

ANNEXURE I

Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity - **Chennai Petroleum Corporation Limited**
 2. Quarter ending - **31-Dec-2018**

i. Composition Of Board Of Director

T i t l e (M r . / M s)	Name of the Director	DI N	P A N	Cate gory (Chai rpers on /Execu tive/No n- Execut ive/ Indepe ndent/ Nomin ee)	S u b C a t e g o r y	Dat e o f App oint me nt	Dat e o f ces sati on	T e n u r e	No o f Dir ect ors hip in list ed enti ties incl uding this list ed enti ty	No o f me mb ers hip in Au dit/ Sta keh old er Co mm itte e(s) incl uding this list ed enti ty	No o f post of Chai rper son in Audi t/ Stak ehol der Co mmi ttee held in liste d entiti es incl uding this liste d entit y	Me mbe rshi p in Co mmi ttee s of the Co mpa ny	Remarks
Mr .	Sanjiv Singh	0 5 2 8 0 7 0 1	AA NP S13 90 Q	C & NED		03- Jul- 2014			2	0	0	NA	NIL
Mr s.	PERIN DEVI	0 7 1 4 5 0 5 1	AA NP R6 232 N	NED		24- Nov- 2017			2	5	0	AC,SC ,NRC	NIL
Mr	Mrutunjay	0	AE	ID		23-		3	1	0	2	AC,N	NIL

.	Sahoo	0 0 1 5 7 1 5	AP S69 48 B			Feb- 2017		6				RC	
Mr	P B Lohiya	0 7 7 4 1 4 6 3	AA MP L0 637 L	ID		23- Feb- 2017		3 6	1	2	1	AC,SC ,NRC	NIL
Mr	M B Dakhili	0 7 7 0 4 3 6 7	AB CD E1 234 I	NED		23- Jan- 2017			2	2	0	NA	Nominee of NICO (One of the Promoters)
Mr	Farzad Bahrami	0 5 3 5 2 2 3 9	AB CD F12 33I	NED		23- Feb- 2017			2	1	0	SC	Nominee of NICO (One of the Promoters)
Mr	S.N.PANDEY	0 8 0 6 2 1 8 2	AG NP P39 55 A	ED	C E O - M D	01- Feb- 2018			1	0	0	NA	
Mr	G.ARAVINDA N	0 7 9 9 2 8 8 6	AA AP A3 960 B	ED		30- Jan- 2018			1	0	0	NA	
Mr	B.V.RAMA GOPAL	0 7 5	AA HP B5	NED		05- Apr- 2018			2	1	0	NRC	

		5 1 7 7 7	232 E										
Mr .	RAJEEV AILAWADI	0 7 8 2 6 7 2 2	AA CP A3 718 K	ED		08- May- 2018		1	1	0		SC	
Mr .	R.SRIKANTHA N	0 8 1 9 8 4 7 0	AA LP S52 23J	ED		13- Aug- 2018		1	1	0		SC	
Mr .	D.DURAIGAN ESAN	0 8 2 0 0 6 2 8	EU OP D5 371 P	ID		14- Aug- 2018		3 6	1	0	0		

Company Remarks	
Whether Permanent chairperson appointed	Yes

ii. Composition of Committees

a. Audit Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	Mrutunjay Sahoo	ID	Chairperson	23-Feb-2017	
2	P B Lohiya	ID	Member	23-Feb-2017	
3	PERIN DEVI	NED	Member	24-Nov-2017	

Company Remarks	
Whether Permanent chairperson appointed	Yes

b. Stakeholders Relationship Committee

Sr.	Name of the Director	Category	Chairperson/Membership	Appointment	Cessation Date
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No.				Date	
1	R.SRIKANTHAN	ED	Member	13-Aug-2018	
2	RAJEEV AILAWADI	ED	Member	08-May-2018	
3	P B Lohiya	ID	Chairperson	23-Feb-2017	
4	Farzad Bahrami	NED	Member	23-Feb-2017	
5	PERIN DEVI	NED	Member	24-Nov-2017	

Company Remarks	
Whether Permanent chairperson appointed	Yes

c. Risk Management Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
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Company Remarks	
Whether Permanent chairperson appointed	

d. Nomination and Remuneration Committee

Sr. No.	Name of the Director	Category	Chairperson/Membership	Appointment Date	Cessation Date
1	PERIN DEVI	NED	Member	24-Nov-2017	
2	P B Lohiya	ID	Member	23-Feb-2017	
3	Mrutunjay Sahoo	ID	Chairperson	23-Feb-2017	
4	B.V.RAMA GOPAL	NED	Member	05-Apr-2018	

Company Remarks	
Whether Permanent chairperson appointed	Yes

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
30-Jul-2018	29-Oct-2018
24-Aug-2018	

Company Remarks	
Maximum gap between any two consecutive (in number of days)	65

iv. Meeting of Committees

Name of the Committee	Date(s) of meeting during of the committee in the previous quarter	Date(s) of meeting of the committee in the relevant quarter	Requirement of Quorum met (details)	Whether requirement of Quorum met (Yes/No)
Stakeholders Relationship Committee	30-Jul-2018		5	Yes

Nomination & Remuneration Committee		29-Oct-2018	3	Yes
Audit Committee	24-Aug-2018	29-Oct-2018	3	Yes
Audit Committee	30-Jul-2018		2	No

Company Remarks	
Maximum gap between any two consecutive (in number of days) [Only for Audit Committee]	65

v. **Related Party Transactions**

Subject	Compliance status (Yes/No/NA)	Remark
Whether prior approval of audit committee obtained	Yes	
Whether shareholder approval obtained for material RPT	Not Applicable	
Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes	

Disclosure of notes on related party transactions and Disclosure of notes of material related party transactions	
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VI. **Affirmations**

1. The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015. - **No**
2. The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015
 - a. Audit Committee - **Yes**
 - b. Nomination & remuneration committee - **Yes**
 - c. Stakeholders relationship committee - **Yes**
 - d. Risk management committee (applicable to the top 100 listed entities) - **Not applicable**
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. - **Yes**
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.- **Yes**
5. a. This report and/or the report submitted in the previous quarter has been placed before Board of Directors. - **Yes**
b. Any comments/observations/advice of Board of Directors may be mentioned here:

The strength of the Board of CPCL was 12 Directors as on 31st December, 2018. CPCL has not been able to comply with the requirement of 50% Independent Directors, on its Board. Being a Government Company under the administrative control of the Ministry of Petroleum & Natural Gas, the Directors are nominated by the Government of India. The Government of India is in the process of appointing additional Independent Directors. The matter is being pursued by CPCL.

Name : **P.SHANKAR**
Designation : **Company Secretary & Compliance Officer**