

**Harvatex Engineering and Processing Co. Ltd.**

Admin. Office: 9/14, (First Floor) East Patel Nagar, New Delhi – 110008

Website: www.hepcl.co.in/Email: satishagarwal307@yahoo.com

CIN: L28939WB1982PLC035023

**The President**  
**Kolkata Stock Exchange Ltd**  
 7- Lyons Range  
 Kolkata – 700001

Date: April 12, 2018

Ref	CSE Scrip Code: 18099 & 10018099
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**Sub:** Submission of Compliance Report on Corporate Governance under Regulation 27(2) of SEBI (Listing obligations & Disclosure Requirements) Regulations 2015 for Quarter and Financial Year ended on March 31, 2018.

Dear Sir,

Pursuant to the requirement of Regulation 27(2) of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015, read with other applicable provisions if any, please find enclosed herewith following Compliance Report(s) on Corporate Governance:

1. Compliance Report on Corporate Governance for the Quarter ended on March 31, 2018(**Annexure-I**).
2. Compliance Report on Corporate Governance for the Financial Year ended on March 31, 2018(**Annexure-II**).

Please acknowledge receipt.

Yours faithfully

**For Harvatex Engineering & Processing Co. Ltd.**  
 For Harvatex Engineering & Processing Co. Ltd.

*Rajat Kumar*  
 Director/Authorised Signatory

Rajat Kumar  
 (Director)



- Encl: 1. Annexure I- Compliance Report on Corporate Governance for Quarter ended on March 31, 2018.  
 2. Annexure II- Compliance Report on Corporate Governance for FY ended on March 31, 2018.

**Compliance Report on Corporate Governance under Regulation 27(2) of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015**

1. Name of Listed Entity: **Harvatex Engineering and Processing Co. Ltd.**  
 2. Quarter ending: **31-Mar-18**

**I. Composition of Board of Directors**

Title (Mr. / Ms)	Name of the Director	PAN & DIN	Category (Chairperson/Executive/Non-Executive/independent/Nominee) <sup>5</sup>	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)	Number 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 held in listed entities including this
Mr.	Rajat Kumar	PAN: AVGPK3223Q DIN: 06535125	Non-Executive Director	5/14/2013	NA	2	3	0
Ms.	Shikha	PAN: DXTPS9799M DIN: 06535363	Executive Director	25-09-2015*	N/A	1	2	0
Mr.	Jagbir Singh	PAN: EVJPS7454G DIN: 06553628	Whole Time Director	24-03-2015**	N/A	1	0	0
Mr.	Chandra Prakash Dugar	PAN: ADWPD7128B DIN: 02181933	Independent Director	4/1/2013	60 Months	1	3	3

\* Ms. Shikha was originally appointed as Additional Director on 24/03/2015 and appointment as Executive Director w.e.f 24/03/2015 was approved by shareholders in AGM held on 25/09/2015.

\*\* Mr Jagbir Singh was originally

**II. Composition of Committees**

Name of Committee	Name of Committee members	Category (Chairperson/Executive/Non-Executive/independent/Nominee)
1. Audit Committee	1. Ms. Shikha 2. Mr. Rajat Kumar 3. Mr. Chandra Prakash Dugar	Executive Executive Independent
2. Nomination & Remuneration Committee	1. Ms. Shikha 2. Mr. Rajat Kumar 3. Mr. Chandra Prakash Dugar	Executive Non-Executive Independent
3. Risk Management Committee(if applicable)	NA	
4. Stakeholders Relationship Committee	1. Mr. Rajat 2. Mr. Chandra	Executive Independent

**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 (in number of days)
11/6/2017	2/5/2018	90 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
2/5/2018	Yes, all the members were present at the meeting	11/6/2017	90 days

**V. Related Party Transactions**

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

**VI. Affirmations**

- 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 (applicable to the top 100 listed entities)
- The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 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. Any comments/observations/advice of Board of Directors may be mentioned here:

For Harvatex Engineering & Processing Co. Ltd.  
 For Harvatex Engineering & Processing Co. Ltd.

Rajat Kumar  
 (Director)  
 Director/Authorised Signatory

Date: 10/04/2018  
 Place: New Delhi

Director)

## Compliance Report on Corporate Governance under Regulation 27(2) of SEBI (LODR) Regulations 2015 for the Financial Year ended on March 31, 2018

Name of the Entity : **Harvatex Engineering and Processing Co. Ltd.**  
 Financial Year ended on: **31-Mar-18**

## I. Disclosure on website in terms of Listing Regulations

Item	Compliance status
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
Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'	16(1)(b) & 25(6)	Yes
Board composition	17(1)	Yes
Meeting of Board of directors	17(2)	Yes
Review of Compliance Reports	17(3)	Yes
Plans for orderly succession for appointments	17(4)	Yes
Code of Conduct	17(5)	Yes
Remuneration/compensation	17(6)	Yes
Minimum Information	17(7)	Yes
Compliance Certificate	17(8)	Yes
Risk Assessment & Management	17(9)	Yes
Performance Evaluation of Independent Directors	17(10)	Yes
Composition of Audit Committee	18(1)	Yes
Meeting of Audit Committee	18(2)	Yes
Composition of nomination & remuneration committee	19(1) & (2)	Yes
Composition of Stakeholder Relationship Committee	20(1) & (2)	Yes
Composition and role of risk management committee	21(1),(2),(3),(4)	NA
Vigil Mechanism	22	Yes
Policy for related party Transaction	23(1),(5),(6),(7) & (8)	Yes
Prior or Omnibus approval of Audit Committee for all related party transactions	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

## Note

1. In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/NA. 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 "NA" may be indicated.

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

3. If the Listed Entity would like to provide any other information the same may be indicated here.

## III Affirmations:

The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied. -NA

For Harvatex Engineering and Processing Co. Ltd.  
 For Harvatex Engineering & Processing Co. Ltd.

*Rajat Kumar*  
 Director/Authorised Signatory

Rajat Kumar  
 Director

Date: 10/04/2018  
 Place: New Delhi