| Policy with respect to Obligations of directors and | 26(2)&(5)             | Yes |
| senior management                                   |                       |     |
|                                                     |                       |     |

### Note

- 1. In the column 'Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- 2. If status is "No" details of non-compliance may be given here.
- 3. If the Listed Entity would like to provide any other information the same may be indicated here.

## 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.

The Company does not have subsidiary Company as of 31st March 2019.

For , Gulf Oil Lubricants India Limited

Vinayak Joshi

Company Secretary & Compliance Officer

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| Affirmations                                                                                                                                                                                      |                                         |                                                 |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-------------------------------------------------|--|--|
| Broad Heading                                                                                                                                                                                     | Regulation                              | Compliance Status (Yes/No/N.A.)refer note below |  |  |
| Copy of the Annual Report including Balance sheet, Profit and loss account, Directors report, Corporate governance report, Governance report, Business responsibility report displayed on website | 46(2)                                   | Yes                                             |  |  |
| Presence of Chairperson of Audit<br>Committee at the Annual<br>General Meeting                                                                                                                    | 18(1)(d)                                | Yes                                             |  |  |
| Presence of Chairperson of the<br>Nomination and Remuneration<br>Committee at the Annual<br>General Meeting                                                                                       | 19(3)                                   | Yes                                             |  |  |
| Whether "Corporate Governance<br>Report" disclosed in Annual<br>Report                                                                                                                            | 34(3) read with para C of<br>Schedule V | Yes                                             |  |  |

### Note

- 1. In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A.. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "YES" may be indicated. Similarly, incase the Listed Entity has no Related Party Transactions, the words "N.A." may be indicated.
- 2. If the status is "No" details of non-compliance may be given here.
- 3. If the Listed Entity would like to provide any other information the same may be indicated here.

For Gulf Oil Lubricants India Limited

Vinayak Joshi

Company Secretary & Compliance Officer