

# PATSPIN INDIA LIMITED

## CORPORATE GOVERNANCE REPORT FOR THE YEAR 2020-21

### 1. Company's Philosophy on Code of Corporate Governance

Your company is committed to the adoption of and adherence to the best corporate governance practices at all times. The Corporate Governance guidelines are in compliance with the requirements of Schedule V of SEBI (LODR), Regulations, 2015 (Listing Regulations). The Company's philosophy on Corporate Governance envisages the attainment of the highest levels of transparency, professionalism and accountability, in all facets of its operations, and in all its interactions with its stake holders, including shareholders, employees, the Government and Lenders.

### 2. Board of Directors

The Composition of the Board of Directors of the Company is presently governed by the provisions of Companies Act 2013, the Articles of Association of the Company and the SEBI (LODR) Regulations, 2015. The Board is comprised of 6 Directors, both Executive and Non- Executive and Shri. B.K.Patodia is the Non-Executive Promoter Chairman. The day to day operations of the company is managed by Shri. Umang Patodia, Managing Director under the overall guidance of the Board of Directors. None of the Directors on the Board holds directorships in more than ten public companies. None of the Independent Directors serves as an independent director on more than seven listed entities. None of the person on the Board serving as Managing Director / Whole Time Director is serving as an Independent Director on the Board of more than 3 listed entities. Necessary disclosures regarding Committee positions in other public companies as on March 31, 2021 have been made by the Directors. Independent Directors are Non-Executive Directors as defined under Regulation 16(1)(b) of the SEBI Listing Regulations read with Section 149(6) of the Act along with rules framed thereunder. Based on the declarations received from the Independent Directors, the Board of Directors has confirmed that they meet the criteria of independence as mentioned under Regulation 16(1)(b) of the SEBI Listing Regulations and that they are independent of the management.

#### a) The Composition of the Board and category of Directors as on 31.3.2021 are as follows:

Category	Name of Directors
Promoter / Managing Director	Shri. Umang Patodia
Promoter / Non-Executive Directors	Shri. B.K. Patodia
Non-Executive /Non- Independent Woman Director	Smt. Kalpana Mahesh Thakker
Non- Executive Independent Directors	Shri. N.K. Bafna Shri. Prem Malik (up to 5.11.2020) Shri S Sundareshan (up to 28.08.2020) Shri Rajesh Jacob (Nominee –KSIDC, Trivandrum) (up to 17.08.2020) Shri. V N Balakrishnan (w.e.f 31.07.2020) Shri. C K Gopalakrishnan Nair (w.e.f 21.09.2020)

#### b) Attendance of Directors at Board Meetings, last Annual General Meeting and Number of Other Directorships and Chairmanships / Memberships of Committees of each Directors in various Companies:

Name of the Director	DIN No	No. of shares held	Attendance at		No. of other Directorships and Committee memberships / Chairmanships			Relationship interse Directors
			Board meetings	Last AGM	Other Directorships including Pvt. Ltd. Cos.	Other Committee Memberships	Other Committee Chairmanships	
Shri.B K Patodia	00003516	34,550	6	Present	7	4	None	Related to Shri.Umang Patodia
Shri.N K Bafna	00019372	Nil	6	Present	3	2	1	None
Shri. Prem Malik (up to 5.11.2020)	00023051	Nil	3	Present	9	5	2	None
Shri. S. Sundareshan (up to 28.08.2020)	01675195	Nil	1	NA	3	3	None	None
Shri Rajesh Jacob (up to 17.08.2020)	06443594	Nil	0	NA	6	None	None	None

## REPORT ON CORPORATE GOVERNANCE (Contd...)

Name of the Director	DIN No	No. of shares held	Attendance at		No. of other Directorships and Committee memberships / Chairmanships			Relationship interse Directors
			Board meetings	Last AGM	Other Directorships including Pvt. Ltd. Cos.	Other Committee Memberships	Other Committee Chairmanships	
Shri V N Balakrishnan (w.e.f 31.07.2020)	08820393	2900	5	Present	2	4	None	None
Shri C K Gopalakrishnan (w.e.f 21.09.2020)	00521840	Nil	3	Present	1	0	None	None
Smt. Kalpana Mahesh Thakker	08601866	85490	5	Present	2	None	None	None
Shri.Umang Patodia	00003588	11,000	6	Present	5	None	None	Related to Shri.B K Patodia

### Notes:

- In accordance with Regulation 26 (b) of the SEBI (LODR) Regulations 2015, Membership / Chairmanship of only the Audit Committees and Stakeholders Relationship Committees of all Public Limited Companies has been considered
- None of the Directors on the Board is a member on more than 10 Committees and Chairman of more than 5 Committees across all the Companies in which he is a Director as per Regulation 26 (1) of SEBI (LODR) Regulations 2015.

### c) The details of Directorship in other listed entities and category of Directorship

SN	Name of the Director	Name of listed entity	Category of Directorship
1	Shri. B.K.Patodia	GTN Textiles Limited	Promoter / Executive Director
2	Shri. N.K.Bafna	Prime Urban Development India Ltd	Independent Non-Executive Director
		GTN Textiles Ltd	Independent Non-Executive Director
3	Shri Prem Malik (up to 5.11.2020)	Indo Count Industries Ltd	Independent Non-Executive Director
		Lahoti Overseas Ltd	
4	Shri. S. Sundareshan (up to 28.08.2020)	--	Independent Non-Executive Director
5	Shri Rajesh Jacob (up to 17.08.2020)	Eastern Treads Ltd	Nominee –KSIDC, Trivandrum
6	Shri V N Balakrishnan (w.e.f 31.07.2020)	GTN Textiles Limited	Independent Non-Executive Director
7	Shri C K Gopalakrishnan Nair ( w.e.f 21.09.2020)	GTN Textiles Limited	Independent Non-Executive Director
8	Smt. Kalpana Mahesh Thakker	GTN Textiles Limited	Non-Independent Non-Executive Woman Director
9	Shri Umang Patodia	GTN Textiles Limited	Promoter / Non-Executive Director

### d) Number of Board meetings held and the dates on which held;

Six Board meetings were held during the year. The maximum time gap between any two consecutive Meetings were within the time limits prescribed by Regulatory Authorities.

The details of the Board Meetings are as under:

Sl No.	Date	Board Strength	No of Directors Present
1	31 <sup>st</sup> July 2020	8	7
2	15 <sup>th</sup> September 2020	6	5
3	21 <sup>st</sup> September 2020	7	7

## REPORT ON CORPORATE GOVERNANCE (Contd...)

SI No.	Date	Board Strength	No of Directors Present
4	12 <sup>th</sup> November 2020	6	6
5	13 <sup>th</sup> February 2021	6	6
6	18 <sup>th</sup> March 2021	6	6

Due to the exceptional circumstances caused by the COVID-19 pandemic and consequent relaxations granted by MCA and SEBI, all Board Meetings and Committee Meetings in FY 2020-2021 were held through Video Conferencing.

**e) Disclosure of Relationships between Directors inter-se**

Please refer 2 (b) of the Report

**f) No. of shares and convertible instruments held by Non-Executive Directors**

Please refer 2 (b) of the Report

**g) Weblink where details of Familiarization program imparted to independent Directors disclosed**

An appropriate induction program for new Directors and ongoing familiarization with respect to the business / working of the company for all directors is a major contributor for meaningful board level deliberations and sound business decisions.

The Company has adopted a structured programme for orientation of independent directors at the time of their joining so as to familiarize them with the company's operation, business, industry and environment in which it functions and the regulatory environment applicable to it. The company updates the Board members on a continuing basis on any significant changes therein and provides them an insight to their expected roles and the responsibilities so as to be in a position to take well informed and timely decision and contribute significantly to the company.

The Company through its Managing Director / Senior Managerial Personnel makes presentations regularly to the Board, Audit Committee or such other Committees, as may be required, covering, inter-alia, business environmental, business strategies, operations review, quarterly and annual results, budgets, review of internal audit report and action taken, statutory compliance, etc.

Policy on Familiarization programme imparted is available on our website [www.patspin.com](http://www.patspin.com)

**h) Matrix / Table containing skills expertise and competencies of the Board of Directors**

The Board members are from diversified areas having the required knowledge i.e. Competency, Skills and Experience to effectively discharge their responsibilities. The range of experience of the Board members include in the areas of Spinning Industry, Marketing, Finance, Taxation, Legal and Administration as well as procurement of raw materials.

The broad policies are framed by the Board of Directors. All strategic decisions are taken by the Board after due deliberations between the Board members which consists of Managing Director, Non-Executive Director and Independent Directors.

The Company has identified and broadly categorized its Core Skills, Expertise and Competencies as mentioned hereunder:

Matrix / Table of Core Skills, Expertise and Competencies of Board of Directors as whole:

## REPORT ON CORPORATE GOVERNANCE (Contd...)

Particulars	Detailed list of core skills, expertise and competencies	Name of Directors who have skills, expertise and competence								
		Shri. B.K. Patodia	Shri. N.K. Bafna	Shri Prem Malik (Up to 5.11.2020)	Shri S Sundareshan (Up to 28.08.2020)	Shri Rajesh Jacob (Up to 17.08.2020)	Shri V N Balakrishnan w.e.f 31.07.2020	Shri C K Gopalakrishnan Nair w.e.f 21.09.2020	Smt. Kalpana M Thakker	Shri. Umang Patodia
Core Skills	Strategic policy formulation and Advising	✓	✓	✓	✓					✓
	Regulatory framework knowledge	✓	✓	✓	✓					✓
	Financial performance	✓	✓	✓	✓	✓				✓
	Advising on Risk mitigation and Compliance requirements	✓	✓	✓	✓	✓				✓
Expertise	Knowledge of Spinning Industry	✓		✓			✓	✓	✓	✓
	Commercial acumen	✓	✓	✓	✓		✓	✓	✓	✓
	Procurement of right quality of raw cotton at competitive prices	✓					✓	✓	✓	✓
Competencies	Strategic Leadership	✓	✓	✓	✓	✓	✓	✓		✓
	Execution of policies framed by the Board	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Identifying the growth areas for expanding the business	✓	✓	✓	✓		✓	✓	✓	✓
	Advising on Business Risks & environment	✓	✓	✓	✓	✓	✓	✓	✓	✓

### i) Confirmation of Board regarding Independent Directors

Board of Directors confirms that the Independent Directors fulfil the conditions specified in the SEBI (LODR) Regulations, 2015 as amended from time to time and are Independent of the Management.

- j) Pursuant to withdrawal of Nominee KSIDC, Trivandrum, Shri. Rajesh Jacob have ceased to be the Nominee Director on the Board effective from 17.08.2020. Shri S Sundareshan, Independent Director and Shri. Prem Malik, Independent Director have resigned effective from 28.08.2020 and 05.11.2020 respectively due to their personal reasons. They had confirmed that there is no other material reason for their resignation other than those provided.

### k) Separate meeting of Independent Directors

Schedule IV of the Companies Act, 2013, Listing Regulations and Secretarial Standard - 1 on Meetings of the Board of Directors mandates that the Independent Directors of the Company hold at least one meeting in a year, without the attendance of Non – Independent Directors.

The meeting of Independent Directors held on 31.07.2020 and 13.08.2021, inter alia, discussed and reviewed performance of Non-Independent Directors, the Board as a whole, Chairman of the Company and assessed the quality, quantity and timeliness of flow of information between the Company's management and the Board that is necessary for the Board to effectively and reasonably perform their duties.

In addition to formal meetings, frequent interactions outside the Board Meetings also take place between the Chairman and Independent Directors.

### l) Evaluation of the Board's Performance

Pursuant to the provisions of the Act and Regulation 17 of the Listing Regulations, the Board has carried out the annual evaluation of its own performance, its Committees and Directors individually. A structured questionnaire was

## REPORT ON CORPORATE GOVERNANCE (Contd...)

prepared after circulating the draft forms, covering various aspects of the Board's functioning such as adequacy of the composition of the Board and its Committees, Board culture, execution and performance of specific duties, obligations and governance. A consolidated summary of the ratings given by each Director was then prepared. The report of performance evaluation was then discussed and noted by the Board. The Directors expressed their satisfaction with the evaluation process.

The performance evaluation of the Chairman, Managing Director and Non-Independent Directors was carried out by the Independent Directors. The Independent Directors reviewed key transactions (including related party transactions), quality & timeliness of flow of information, recommended measures for corporate governance etc.

### **m) Code of Conduct**

The Company has adopted Code of Business Conduct & Ethics ("the Code") which is applicable to the Board of Directors and all Employees of the Company. The Board of Directors and the members of Senior Management Team of the Company are required to affirm semi-annual Compliance of this Code. A declaration signed by the Managing Director of the Company to this effect is placed at the end of this report. The Code requires Directors and Employees to act honestly, fairly, ethically, and with integrity, conduct themselves in professional, courteous and respectful manner. The Code is displayed on the Company's website [www.patspin.com](http://www.patspin.com)

### **3. Audit Committee**

The Audit Committee has been constituted by the Board in compliance with the requirements of Section 177 of the Act and Regulation 18 of the SEBI (LODR) Regulations, 2015.

The terms of reference of the Audit Committee, inter-alia is as follows:

- 1) Oversight of the Company's financial reporting process and the disclosure of its financial information to ensure that the financial statement is correct, sufficient and credible;
- 2) Recommendation for terms of appointment and remuneration of Auditors of the Company
- 3) Approval of payment to Statutory Auditors for any other services rendered by the Statutory Auditors
- 4) Review with the management and statutory auditors of the annual financial statements thereon before submission to the Board with particular reference to:
  - a. Matters required to be included in the Directors' Responsibility Statement to be included in the Board's Report in terms of clause (c) of sub-section (3) of Section 134 of the Companies Act, 2013;
  - b. Changes, if any, in accounting policies and practices and reasons for the same;
  - c. Major accounting entries involving estimates based on the exercise of judgment by management;
  - d. Significant adjustments made in the financial statements arising out of audit findings;
  - e. Compliance with listing and other legal requirements relating to financial statements
  - f. Disclosure of any Related Party Transactions;
  - g. Modified opinion(s) in the draft Audit Report;
- 5) Reviewing, with the management the quarterly financial statements before submission to Board for approval;
- 6) Reviewing, with the management, the statement of uses / application of funds raised through an issue (public issue/ rights issue, preferential issue etc.), the statement of funds utilized for purposes other than those stated in the offer document / prospectus / notice / and the report to be submitted by monitoring agency with regard to utilisation of proceeds of a public or rights issue, and making appropriate recommendation to company's Board.
- 7) Review and monitor Statutory Auditor's independence and performance and effectiveness of audit process;
- 8) Approval or any subsequent modification of transactions with related parties;
- 9) Scrutiny of Inter-Corporate Loans and Investments;
- 10) Valuation of undertakings or assets of the company, wherever it is necessary;
- 11) Evaluation of Internal Financial Controls and Risk Management Systems;
- 12) Review with the Management, Statutory Auditors and the Internal Auditors about the nature and scope of audits and of the adequacy of internal control systems;
- 13) Reviewing the adequacy of internal audit function, if any, including the structure of the internal audit department, staffing and seniority of the official heading the department, reporting structure, coverage and frequency of internal audit;
- 14) Discussion with internal auditors of any significant findings and follow up thereon
- 15) Reviewing the findings of any internal investigations by the internal auditors into matters where there is suspected fraud or irregularity or a failure of internal control systems of a material nature and reporting the matter to the board;
- 16) Discussion with statutory auditors before the audit commences, about the nature of scope of audit as well as cost audit discussion to ascertain any area of concern
- 17) To look into the reasons for any substantial defaults in payment to the depositors, debenture-holders, shareholders (in

## REPORT ON CORPORATE GOVERNANCE (Contd...)

- case of non-payment of declared dividend) and creditors, if any;
- 18) Review the functioning of the whistle blower mechanism;
- 19) Approval of appointment of Chief Financial Officer after assessing the qualifications, experience and background, etc. of the candidate;
- 20) Carrying out any other function as is mentioned in the terms of reference of the Audit Committee.
- 21) To review the utilization of loans and / or advances from / investment by the holding company in the subsidiary exceeding ` 100 crores or 10% of the asset size of the subsidiary, whichever is lower, if any
- 22) Review of the following information:
- (i) Management Discussion and Analysis of financial condition and results of operations;
  - (ii) Statement of significant Related Party Transactions (as defined by the Audit Committee), submitted by Management;
  - (iii) management letters / letters of internal control weaknesses issued by the Statutory Auditors;
  - (iv) Internal Audit Reports relating to internal control weaknesses;
  - (v) the appointment, removal and terms of remuneration of the Chief Internal Auditor
  - (vi) Statement of deviations:
    - quarterly statement of deviation(s) including report of monitoring agency, if applicable, submitted to stock exchange(s) in terms of Regulation 32(1)
    - annual statement of funds utilized for purposes other than those stated in the offer document/prospectus in terms of Regulation 32(7), if applicable

### Internal Audit

The Company has adequate internal control and Internal Audit System commensurate with its size and nature of its business. The Internal Audit Plan is approved by the Audit Committee and the Internal Auditors directly present their report to the Audit Committee for their consideration.

Composition and Attendance during the year

All members of the Committee are financially literate, with Shri. N.K.Bafna, BCom, FCA and a Law Graduate as Chairman of the Committee, having the relevant accounting and financial management expertise.

The composition of the Audit Committee and the details of the meetings attended by its members during the financial year ended 31st March, 2021 are as under:

Sl. No.	Name of the Member	Category of Director	No. of meetings held	No. of meetings Attended
1	Shri.N.K Bafna	Chairman & Non-Executive Independent Director	5	5
2	Shri Prem Malik (up to 5.11.2020)	Non-Executive Independent Director	2	2
3	Shri S Sundareshan (up to 28.08.2020)	Non-Executive Independent Director	1	1
4	Shri V N Balakrishnan (w.e.f 15.09.2020)	Non-Executive Independent Director	4	4
5	Shri C K Gopalakrishnan Nair (w.e.f 12.11.2020)	Non-Executive Independent Director	2	2
6	Shri. Umang Patodia	Managing Director	5	5

Ms Veena Vishwanath Bhandary, Assistant Company Secretary is the Secretary to the Committee

The Audit Committee met Five (5) times during the financial year 2020-21 and the gap between two meetings did not exceed 120 days. The dates on which Audit Committee Meetings held were: 31st July 2020, 15th September 2020, 12th November 2020, 13th February, 2021 and 18th March 2021. Required quorum was present at the above meetings.

The Audit Committee meetings are usually attended by the Managing Director, Director (Finance), CFO, Head of Finance and the respective departmental heads, wherever required. The Company Secretary acts as the Secretary of the Audit Committee. The Statutory Auditors, Internal Auditors as well as other Board Members also attended the Audit Committee meetings by invitation.

All the recommendations of the Audit Committee have been accepted by the Board of Directors.

During the year, the Audit Committee reviewed key audit findings covering Operational, Financial and Compliance areas, Risk Mitigation Plan covering key risks affecting the Company which were presented to the Committee.

## REPORT ON CORPORATE GOVERNANCE (Contd...)

The Chairman of the Audit Committee briefed the Board members on the significant discussions which took place at Audit Committee Meetings.

### Internal Audit and Control:

M/s Varma & Varma, Chartered Accountants, Kochi, Internal Auditors carried out Internal Audit of the Company except Company's Ponneri Unit. M/s. V.C.Tirupathi, Chartered Accountant, Coimbatore carried out Internal Audit for Ponneri Unit.

Internal Audit Plan and their remuneration are being approved by the Audit Committee. The reports and findings of the Internal Auditors and the Internal Control Systems are periodically reviewed by the Audit Committee.

### Prevention of Insider Trading:

The Company has adopted an 'Internal Code of Conduct for Regulating, Monitoring and Reporting of Trades by Designated Persons ("the Code") in accordance with the SEBI (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time ("the PIT Regulations"). The Code is applicable to Promoters, Member of Promoter's Group, all Directors and such Designated Persons who are expected to have access to unpublished price sensitive information relating to the Company. The code lays down guidelines which included procedures to be followed and disclosures to be made while dealing with the shares of the Company.

The Audit Committee monitors implementation and compliance of the Company's Code of Conduct and Ms Veena Vishwanath Bhandary, Assistant Company Secretary is the Compliance Officer of the Company. The Code is displayed on the Company's website viz. [www.patspin.com](http://www.patspin.com)

### Vigil Mechanism:

Pursuant to Section 177(9) and (10) of the Act, and Regulation 22 of the Listing Regulations, the Company has formulated Whistle Blower Policy for vigil mechanism of Directors and employees to report to the management about the unethical behavior, fraud or violation of Company's code of conduct. The mechanism provides for adequate safeguards against victimization of employees and Directors who use such mechanism and makes provision for direct access to the Chairman of the Audit Committee in exceptional cases. None of the personnel of the Company have been denied access to the Audit Committee. The Whistle Blower Policy is displayed on the Company's website viz. [www.patspin.com](http://www.patspin.com).

## 4. Nomination and Remuneration Committee

The Nomination and Remuneration Committee has been constituted by the Board in compliance with the requirements of Section 178 of the Act and Regulation 19 of the Listing Regulations.

The Committee comprises of Independent Directors, viz. Shri. N.K. Bafna as Chairman, Shri Prem Malik (up to 5.11.2020), Shri. S.Sundareshan (up to 28.8.2020), Shri. V N Balakrishnan (w.e.f 15.09.2020) and Shri. C K Gopalakrishnan Nair (w.e.f 12.11.2020) as members.

The broad terms of reference of the Committee include:

- formulation of the criteria for determining qualifications, positive attributes and independence of a director and recommend to the board of directors a policy relating to, the remuneration of the directors, key managerial personnel and other employees;
- formulation of criteria for evaluation of performance of independent directors and the board of directors;
- devising a policy on diversity of board of directors;
- identifying persons who are qualified to become directors and who may be appointed in senior management in accordance with the criteria laid down, and recommend to the board of directors their appointment and removal.
- Whether to extend or continue the term of appointment of the independent director, on the basis of the report of performance evaluation of independent directors.
- recommend to the board, all remuneration, in whatever form, payable to senior management

The remuneration policy is in consonance with the existing industry practice and also with the provisions of Companies Act.

The Committee met on 21st September 2020 to approve and recommend to the Board appointment of Shri V N Balakrishnan (DIN: 08820393), Shri CK Gopalakrishnan Nair (DIN : 00521840) as Independent Director and reappointment of Smt. Kalpana M Thakker(DIN : 08601866) as Non-Executive Non-Independent Woman Director. The Committee also met on 13th August 2021 to approve and recommend to the Board re-appointment of Shri. B.K.Patodia (DIN 00003516), whose office is liable to retire by rotation.

### Remuneration to the Managing Director

The aggregate of salary and perquisites paid for the year ended 31st March, 2021 to the Managing Director is as follows :-  
Shri.Umang Patodia :Rs. 34.05 lacs

Besides this, the Managing Director was also entitled to Company's contribution to Provident Fund, Superannuation or Annuity Fund, to the extent not taxable and Gratuity as per the Rules of the Company.



## REPORT ON CORPORATE GOVERNANCE (Contd...)

### Remuneration to Non-Executive Directors:

No Remuneration is paid to Non-Executive Directors except sitting fee for attending the meeting of the Board and Committees thereof.

The details of payment of sitting fee are as follows:

Meeting	Amount (in Rs.)
Board	7500
Committee	5000

The Fee paid for the year ended 31st March 2021 to the Non-Executive Directors is as follows:

Name of the Non-Executive Directors	Sitting fee (in Rs.)
Shri.B K Patodia	45000
Shri.N K Bafna	85000
Shri. S.Sundareshan (up to 28.08.2020)	22500
Shri. Prem Malik(up to 5.11.2020)	47500
Shri V N Balakrishnan (w.e.f 31.07.2020)	65000
Shri C K Gopalakrishnan Nair (w.e.f 21.09.2020)	40000
Smt Kalpana M Thakker	37500
Total	342500

There were no other pecuniary relationships or transactions of the Non-Executive Directors vis-à-vis the Company. The Company has not granted any stock option to any of its Directors.

### Remuneration Policy

The remuneration policy of your company is a comprehensive policy which is competitive, in consonance with the industry practices and rewards good performance of the employees of the company. The policy ensures equality, fairness and consistency in rewarding the employees on the basis of performance against set objectives.

The company endeavours to attract, retain develop and motivate a high-performance work force. The company follows a mix of fixed and variable pay. Individual performance pay is determined by business performance and the performance of the individuals measured through the annual appraisal process.

## 5. Stakeholders Relationship Committee

Pursuant to provisions of Section 178(5) of the Act read with Regulation 20 of the Listing Regulations, Stakeholders Relationship Committee of the Board of Directors has been constituted.

The terms of reference of the Stakeholders Relationship Committee is as under:

- Resolving the grievances of the security holders of the listed entity including complaints related to transfer/transmission of shares, non-receipt of annual report, non-receipt of declared dividends, issue of new/duplicate certificates, general meetings etc.
- Review of measures taken for effective exercise of voting rights by shareholders.
- Review of adherence to the service standards adopted by the listed entity in respect of various services being rendered by the Registrar & Share Transfer Agent.
- Review of the various measures and initiatives taken by the listed entity for reducing the quantum of unclaimed dividends and ensuring timely receipt of dividend warrants/annual reports/statutory notices by the shareholders of the company

The Composition of the Committee comprises of Shri N. K. Bafna as Chairman, Shri Prem Malik (up to 5.11.2020), Shri. S.Sundareshan (up to 28.08.2020), Shri. V N Balakrishnan (w.e.f 15.09.2020), Shri. C K Gopalakrishnan Nair (w.e.f 12.11.2020) and Shri. Umang Patodia as members

During the year, one meeting of the Stakeholders Relationship Committee was held as under

Sl No	Date	Committee Strength	No. of Directors present
1	31-07-2020	4	4

The Committee also met on 13th August 2021.

Ms Veena Vishwanath Bhandary, Assistant Company Secretary is the Secretary to the Committee



## REPORT ON CORPORATE GOVERNANCE (Contd...)

The details of correspondences / grievances received and redressed during the financial year 2020-21 through the Registrar M/s. Integrated Registry Management Service Pvt. Ltd. are as under

Sl No	Particulars	No. of Complaints
1	Investor Correspondence / Complaints pending at the beginning of the year	Nil
2	Investor Correspondence / Complaints received during the year	Nil
3	Investor Correspondence / Complaints disposed during the year	Nil
4	Investor correspondence / complaints remaining unresolved at the end of the year	Nil

Pursuant to clause 40(9) of the SEBI (LODR), Regulations 2015, a certificate on a half yearly basis confirming due compliances of share transfer formalities by the company from Practicing Company Secretary has been submitted to the Stock Exchanges within the stipulated time

### Corporate Social Responsibility (CSR)

As per the provisions of Section 135 read with the Section 198 of the Companies Act 2013, the company do not have CSR obligation for the year 2020-21. Accordingly, there has been no meeting of CSR Committee held during the year under review

## 6. Disclosures:

### Basis of Related Party Transactions:

All transaction entered into by the Company with related parties, during the financial year 2020 – 21, were in ordinary course of business and on arm's length basis. The Company has formulated a framework for Related Party Transactions which is followed for identifying, entering into and monitoring related party transactions. The deviations, if any, to the said process have been brought to the attention of Audit Committee suitably. The Audit Committee reviews at least on a quarterly basis, the details of related party transactions entered into by the Company pursuant to each of the omnibus approval granted. The company has obtained Shareholders approval by way of special resolution to enter into Related Party Transactions.

### Disclosure of Accounting Treatment

In the preparation of the financial statements, the Company has followed the Accounting Standards referred to in Section 133 of the Act. The significant accounting policies which are consistently applied are set out in the Notes to the Financial Statements

### Board Disclosures - Risk Management:

The Company has laid down procedures to inform the Board of Directors about the risk assessment and minimization procedures. The Audit Committee and the Board of Directors review these procedures, periodically

Details of preferential allotment or qualified institutional placement as specified under Regulation 32 (7A) of the Listing Regulations

The Company has not raised funds through preferential allotment or Qualified Institutional Placement during the year under review.

### Credit Rating

Company is in process of Resolution Plan and M/s CRISIL Ratings Ltd had carried out ICE Rating for the proposed Resolution Plan and have awarded RP4 Rating.

### Annual Secretarial Compliance

SEBI vide its Circular No. CIR/CFD/CMD1/27/2019 dated 8th February 2019 read with Regulation 24(A) of the Listing Regulations, directed listed entities to conduct Annual Secretarial compliance audit from a Practicing Company Secretary of all applicable SEBI Regulations and circulars/guidelines issued thereunder. The said Secretarial Compliance report is in addition to the Secretarial Audit Report by Practicing Company Secretary under Form MR – 3 and has been submitted to the Stock Exchanges within the prescribed time limit.

The Company has engaged Shri. MRL Narasimha, Practicing Company Secretary, Coimbatore as Secretarial Auditor of the company for providing the above Certificate.

### Certificate from Practicing Company Secretary

Certificate as required under Part C of Schedule V of Listing Regulations, received from Shri. MRL Narasimha, Practicing Company Secretary, Coimbatore, that none of the Directors on the Board of the Company have been debarred or disqualified from being appointed or continuing as directors of the Company by the Securities and Exchange Board of India/ Ministry of Corporate Affairs or any such statutory has annexed to this Report.

## REPORT ON CORPORATE GOVERNANCE (Contd...)

### Management Discussion and Analysis Report.

The Management Discussion and Analysis Report have been included separately in the Annual Report to the shareholders.

### Shareholders Information

- (i) The quarterly results approved by the Audit Committee / Board of Directors are put on the Company's website [www.patspin.com](http://www.patspin.com) under "investor info" section
- (ii) The Company has also sent Annual Report through email to those shareholders who have registered their email addresses with Depository Participants.

### Reconciliation of Share Capital Audit

A qualified Practicing Company Secretary has carried out Reconciliation of Share Capital Audit to reconcile the total admitted capital with National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) and the total issued and listed capital. The Report confirms that the total issued / paid up capital is in agreement with the total number of shares in physical forms and the total number of dematerialized shares held with NSDL and CDSL.

### Means of Communication

- i. The quarterly, Half-yearly and Annual results of the Company's financial results are published in two newspapers viz. BUSINESS STANDARD [National Daily] and DEEPIKA (Regional Newspaper) and displayed on company's website [www.patspin.com](http://www.patspin.com).
- ii. The Annual Report of the Company for the financial year 2020-21 is being emailed to the members whose email addresses are available in the depositories as per Section 136 of the Companies Act 2013 and Regulation 36 of SEBI (LODR), Regulations 2015. For other members, who have not registered their e-mail addresses, are requested to register their email address at the earliest and ask for the soft copy of the annual report. In accordance with General Circular No. 20/2020 dated 5th May 2020 issued by Ministry of Corporate Affairs (MCA) and the Circular No. SEBI /HO/CFD/CMD1/CIR/P/2020/79 dated 12th May 2020 issued by SEBI, Company is not printing copies of the Annual Report.
- iii. The annual report is available on the company's website.

The Company has complied with all the requirements of the Stock Exchange(s) and SEBI on matters relating to Capital Markets except the below stated non- compliance pursuant to Regulation 33 of SEBI (LODR) Regulations 2015:

"The Audited Financial Results for the year ended 31.03.2020 was approved by the Audit Committee as well as Board of Directors at their meeting held on 31st July 2020, and the same were uploaded at BSE and NSE Portal, immediately after the conclusion of the meeting. However due to an oversight, Audit Report was not submitted and the same was uploaded only on 3rd August 2020, (being 1st and 2nd August 2020 Saturday and Sunday - Holiday). BSE had imposed a fine for one day and NSE had imposed a fine for two days. The company had filed request for waiver of fine and BSE admitted full waiver, however NSE charged for one day. We had paid the fine imposed of Rs. 5,900/- to NSE immediately on their intimation."

In accordance with the provisions of Regulation 26 (6) of the Listing Regulations, the Key Managerial Personnel, Director(s), Promoter(s) and Employees including Senior Management Personnel of the Company have affirmed that they have not entered into any agreement for themselves or on behalf of any other person, with any shareholder or any other third party with regard to compensation or profit sharing in connection with dealings in the securities of the Company.

### 7. MD and CFO Certification

The Managing Director and CFO of the Company give quarterly / annual certification on financial reporting and internal controls to the Board in terms of Regulation 17(8) of SEBI (LODR) Regulations, 2015.

### 8. Compliance on Corporate Governance:

The quarterly compliance report has been submitted to the Stock Exchanges at BSE & NSE in the requisite format duly signed by the compliance officer. Pursuant to Regulation 27 of SEBI (LODR) Regulations, 2015. Practicing Company Secretary's certificate in compliance on conditions of Corporate Governance is published elsewhere in the Annual Report.

## REPORT ON CORPORATE GOVERNANCE (Contd...)

### 9. General Body Meetings:

A. Location, date and time of the Annual General Meetings held during the preceding 3 years and special resolution passed:

Year	Location	Date	Day	Time	Special Resolution passed in previous AGM
2017-18	Aangan Hall, Bharat Hotel, Kochi-682 016	26.09.2018	Friday	9:30 am	No
2018-19	-do-	20.09.2019	Friday	9:30 am	1. Reappointment of Shri.N.K.Bafna(DIN 00019372), Shri.Prem Malik (DIN 00023051), Shri. S.Sundareshan (DIN 01675195) as Independent Directors of the Company 2. Appointment of Shri. Umang Patodia as Managing Director for a period of 5 years as well as fixation of remuneration for a period of 3 years pursuant to Schedule V of the Companies Act 2013
2019-20	Video Conferencing (VC)/Other Audio Visual Means (OAVM)	30-10-2020	Friday	10.00 am	1. Re-appointment of Shri B K Patodia (DIN : 00003516), who has already attained the age of 75 years to continue as Non Independent Non-Executive Director of the Company, liable to retire by rotation 2. Appointment of Shri V N Balakrishnan (DIN:08820393) and Shri C K Gopalakrishnan Nair (DIN: 00521840) as Independent Directors of the Company

B. Extra-Ordinary General Meeting of the shareholders was held during the year - No

C. Whether Special Resolutions were put through postal ballot, last year? – No

D. Are votes proposed to be conducted through postal ballot, this year? – No

The Company has complied with all the mandatory requirements of the Listing Regulations relating to Corporate Governance.

### 10. Compliance in respect of Adoption of non- mandatory requirements:

#### a) The Board

The Non-Executive Chairman of the Company has been provided with a Chairman's Office at the Registered Office of the Company.

#### b) Shareholder Rights

The Company's quarterly and half yearly results are published in the Newspaper and also uploaded on its website [www.patspin.com](http://www.patspin.com). Therefore, no individual communication is sent to shareholders on the quarterly and half yearly financial results. However, if requested, the Company provides the same to them individually.

#### c) Audit Qualifications

During the year under review, there is no audit qualification on the Company's financial statements. The Company continues to adopt best practices to ensure regime of unmodified audit opinion.

#### d) Reporting of internal Auditor

The Internal Auditor participates in the meetings of the Audit Committee of the Board of Directors and presents his internal audit observations to the Committee.

#### e) Total fees for all services paid by the listed entity to the statutory auditor

Total Fees paid to Statutory Auditors is Rs. 3.40 Lakhs (Details relating to the fees paid to the Statutory Auditors of the company are given in Note 29 to the Standalone Financial Statements)

Disclosure relating to Sexual Harassment of Women at Workplace (Prevention, Prohibition and (Redressal) Act, 2013

The Company is committed to ensuring that all employees work in an environment that not only promotes diversity and equality but also mutual trust, equal opportunity and respect for human rights. The Company's Policy on prevention of Sexual Harassment is in accordance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the Rules made thereunder which is aimed at providing every woman at the workplace a safe, secure and dignified work environment. During the year under review, the company has not received any complaint in this regard.

## REPORT ON CORPORATE GOVERNANCE (Contd...)

### 11. General Shareholder information

#### I. Annual General Meeting:

a.	Date and Time	Wednesday, 29th September 2021 at 10.00AM
b.	Venue	The Company is conducting meeting through VC/OAVM and as such there is no requirement to have a venue for the AGM
c.	Book closure date	23rd September 2021 to 29th September 2021
	Financial calendar (tentative):	
	Annual General Meeting	29th September 2021
	Results for quarter ended 30th June, 2021	14th August 2021
	Results for quarter ending 30th Sept., 2021	On or before 14th November, 2021
	Results for quarter ending 31st Dec., 2021	On or before 14th February, 2022
	Results for Year ending 31st March, 2022	On or before 30th May, 2022

#### II. Listing:

a.	Listing of Equity Shares on Stock Exchanges at	BSE Limited (BSE) and The National Stock Exchange of India Limited (NSE)
b.	Listing Fee	Annual Listing fee for the year 2021-22 have been duly paid to the said Stock Exchanges within the prescribed time limits.
	Stock Code: Scrip Code No.: BSE Ltd	514326
	Trading symbol: National Stock Exchange	PATSPINLTD
	Demat ISIN Nos. in NSDL and CDSL for Equity Shares	INE790C01014

#### III. Stock market data

Month	BSE		NSE	
	High	Low	High	Low
April 2019	3.90	3.90	2.95	2.30
May	3.99	3.99	2.95	2.50
June	7.75	3.80	6.65	2.70
July	7.48	6.49	6.95	5.70
August	7.15	5.62	6.70	4.55
September	6.79	5.30	6.75	4.20
October	5.42	3.85	4.55	3.80
November	4.56	3.99	4.60	3.95
December	6.49	4.36	6.60	4.20
January 2020	7.81	5.40	7.90	5.35
February	5.92	5.00	5.95	5.00
March	5.80	4.70	5.85	4.75

#### IV

Registrar and Transfer Agents (Share Transfer and communication regarding Share Certificates, Dividends and change of Address)	M/s Integrated Registry Management Service Private Ltd 2nd Floor, Kences Towers, No 1, Ramakrishna Street, T Nagar, Chennai -600 017 Tel: 044 28140801-803 E-Mail : corpserv@integratedindia.in
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## REPORT ON CORPORATE GOVERNANCE (Contd...)

V	Share Transfer Process	<p>Effective April 1, 2019, SEBI has amended Regulation 40 of the Listing Regulations, which deals with transfer or transmission or transposition of securities. According to this amendment, the requests for effecting the transfer of listed securities shall not be processed unless the securities are held in dematerialized form with a Depository.</p> <p>This will inter alia, bring the following benefits</p> <ul style="list-style-type: none"> <li>• It shall curb fraud and manipulation risk in physical transfer of securities by unscrupulous entities</li> <li>• Transfer of securities only in demat form will lead to ease convenience and safety of transactions for investors</li> </ul> <p>The Company has stopped accepting any transfer requests for securities held in physical form with effect from the said date. During the year, the Company accepted those transfer requests pertaining to securities held in physical form which were lodged for transfer before April 1, 2019 and were returned due to discrepancies</p> <p>Transfers of equity shares in electronic form are affected through the depositories with no involvement of the company.</p> <p>In view of the aforesaid amendment and in order to eliminate the risks associated with the physical holding of shares, members who are holding shares in physical form are hereby requested to dematerialize their holdings</p>
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### VI. Shareholding pattern and distribution on Shareholding of the Company: –

(a) Shareholding pattern as on 31st March 2021:

SL. No.	Category	No of shares (Issued Equity)	%
01)	Promoters & Associates	20096918	65.04
02)	Indian Financial Institutions, Banks, Mutual Funds	5300	0.02
03)	Foreign Institutional Investors / NRIs	175825	0.56
04)	Others	10629157	34.38
	Total:	30920000	100.00

(b) Distribution of Shareholding as on 31.03.2021:

No. of shares	No of shareholders	% of shareholder	No. of shares (Issued Equity)	% of shareholding
Up to 100	8014	55.58%	687668	2.22%
101-500	4258	29.53%	1215122	3.93%
501-1000	1013	7.03%	870830	2.82%
1001-10000	1036	7.19%	3246439	10.50%
10001 - 100000	85	0.59%	2066467	6.68%
Above 100000	12	0.08%	22833474	73.85%
Total	14418	100.00%	30920000	100.00%

### Share Transfer to Investor Education and Protection Fund Account (IEPF) where the dividend is unpaid or unclaimed for seven or more consecutive years.

In terms of Section 124(6) of the Act read with Rule 6 of the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, (as amended from time to time) (IEPF Rules) shares on which dividend has not been paid or claimed by a shareholder for a period of seven consecutive years or more shall be credited to the Investor Education and Protection Fund (IEPF) within a period of thirty days of such shares becoming due to be so transferred. Upon transfer of such shares, all benefits (like bonus, dividend etc.), if any, accruing on such shares shall also be credited to such IEPF and the voting rights on such shares shall remain frozen till the rightful owner claims the shares. Shares which are transferred to IEPF can be claimed back by the shareholders from Investors Education and Protection Fund Authority (IEPFA) by following the procedure prescribed under the aforesaid rules.

The company last declared dividend in 2006-07, thereafter no dividend was declared. The Company had sent letters to all the concerned Members and also published notice in newspaper three months before the due date asking them to claim their dividend amount to avoid transfer of the said unclaimed dividend and respective shares to IEPF

## REPORT ON CORPORATE GOVERNANCE (Contd...)

Accordingly, 414782 equity shares of the face value of Rs 10 each for 2674 folios in respect of which dividend was not encased for seven consecutive years were transmitted to Investor Education and Protection Fund (IEPF) Authority on 9th December 2019. The above-mentioned shares were transmitted pursuant to requirement under section 124 of the Companies Act, 2013 read with Rule 6 of Investors Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 as amended from time to time

### VII. Dematerialization of shares and Liquidity:

96.87% of equity shares of the company have been dematerialized (NSDL 85.69 % and CDSL 11.18 %) as on 31st March, 2021. The company has entered into agreements with National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited whereby shareholders have an option to dematerialize their shares with either of the depositories

Liquidity of shares:

The shares of the Company are actively traded in BSE Limited (BSE) and on The National Stock Exchange of India Limited (NSE).

### VIII. Plant Locations

Plant Locations	1. Patodia Nagar, 5/345, Para Road, Kanjikode East P.O, Palakkad, Kerala – 678 621.	2. S.F No.190 and 191, Tirupur Road, Ponneri, Udumalpet, Tamil Nadu
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### IX. Address for correspondence: -

Investor Correspondence: -		
For transmission / transposition / dematerialization of shares, payment of dividend on shares and any other query relating to the shares of the Company	(a)	For shares held in Physical Form: - M/s Integrated Registry Management Service Private Ltd, 2nd Floor, Kences Towers, No 1, Ramakrishna Street, T Nagar, Chennai 600 017 Tel: 044 28140801-803 E-Mail : <a href="mailto:corpserv@integratedindia.in">corpserv@integratedindia.in</a>
	(b)	For share held on Demat form: - To the Depository Participants
Any query on Annual Report		Secretarial Department PATSPIN INDIA LIMITED 3rd Floor, Palal Towers, M G Road, Ravipuram, Ernakulam, Kochi – 682 016 E-Mail: <a href="mailto:cs@patspin.com">cs@patspin.com</a>

### X. Compliance Certificate from the Practicing Company Secretary

The Practicing Company Secretary have certified that the Company has complied with the conditions of Corporate Governance as stipulated in the SEBI (LODR) Regulations, 2015 and the same is annexed to this Report.

## DECLARATIONS

### Compliance with the Code of Business Conduct and Ethics

As provided under Regulation 26(3) of SEBI (LODR) Regulations, 2015, all Board Members and Senior Management Personnel have affirmed compliance with Patspin India Limited Code of Business Conducts and Ethics for the year ended 31st March 2021

Place: Kochi  
Date : 14.08.2021

For Patspin India Limited  
**Umang Patodia**  
Managing Director  
(DIN00003588)

## REPORT ON CORPORATE GOVERNANCE (Contd...)

### CEO/ CFO CERTIFICATION

We the undersigned, in our respective capacities as Managing Director and Chief Financial Officer of PATSPIN INDIA LIMITED (the Company) to the best of our knowledge and belief certify that

- a) We have reviewed financial statements and the cash flow statement for the year ended 31st March 2021 and that to the best of our knowledge and belief, we state that:
- these statements do not contain any materially untrue statement or omit any material fact or contain statements that might be misleading;
  - these statements together present a true and fair view of the listed entity's affairs and are in compliance with existing accounting standards, applicable laws and regulations.
- b) We further state that to the best of our knowledge and belief, no transactions entered in to by the Company during the year, which are fraudulent, illegal, or violation of the Company's Code of Conduct.
- c) We are responsible for establishing and maintaining internal controls for financial reporting and that we have evaluated the effectiveness of internal control systems of the company pertaining to financial reporting of the company and have disclosed to the Auditors and the Audit Committee, deficiencies in the design or operation of internal controls, if any, of which we are aware and the steps we have taken or propose to take to rectify these deficiencies
- d) We have indicated to the Auditors and the Audit committee
- significant changes, if any, in internal control over financial reporting during the year;
  - significant changes, if any, in accounting policies during the year and that the same have been disclosed in the notes to the financial statements; and
  - instances of significant fraud of which they have become aware and the involvement therein, if any, of the management or an employee having a significant role in the company's internal control systems over financial reporting.

For Patspin India Limited

**Umang Patodia**

Managing Director

(DIN00003588)

For Patspin India Limited

**Ravindran T**

Chief Financial Officer

Place: Kochi

Date: 14.08.2021

### CERTIFICATE

Based on my verification of books, papers, forms and returns filed and other records maintained by Patspin India Limited ("The Company"), and also the information provided by its officers, agents and authorized representatives during the conduct of secretarial audit of the Company, I hereby certify that none of the Directors on the Board of the Company have been debarred or disqualified from being appointed or continuing as Directors of companies by the Securities Exchange Board of India, Ministry of Corporate Affairs or any such authority as on 31st March, 2021.

Place: Coimbatore

Date: 14.8.2021

**MRL Narasimha**

Practicing Company Secretary

MNo 2851 CP No:799

UDIN: F002851C000785380



## REPORT ON CORPORATE GOVERNANCE (Contd...)

### Certificate on Corporate Governance for the year ended 31.3.2021

To,  
The Members of Patspin India Limited.

I have examined the compliance conditions of corporate governance by M/s. Patspin India Limited ("the Company") for the financial year ended 31st March 2021 as stipulated under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

The compliance of conditions of corporate governance is the responsibility of the management. My examination was limited to a review of the procedures and implementations thereof adopted by the company for ensuring compliance with the conditions of corporate governance as stipulated under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. It is neither an audit nor an expression of opinion on the financial statements of the company.

In my opinion and to the best of my information and according to the explanation given to me and based on the representations made by the directors and management, I certify that the company has complied with the conditions of corporate governance as stipulated under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

I further state that such compliance is neither an assurance as to the future viability of the company nor of the efficiency or effectiveness with which the management has conducted the affairs of the company.

Place: Coimbatore

Date: 14.8.2021

**MRL Narasimha**

Practicing Company Secretary

MNo 2851 CP No:799

UDIN F002851C000785105