



SITAL
LEASING AND FINANCE LIMITED
(An ISO 9001 : 2015 Certified Company)

CIN : L65910HR1983PLC050169
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Mayfield Garden, Sector-47
Gurgaon, Haryana - 122001

Date: 10.04.2019

To,
The Head- Listing & Compliances
Metropolitan Stock Exchange of India Limited
Vibgyor Towers, 4th floor, Plot No C 62, G - Block,
Opp. Trident Hotel, Bandra Kurla Complex, Bandra (E),
Mumbai - 400098


Sub :-Submission of Corporate Governance Report under Regulation 27(2) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for the quarter and year ended on 31st March, 2019. (SYMBOL: SITAL)

Dear Sir,

With reference to the above captioned subject, we are submitting herewith the Corporate Governance Report as per Regulation 27(2) as per SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for the quarter and year ended on 31st March, 2019.

You are requested to take the above on your records and acknowledge the same.

For Sital Leasing and Finance Limited


Surendra Kumar Jain
(Managing Director)

DIN: 00530035

Encl: a/a



Compliance Report on Corporate Governance

1. Name of Listed Entity : Sital Leasing and Finance Limited
 2. Quarter ending : 31.03.2019

| I. Composition of Board of Directors | | | | | | | | |
|--------------------------------------|----------------------|------------------------|---|---|--------------------------|---|---|---|
| Title (Mr./M s.) | Name of the Director | PAN ^a & DIN | Category (Chairperson/Executive/Non-Executive/Independent/Nominee) ^b | Date of Appointment in the Current Term/Cessation | Tenure* | No. of Directorship in listed entities including this listed entity (Refer Regulation 25(1) of Listing Regulations) | No. 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 (s) including this listed entity (Refer Regulation 26(1) of Listing Regulations) |
| Mr. | Surendra Kumar Jain | AAHP18940K & 00530035 | Executive Director | 01/03/2014 | - | 03 | 03 | NIL |
| Mrs. | Priti Jain | AAKP14836F & 00537234 | Non-Executive-Non Independent | 16/09/2008 | - | 01 | 01 | NIL |
| Mr. | Sujan Mal Mehta | AHMPM9123F & 01901945 | Non-Executive-Independent | 29/09/2012 | 6 years 6 month & 2 days | 02 | 02 | 02 |
| Mr. | Anil Prakash | BAZPP5424P & 05187809 | Non-Executive-Independent | 29/09/2012 | 6 years 6 month & 2 days | 02 | 02 | 02 |

^aPAN number of any director would not be displayed on the website of Stock Exchange.

^bCategory 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.

| II. Composition of Committees | | |
|--|---------------------------|---|
| Name of Committee | Name of Committee members | Category (Chairperson/Executive/Non-Executive/Independent/Nominee) ^b |
| 1. Audit Committee | Mr. Surendra Kumar Jain | Executive- Non-Independent |
| | Mr. Anil Prakash | Chairman Non-Executive-Independent |
| | Mr. Sujan Mal Mehta | Non-Executive-Independent |
| 2. Nomination & Remuneration Committee | Mrs. Priti Jain | Non-Executive- Non-Independent |
| | Mr. Anil Prakash | Chairperson, Non-Executive-Independent |
| | Mr. Sujan Mal Mehta | Non-Executive-Independent |
| 3. Risk Management Committee | Mrs. Priti Jain | Chairperson Non-Executive- Non-Independent |
| | Mr. Anil Prakash | Non-Executive-Independent |
| | Mr. Sujan Mal Mehta | Non-Executive-Independent |
| 4. Stakeholders Relationship Committee | Mrs. Priti Jain | Non-Executive- Non-Independent |
| | Mr. Anil Prakash | Non-Executive-Independent |
| | Mr. Sujan Mal Mehta | Chairman Non-Executive-Independent |
| 5. Corporate Social Responsibility Committee | Mrs. Priti Jain | Chairperson, Non-Executive- Non-Independent |
| | Mr. Sujan Mal Mehta | Non-Executive-Independent |
| | Mr. Surendra Kumar Jain | Executive Director |
| 6. Asset Liability Management Committee | Mr. Anil Prakash | Non-Executive-Independent |
| | Mrs. Priti Jain | Chairperson Non-Executive- Non- Independent |
| | Mr. Sujan Mal Mehta | Non-Executive-Independent |
| 7. Investment Committee | Mr. Anil Prakash | Non-Executive- Independent |
| | Mrs. Priti Jain | Chairperson-Non-Executive - Non- Independent |
| | Mr. Sujan Mal Mehta | Non-Executive-Independent |



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 quarter | Date(s) of Meeting (if any) in the Relevant quarter | Maximum gap between any two consecutive meetings (in number of days) |
|---|---|--|
| 12-11-2018 | 18-01-2019 15-03-2019 | 66 days 55 days |

IV. Meeting of Committees

| Date(s) of Meeting of the Committee in the relevant quarter | Whether 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* |
|---|---|--|---|
| Audit Committee: 18-01-2019 | Yes | Audit Committee: 12-11-2018 | 66 days |
| Nomination & Remuneration Committee: 15-03-2019 | Yes | Nomination & Remuneration Committee: 12-11-2018 | 122 days |
| Risk Management Committee: 15-03-2019 | Yes | Risk Management Committee: NIL | - |
| Stakeholders Relationship Committee: 15-03-2019 | Yes | Stakeholders Relationship Committee: NIL | - |
| Corporate Social Responsibility Committee: 15-03-2019 | Yes | Corporate Social Responsibility Committee: 12-11-2018 | 122 days |
| Asset Liability Management Committee: 15-03-2019 | Yes | Asset Liability Management Committee: 12-11-2018 | 122 days |
| Investment Committee: 15-03-2019 | Yes | Investment Committee: 12-11-2018 | 122 days |

* This information has to be mandatorily be given for audit committee, for rest of the committees giving this information is optional.

V. Related Party Transaction

| Subject | Compliance Status (Yes/No/NA) |
|--|-------------------------------|
| Whether prior approval of audit Committee obtained | NA |
| Whether shareholder approval obtained for material RPT | NA |
| Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee | NA |

Note

- 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.
- If status is "No" details of non-compliance may be given here.

VI. Affirmation

- The composition of Board of Directors is in terms of SEBI (Listing obligations and Disclosure requirements) Regulations, 2015
- The composition of the following committees is in terms of SEBI (Listing obligations and Disclosure requirements) Regulations, 2015.
 - Audit Committee
 - Nomination & Remuneration Committee
 - Stakeholders Relationship Committee
 - Risk Management Committee
 - Corporate Social Responsibility Committee
 - Asset Liability Management Committee
 - Investment Committee
- The Committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and the disclosure requirements), 2015.
- 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.
- This report and/or the report submitted in the previous quarter has been placed before Board of Directors may be mentioned here:

For Sital Leasing and Finance Limited



Surendra Kumar Jain
Managing Director
Date: 10.04.2019
Place: New Delhi



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 (Yes/No/NA)refer note below | |
| Details of business | Yes | |
| Terms and conditions of appointment of independent directors | 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 payments to non-executive directors | Yes | |
| Policy on dealing with related party transactions | Yes | |
| Policy for determining 'material' subsidiaries | Yes | |
| Details of familiarization programmes 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 | | |
| Particulars | Regulation Number | Compliance status (Yes/No/NA)refer note below |
| <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) | Yes |
| <i>Meeting of Board of directors</i> | 17(2) | 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) | NA |
| <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>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>Composition of Stakeholder Relationship Committee</i> | 20(1) & (2) | Yes |
| <i>Composition and role of risk management committee</i> | 21(1),(2),(3),(4) | Yes |
| <i>Vigil Mechanism</i> | 22 | Yes |
| <i>Policy for related party Transaction</i> | 23(1),(5),(6),(7) & (8) | Yes |
| <i>Prior or Omnibus approval of Audit Committee for all related party transactions</i> | 23(2), (3) | NA |



| | | |
|---|-------------------------|-----|
| Approval for material related party transactions | 23(4) | NA |
| Composition of Board of Directors of unlisted material Subsidiary | 24(1) | NA |
| Other Corporate Governance requirements with respect to subsidiary of listed entity | 24(2),(3),(4),(5) & (6) | NA |
| Maximum Directorship & Tenure | 25(1) & (2) | Yes |
| Meeting of independent directors | 25(3) & (4) | Yes |
| Familiarization of independent directors | 25(7) | Yes |
| Memberships in Committees | 26(1) | Yes |
| Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel | 26(3) | Yes |
| Disclosure of Shareholding by Non- Executive Directors | 26(4) | Yes |
| Policy with respect to Obligations of directors and senior management | 26(2) & 26(5) | Yes |
| <p>Note</p> <ol style="list-style-type: none"> 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. | | |
| <p>III Affirmations:</p> <p>The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied.</p> | | |
| <p>For Sital Leasing and Finance Limited</p> <p> </p> <p>Surendra Kumar Jain Managing Director Date: 10.04.2019 Place: New Delhi</p> | | |