

Form No. MGT-7

Annual Return (other than OPCs and Small Companies)

[Pursuant to sub-section (1) of section 92 of the Companies Act, 2013 and sub-rule (1) of rule 11 of the Companies (Management and Administration) Rules, 2014]

Refer instruction kit for filing the form

All fields marked in * are mandatory

I REGISTRATION AND OTHER DETAILS

i *Corporate Identity Number (CIN)

U23209GJ2006GOI060282

ii (a) *Financial year for which the annual return is being filed (From date) (DD/MM/YYYY)

01/04/2024

(b) *Financial year for which the annual return is being filed (To date) (DD/MM/YYYY)

31/03/2025

(c) *Type of Annual filing

Original

(d) SRN of MGT-7 filed earlier for the same financial years

iii.

Particulars	As on filing date	As on the financial year end date
Name of the company	ONGC PETRO ADDITIONS LIMITED	ONGC PETRO ADDITIONS LIMITED
Registered office address	4th Floor, 35, Nutan Bharat Co-operative Housing So,ciety Ltd.,NA,R C Dutt Road Alkapuri,Vadodara,Gujarat,India,390007	4th Floor, 35, Nutan Bharat Co-operative Housing So,ciety Ltd.,NA,R C Dutt Road Alkapuri,Vadodara,Gujarat,India,390007
Latitude details (as on filing date)	22.314612	22.314612
Longitude details (as on filing date)	73.170143	73.170143

(b) *Permanent Account Number (PAN) of the company

AAACO9200B

(c) *e-mail ID of the company

*****h.johari@opalindia.in

(d) *Telephone number with STD code

02656192600

(e) Website

www.opalindia.in

iv *Date of Incorporation (DD/MM/YYYY)

15/11/2006

v (a) *Class of Company (as on the financial year end date)
(Private company/Public company/One Person Company)

Public company

(b) *Category of the Company (as on the financial year end date)
(Company limited by shares/Company limited by guarantee/Unlimited company)

Company limited by shares

(c) *Sub-category of the Company (as on the financial year end date)
(Indian Non-Government company/Union Government Company/State Government Company/
Guarantee and association company/Subsidiary of Foreign Company)

Union government company

vi *Whether company is having share capital (as on the financial year end date)

Yes

vii (a) Whether shares listed on recognized Stock Exchange(s)

No

viii Number of Registrar and Transfer Agent

1

CIN of the Registrar and Transfer Agent	Name of the Registrar and Transfer Agent	Registered office address of the Registrar and Transfer Agents	SEBI registration number of Registrar and Transfer Agent
U67120DL1993PTC052486	BEETAL FINANCIAL AND COMPUTER SERVICES PRI	9,MADANGIR, B/4, LOCAL SHOPPING CENTRE,	INR000000262

ix *(a) Whether Annual General Meeting (AGM) held

Yes

(b) If yes, date of AGM (DD/MM/YYYY)

26/09/2025

(c) Due date of AGM (DD/MM/YYYY)

30/09/2025

(d) Whether any extension for AGM granted

No

(e) If yes, provide the Service Request Number (SRN) of the GNL-1 application form filed for extension

(f) Extended due date of AGM after grant of extension (DD/MM/YYYY)

II PRINCIPAL BUSINESS ACTIVITIES OF THE COMPANY

i *Number of business activities

S. No	Main Activity group code	Description of Main Activity group	Business Activity Code	Description of Business Activity	% of turnover of the company
1	C	Manufacturing	19	Manufacture of coke and refined petroleum products	100
2		#N/A		#N/A	
3		#N/A		#N/A	
4		#N/A		#N/A	
5		#N/A		#N/A	
6		#N/A		#N/A	
7		#N/A		#N/A	
8		#N/A		#N/A	
9		#N/A		#N/A	
10		#N/A		#N/A	
11		#N/A		#N/A	
12		#N/A		#N/A	
13		#N/A		#N/A	
14		#N/A		#N/A	
15		#N/A		#N/A	

III PARTICULARS OF HOLDING, SUBSIDIARY AND ASSOCIATE COMPANIES (INCLUDING JOINT VENTURES)

i *No. of Companies for which information is to be given

3

S. No.	CIN /FCRN	Other registration number	Name of the company	Holding/ Subsidiary/ Associate/Joint Venture	% of shares held
1	L74899DL1993GOI054155		OIL AND NATURAL GAS CORPORATION LIMITED	Holding	95.69
2	L40200DL1984GOI018976		GAIL (INDIA) LIMITED	Joint Venture	4.19
3	U23209GJ1979SGC003281		GUJARAT STATE PETROLEUM CORPORATION LIMITED	Joint Venture	0.12

IV SHARE CAPITAL, DEBENTURES AND OTHER SECURITIES OF THE COMPANY

i SHARE CAPITAL

(a) Equity share capital

Particulars	Authorized Capital	Issued capital	Subscribed capital	Paid Up capital
Total number of equity shares	30000000000	23752169671	23752169671	23752169671
Total amount of equity shares (in rupees)	0.00	0.00	0.00	0.00

Number of classes

1

Class of shares	Authorized Capital	Issued capital	Subscribed Capital	Paid Up capital
Equity				
Number of equity shares	30000000000	23752169671	23752169671	23752169671
Nominal value per share (in rupees)	10	10	10	10
Total amount of equity shares (in rupees)	0.00	0.00	0.00	0.00

(b) Preference share capital

Number of classes

0

(c) Unclassified share capital

Particulars	Authorized Capital
Total amount of unclassified shares	0

(d) Break-up of paid-up share capital

Particulars	Number of shares			Total Nominal Amount	Total Paid-up amount	Total premium
	Physical	DEMAT	Total			
(i) Equity shares						
At the beginning of the year	6	2021929665	2021929671.00	20219296710	20219296710	
Increase during the year	0.00	21730240000.00	21730240000.00	21730240000.00	21730240000.00	0.00
i Public Issues	0	0	0.00	0	0	
ii Rights issue	0	10501000000	10501000000.00	105010000000	105010000000	
iii Bonus issue	0	0	0.00	0	0	
iv Private Placement/ Preferential allotment	0	0	0.00	0	0	
v ESOPs	0	0	0.00	0	0	
vi Sweat equity shares allotted	0	0	0.00	0	0	
vii Conversion of Preference share	0	0	0.00	0	0	
viii Conversion of Debentures	0	7778000000	7778000000.00	77780000000	77780000000	
ix GDRs/ADRs	0		0.00	0	0	
x Others, specify	0	3451240000	3451240000.00	34512400000	34512400000	
Warrants Converted into Equity						
Decrease during the year	0.00	0.00	0.00	0.00	0.00	0.00
i Buy-back of shares	0	0	0.00	0	0	
ii Shares forfeited	0	0	0.00	0	0	
iii Reduction of share capital	0	0	0.00	0	0	
iv Others, specify			0.00		0	
At the end of the year	6.00	23752169665.00	23752169671.00	237521696710.00	237521696710.00	0.00

(ii) Preference shares						
At the beginning of the year	0	0	0.00	0	0	
Increase during the year	0.00	0.00	0.00	0.00	0.00	0.00
i Issues of shares	0	0	0.00	0	0	
ii Re-issue of forfeited shares	0	0	0.00	0	0	
iii Others, specify	0	0	0.00	0	0	
Decrease during the year	0.00	0.00	0.00	0.00	0.00	0.00
i Redemption of shares	0	0	0.00	0	0	
ii Shares forfeited	0	0	0.00	0	0	
iii Reduction of share capital	0	0	0.00	0	0	
iv Others, specify			0.00			
At the end of the year	0.00	0.00	0.00	0.00	0.00	0.00

ISIN of the equity shares of the company

INE163N01011

ii Details of stock split/consolidation during the year (for each class of shares)

0

iii Details of shares/Debentures Transfers since closure date of last financial year (or in the case of the first return at any time since the incorporation of the company)

No

iv Debentures (Outstanding as at the end of financial year)

(a) Non-convertible debentures

*Number of classes

2

Classes of non-convertible debentures	Number of units	Nominal value per unit	Total value (Outstanding at the end of the year)
Upto series VIII of face value of Rs. 10 Lakh each	5750	1000000	5750000000.00
Series XI to XIII of face value of Rs. 1 Lakh each	166000	100000	16600000000.00
Total	171750.00	1100000.00	22350000000.00

Classes of non-convertible debentures	Outstanding as at the beginning of the year	Increase during the year	Decrease during the year	Outstanding as at the end of the year
Upto series VIII of face value of Rs. 10 Lakh each	15505000000	0	9755000000	5750000000.00
Series XI to XIII of face value of Rs. 1 Lakh each	27000000000	1600000000	12000000000	16600000000.00
Total	42505000000.00	1600000000.00	21755000000.00	22350000000.00

(b) Partly convertible debentures

*Number of classes

0

(c) Fully convertible debentures

*Number of classes

0

(d) Summary of Indebtedness

Particulars	Outstanding as at the beginning of the year	Increase during the year	Decrease during the year	Outstanding as at the end of the year
Non-convertible debentures	42505000000.00	1600000000.00	21755000000.00	22350000000.00
Total	42505000000.00	1600000000.00	21755000000.00	22350000000.00

1

V Turnover and net worth of the company (as defined in the Companies Act, 2013)

148040300000

42360650000

A Promoters

S.No	Category		Equity		Preference	
			Number of shares	Percentage	Number of shares	Percentage
1	Individual/Hindu Undivided Family					
	(i) Indian		0	0.00	0	0.00
	(ii) Non-resident Indian (NRI)		0	0.00	0	0.00
	(iii) Foreign national (other than NRI)		0	0.00	0	0.00
2	Government					
	(i) Central Government		0	0.00	0	0.00
	(ii) State Government		0	0.00	0	0.00
	(iii) Government companies		23752169665	100.00	0	0.00
3	Insurance companies		0	0.00	0	0.00
4	Banks		0	0.00	0	0.00
5	Financial institutions		0	0.00	0	0.00
6	Foreign institutional investors		0	0.00	0	0.00
7	Mutual funds		0	0.00	0	0.00
8	Venture capital		0	0.00	0	0.00
9	Body corporate(not mentioned above)		0	0.00	0	0.00
10	Others			0.00		0.00
	Total		23752169665.00	100.00	0.00	0.00

3

S.No	Category		Equity		Preference	
			Number of shares	Percentage	Number of shares	Percentage
1	Individual/Hindu Undivided Family					
	(i) Indian		6	0.00	0	0.00
	(ii) Non-resident Indian (NRI)		0	0.00	0	0.00
	(iii) Foreign national (other than NRI)		0	0.00	0	0.00
2	Government					
	(i) Central Government		0	0.00	0	0.00
	(ii) State Government		0	0.00	0	0.00
	(iii) Government companies		0	0.00	0	0.00
3	Insurance companies		0	0.00	0	0.00
4	Banks		0	0.00	0	0.00
5	Financial institutions		0	0.00	0	0.00
6	Foreign institutional investors		0	0.00	0	0.00
7	Mutual funds		0	0.00	0	0.00
8	Venture capital		0	0.00	0	0.00
9	Body corporate(not mentioned above)		0	0.00	0	0.00
10	Others			0.00	0	0.00
	Total		6.00	0.00	0.00	0.00

6

	9.00
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Sl. No	Category	
1	Individual - Female	0
2	Individual - Male	6
3	Individual - Transgender	0
4	Other than individuals	3
	Total	9.00

0

[illegible]

VII NUMBER OF PROMOTERS, MEMBERS, DEBENTURE HOLDERS
[Details of , Promoters, Members (other than promoters), Debenture holders]

Details	At the beginning of the year	At the end of the year
Promoters	3	3
Members(Other than Promoters)	6	6
Debenture Holders	252	98

VIII DETAILS OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

A Composition of Board of Directors

Category	Number of directors at the beginning of the year		Number of directors at the end of the year		Percentage of shares held by directors as at the end of year	
	Executive	Non-executive	Executive	Non-executive	Executive	Non-executive
A Promoter	0	5	0	5	0	0
B Non-Promoter	1	3	3	4	0.00	0.00
i Non-Independent	1	0	3	0	0	0
ii Independent	0	3	0	4	0	0
C Nominee Directors representing	0	0	0	0	0.00	0.00
i. Banks and FIs	0	0	0	0	0	0
ii Investing institutions	0	0	0	0	0	0
iii Government	0	0	0	0	0	0
iv Small share holders	0	0	0	0	0	0
v Others	0	0	0	0	0	0
Total	1	8	3	9	0.00	0.00

*Number of Directors and Key managerial personnel (who is not director) as on the financial year end date

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B (i) Details of directors and Key managerial personnel as on the closure of financial year

Name	DIN/PAN	Designation	Number of equity shares held	Date of cessation (after closure of financial year : If any) (DD/MM/YYYY)
RAMASWAMY JAGANNATHAN	06627920	Director	0	
ALOKE KUMAR BANERJEE	05287459	Director	0	
PANKAJ KUMAR	09252235	Director	0	
GURINDER SINGH	09708331	Managing Director	0	
ARUN KUMAR SINGH	06646894	Director	0	

SANJAY VARMA	05155972	Whole-time director	0	
ATUL KUMAR CHATURVEDI	AAEPC7653D	CFO	0	16/06/2025
ATUL KUMAR CHATURVEDI	10674034	Whole-time director	0	16/06/2025
DIPTI VASANT SANZGIRI	07303466	Director	0	
RAKESH JOHARI	AGGPJ4494B	Company Secretary	0	
MUTHU RAJU PARAVASA RAJU VIJAY KUMAR	05170323	Director	0	
SATISH KUMAR DWIVEDI	10537158	Director	0	
PRASOON KUMAR	08165637	Director	0	
DEEPAK GUPTA	09503339	Director	0	

B (ii) *Particulars of change in director(s) and Key managerial personnel during the year

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Name	DIN/PAN	Designation at the beginning / during the financial year	Date of appointment/ change in designation/ cessation (DD/MM/YYYY)	Nature of change (Appointment/ Change in designation/ Cessation)
SANJAY VARMA	05155972	Additional Director	04/09/2024	Appointment
ATUL KUMAR CHATURVEDI	10674034	Additional Director	01/07/2024	Appointment
ATUL KUMAR CHATURVEDI	AAEPC7653D	CFO	01/07/2024	Appointment
DIPTI VASANT SANZGIRI	07303466	Additional Director	26/04/2024	Appointment
RAKESH JOHARI	AGGPJ4494B	Company Secretary	14/06/2024	Appointment
MUTHU RAJU PARAVASA RAJU VIJAY KUMAR	05170323	Additional Director	26/04/2024	Appointment
SUBODH PRASAD PANKAJ	AEDPP9426Q	Company Secretary	01/04/2024	Cessation
RAHUL GUPTA	AJXPG6232E	Company Secretary	01/04/2024	Appointment
RAHUL GUPTA	AJXPG6232E	Company Secretary	14/06/2024	Cessation
RAJIV	08256137	Director	18/04/2024	Cessation
DIPTI VASANT SANZGIRI	07303466	Director	15/05/2024	Change in designation
MUTHU RAJU PARAVASA RAJU VIJAY KUMAR	05170323	Director	15/05/2024	Change in designation
SANJAY VARMA	05155972	Director	04/09/2024	Change in designation
SANJAY BHARTI	AEGPB8546L	CFO	01/07/2024	Cessation
ATUL KUMAR CHATURVEDI	10674034	Whole-time director	01/07/2024	Change in designation
SATISH KUMAR DWIVEDI	10537158	Director	09/04/2024	Change in designation

IX MEETINGS OF MEMBERS/CLASS OF MEMBERS/ BOARD/COMMITTEES OF THE BOARD OF DIRECTORS

A MEMBERS/CLASS /REQUISITIONED/NCLT/COURT CONVENED MEETINGS

*Number of meetings held

5

Type of meeting	Date of meeting (DD/MM/YYYY)	Total Number of Members entitled to attend meeting	Attendance	
			Number of members attended	% of total shareholding
Extra Ordinary General Meeting	09/04/2024	9	8	88.88
Extra Ordinary General Meeting	15/05/2024	9	7	77.78
Extra Ordinary General Meeting	12/08/2024	9	6	66.67
Extra Ordinary General Meeting	04/03/2025	9	9	100
Annual General Meeting	28/09/2024	9	8	88.88

B BOARD MEETINGS

*Number of meetings held

11

S.No.	Date of meeting (DD/MM/YYYY)	Total Number of directors as on the date of meeting	Attendance	
			Number of directors attended	% of attendance
1	16/04/2024	9	8	88.89
2	10/05/2024	10	9	90.00
3	14/06/2024	10	9	90.00
4	09/07/2024	11	9	81.82
5	26/07/2024	11	10	90.91
6	09/08/2024	11	11	100.00
7	16/08/2024	11	10	90.91
8	04/09/2024	12	10	83.33
9	25/10/2024	12	12	100.00
10	23/01/2025	12	11	91.67
11	24/03/2025	12	10	83.33

C COMMITTEE MEETINGS

Number of meetings held

19

S.No.	Type of meeting	Date of meeting (DD/MM/YYYY)	Total Number of Members as on the date of meeting	Attendance	
				Number of members attended	% of attendance
1	Nomination and Remuneration Comn	11/04/2024	4	4	100.00
2	Nomination and Remuneration Comn	07/06/2024	3	2	66.67
3	Nomination and Remuneration Comn	09/08/2024	3	2	66.67
4	Nomination and Remuneration Comn	20/01/2025	3	3	100.00
5	Nomination and Remuneration Comn	07/02/2025	3	3	100.00
6	Audit committee	15/04/2024	4	4	100.00
7	Audit Committee	09/05/2024	3	2	66.67
8	Audit Committee	09/07/2024	3	3	100.00
9	Audit Committee	25/07/2024	3	3	100.00
10	Audit Committee	03/09/2024	3	2	66.67
11	Audit Committee	24/10/2024	3	3	100.00
12	Audit Committee	22/11/2024	3	2	66.67
13	Audit Committee	22/01/2025	3	3	100.00
14	Audit Committee	03/03/2025	3	2	66.67
15	Marketing & Operation Review Comn	20/01/2025	4	3	75.00
16	Corporate Social Responsibility Comn	06/03/2025	3	2	66.67

17	Risk Management Committee	10/10/2024	5	5	100.00
18	Risk Management Committee	13/03/2025	5	4	80.00
19	Stakeholders Relationship Committee	27/03/2025	3	2	66.67

D ATTENDANCE OF DIRECTORS

S.No.	Name of the Director	Board Meetings			Committee Meetings			Whether attended AGMheld on
		Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	10/09/2025
1	RAMASWAMY JAGANNATHAN	11	10	90.91	18	18	100.00	
2	ALOKE KUMAR BANERJEE	11	11	100.00	15	15	100.00	
3	PANKAJ KUMAR	11	10	90.91	8	6	75.00	
4	GURINDER SINGH	11	10	90.91	4	3	75.00	
5	ARUN KUMAR SINGH	11	11	100.00	0	0	0.00	
6	SANJAY VARMA	4	4	100.00	0	0	0.00	
7	ATUL KUMAR CHATURVEDI	8	8	100.00	1	1	100.00	
8	DIPTI VASANT SANZGIRI	10	7	70.00	0	0	0.00	
9	MUTHU RAJU PARAVASA RAJU VIJAY KUMAR	10	10	100.00	0	0	0.00	
10	SATISH KUMAR DWIVEDI	11	11	100.00	1	0	0.00	
11	PRASOON KUMAR	11	10	90.91	3	2	66.67	
12	DEEPAK GUPTA	11	7	63.64	10	5	50.00	

X REMUNERATION OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

Yes

A *Number of Managing Director, Whole-time Directors and/or Manager whose remuneration details to be entered

2

S. No.	Name	Designation	Gross salary	Commission	Stock Option/ Sweat equity	Others	Total amount
1	Gurinder Singh	Managing director	13857971	0	0	585000	14442971.00
2	Sanjay Varma	Whole-time director	2875000	0	0	0	2875000.00
3							0.00
4							0.00
5							0.00
6							0.00
7							0.00
8							0.00
9							0.00
10							0.00
11							0.00
12							0.00
13							0.00
14							0.00
15							0.00

	Total		16732971.00	0.00	0.00	585000.00	17317971.00
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B *Number of CEO, CFO and Company secretary whose remuneration details to be entered

3

S. No.	Name	Designation	Gross salary	Commission	Stock Option/ Sweat equity	Others	Total amount
1	Atul Kumar Chaturvedi	CFO	3750003	0	0	0	3750003.00
2	Rakesh Johari	Company Secretary	3140000	0	0	0	3140000.00
3	Sanjay Bharti	CFO	1780000	0	0	0	1780000.00
4							0.00
5							0.00
6							0.00
7							0.00
8							0.00
9							0.00
10							0.00
11							0.00
12							0.00
13							0.00
14							0.00
15							0.00
	Total		8670003.00	0.00	0.00	0.00	8670003.00

C *Number of other directors whose remuneration details to be entered

5

S. No.	Name	Designation	Gross salary	Commission	Stock Option/ Sweat equity	Others	Total amount
1	Rajiv	Director	0	0	0	50000	50000.00
2	Aloke Kumar Banerjee	Director	0	0	0	860000	860000.00
3	Ramaswamy Jagannatha	Director	0	0	0	800000	800000.00
4	Muthu Raju Paravasa Raju	Director	0	0	0	350000	350000.00
5	Dipti Sanzgiri	Director	0	0	0	245000	245000.00
6							0.00
7							0.00
8							0.00
9							0.00
10							0.00
11							0.00
12							0.00
13							0.00
14							0.00
15							0.00
	Total		0.00	0.00	0.00	2305000.00	2305000.00

XI MATTERS RELATED TO CERTIFICATION OF COMPLIANCES AND DISCLOSURES

A *Whether the company has made compliances and disclosures in respect of applicable provisions of the Companies Act, 2013 during the year

Yes

XII PENALTY AND PUNISHMENT – DETAILS THEREOF

A *DETAILS OF PENALTIES / PUNISHMENT IMPOSED ON COMPANY/DIRECTORS/OFFICERS

No

Number Of Penalties/Punishment imposed on company/directors/officers

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order (DD/MM/YYYY)	Name of the Act and section under which penalised / punished	Details of penalty/ punishment	Details of appeal (if any) including present status

B *DETAILS OF COMPOUNDING OF OFFENCES

No

Number of compounding of offences

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order (DD/MM/YYYY)	Name of the Act and section under which offence committed	Particulars of offence	Amount of compounding (in rupees)

XIII Shareholder / Debenture holder details

Number of shareholder/ debenture holder

XV COMPLIANCE OF SUB-SECTION (2) OF SECTION 92, IN CASE OF LISTED COMPANIES

In case of a listed company or a company having paid up share capital of Ten Crore rupees or more or turnover of Fifty Crore rupees or more, details of company secretary in whole time practice certifying the annual return in Form MGT-8.

I/We certify that:

- (a) The return states the facts, as they stood on the date of the closure of the financial year aforesaid correctly and adequately.
- (b) Unless otherwise expressly stated to the contrary elsewhere in this return, the Company has complied with applicable provisions of the Act during the financial year.
- (c) The company has not, since the date of the closure of the last financial year with reference to which the last return was submitted or in the case of a first return since the date of incorporation of the company, issued any invitation to the public to subscribe for any securities of the company.
- (d) Where the annual return discloses the fact that the number of members, (except in case of one person company), of the company exceeds two hundred, the excess consists wholly of persons who under second proviso to clause (ii) of sub-section (68) of section 2 of the Act are not to be included in

reckoning the number of two hundred.

I/ We have examined the registers, records and books and papers of
Companies Act, 2013 (the Act) and the rules made thereunder for the financial year ended on (DD/MM/YYYY)

ONGC PETRO ADDITIONS LIMITED
31/03/2025

as required to be maintained under the

In my/ our opinion and to the best of my information and according to the examinations carried out by me/ us and explanations furnished to me/ us by the company, its officers and agents, I/ we certify that:

- A The Annual Return states the facts as at the close of the aforesaid financial year correctly and adequately.
- B During the aforesaid financial year the Company has complied with provisions of the Act & Rules made there under in respect of:
- 1 its status under the Act;

2 maintenance of registers/records & making entries therein within the timeprescribed therefor;

3 filing of forms and returns as stated in the annual return, with the Registrar of Companies, Regional Director, Central Government, the Tribunal , Court or other authorities within/beyond the prescribed time;

4 calling/ convening/ holding meetings of Board of Directors or its committees, if any, and the meetings of the members of the company on due dates as stated in the annual return in respect of which meetings, proper notices were given and the proceedings including the circular resolutions and resolutions passed by postal ballot, if any, have been properly recorded in the Minute Book/registers maintained for the purpose and the same have been signed;

5 closure of Register of Members / Security holders, as the case may be.

6 advances/loans to its directors and/or persons or firms or companies referred in section 185 of the Act;

7 contracts/arrangements with related parties as specified in section 188 of the Act;

8 issue or allotment or transfer or transmission or buy back of securities/ redemption of preference shares or debentures/ alteration or reduction of share capital/ conversion of shares/ securities and issue of security certificates in all instances;

9 keeping in abeyance the rights to dividend, rights shares and bonus shares pending registration of transfer of shares in compliance with the provisions of the Act

10 declaration/ payment of dividend; transfer of unpaid/ unclaimed dividend/other amounts as applicable to the Investor Education and Protection Fund in accordance with section 125 of the Act;

11 signing of audited financial statement as per the provisions of section 134 of the Act and report of directors is as per sub - sections (3), (4) and (5) thereof;

12 constitution/ appointment/ re-appointments/ retirement/ filling up casual vacancies/ disclosures of the Directors, Key Managerial Personnel and the remuneration paid to them;

13 appointment/ reappointment/ filling up casual vacancies of auditors as per the provisions of section 139 of the Act;

14 approvals required to be taken from the Central Government, Tribunal, Regional Director, Registrar, Court or such other authorities under the various provisions of the Act;

15 acceptance/ renewal/ repayment of deposits;

16 borrowings from its directors, members, public financial institutions, banks and others and creation/ modification/ satisfaction of charges in that respect, wherever applicable;

17 loans and investments or guarantees given or providing of securities to other bodies corporate or persons falling under the provisions of section 186 of the Act ;

18 alteration of the provisions of the Memorandum and/ or Articles of Association of the Company;

To be digitally signed by

DSC BOX

Whether associate or fellow:

Certificate of practice number

XVI Declaration under Rule 9(4) of the Companies (Management and Administration) Rules, 2014

(a) DIN/PAN/Membership number of Designated Person

(b) Name of the Designated Person

Declaration

I am authorised by the Board of Directors of the Company vide resolution number* dated* (DD/MM/YYYY)
 to sign this form and declare that all the requirements of Companies Act, 2013 and the rules made there under in respect of the
subject matter of this form and matters incidental thereto have been complied with. I further declare that:

- 1 Whatever is stated in this form and in the attachments thereto is true, correct and complete and no information material to the subject matter of this form
has been suppressed or concealed and is as per the original records maintained by the company.
- 2 All the required attachments have been completely and legibly attached to this form.

*To be digitally signed by

*Designation
(Director /Liquidator/ Interim Resolution Professional (IRP)/Resolution Professional (RP))

*DIN of the Director; or PAN of the Interim Resolution Professional (IRP) or
Resolution Professional (RP) or Liquidator

*To be digitally signed by

*Whether associate or fellow:

*Membership number

Certificate of practice number

DSC BOX

Director

DSC BOX

DRAFT