## ANNEXURE I

# Format to be submitted by listed entity on quarterly basis

1. Name of Listed Entity: Infosys Limited 2. Quarter ending: March 31, 2016

I. Composition of Board of Directors

	Sition of Board of Di		101	I 5	1 -	1		
Title (Mr. / Ms)	Name of the Director	PAN & DIN	Category (Chairperson /Executive/N on- Executive/in dependent/N ominee) &	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 listed entity (Refer Regulation 26(1) of Listing Regulations)
Ms.	Roopa Kudva	AETPK7710A & 00001766	Independent	04/02/2015	1 year and 1 month	1	-	1
Mr.	R. Seshasayee	AABPS1498R & 00047985	Non- Executive Chairperson/ Independent	01/04/2014	2 Years	3	2	-
Prof.	Jeffrey S. Lehman	00092981	Independent	01/04/2014	2 Years	1	1	1
Ms.	Kiran Mazumdar- Shaw	ACMPM8240N & 00347229	Independent	10/01/2014	2 Years and 2 months	4	1	-
Mr.	Ravi Venkatesan	AAIPV3250D & 00621398	Independent	01/04/2014	2 Years	2	2	-
Mr.	U.B. Pravin Rao	ACEPR2248H & 06782450	Executive	10/01/2014	2 Years and 2 months	1	-	-
Dr.	Dr. Vishal Sikka	FYGPS4275G & 06897177	Executive	14/06/2014	1 Year and 9 Months	1	-	-
Prof.	John Etchemendy	07029756	Independent	04/12/2014	1 Year and 3 months	1	1	-
Ms.	Dr. Punita Kumar- Sinha	DAXPS7631M & 05229262	Independent	14/01/2016	2 Months	6	1	-

Note: 1. R Seshasayee, Prof. Jeffrey S. Lehman and Ravi Venkatesan were appointed on the Board before the new Companies Act, 2013 was notified. Ministry of Corporate Affairs, Government of India, by a notification, had clarified that if a company intends to appoint existing independent directors as independent directors under the Act, such appointment must be made expressly within one year from April 1, 2014. The Company complied with the provisions of the Companies Act, 2013 and the notification of the Ministry of Corporate Affairs and appointed the above directors in accordance with Section 149(10) and (13) and other relevant provisions of the Companies Act, 2013.

2. Jeffrey S. Lehman and John Etchemendy are foreign nationals, hence they do not have PAN details.

## **II. Composition of Committees**

Name of Committee	Name of Committee members	Category	Category	
		(Chairperson/Executive/Non-	(Chairperson/Executive/Non-Executive/independent/	
		Executive/independent/Nomine	Nominee) \$	
		e)\$		
Audit Committee	Roopa Kudva		Independent / Chairperson	
	R. Seshasayee		Independent	
	Prof. Jeffrey S. Lehman		Independent	
	Ravi Venkatesan		Independent	
2. Nomination & Remuneration	Prof. Jeffrey S. Lehman		Independent / Chairperson	
Committee	R. Seshasayee		Independent	
	Prof. John W. Etchemendy			
	Kiran Mazumdar-Shaw		Independent	
Risk and Strategy	Ravi Venkatesan		Independent / Chairperson	
Committee	R. Seshasayee		Independent	
	Kiran Mazumdar-Shaw		Independent	
	Roopa Kudva		Independent	
	Prof. John W. Etchemendy		Independent	
4. Stakeholders Relationship	Prof. Jeffrey S. Lehman		Independent / Chairperson	
Committee'	Ravi Venkatesan		Independent	
	Prof. John W. Etchemendy		Independent	
5. Finance and Investment	Roopa Kudva		Independent / Chairperson	
Committee	Ravi Venkatesan		Independent	
	Kiran Mazumdar-Shaw		Independent	
	Prof. John W. Etchemendy		Independent	
6. Corporate Social	R. Seshasayee		Independent / Chairperson	
Responsibility Committee	Kiran Mazumdar-Shaw		Independent	
	Dr. Vishal Sikka		Executive	

\$Category of directors means executive/non-executive/independent/Nominee. if a director fits into more than one category write all categories separating them with hyphen

III. Meeting of Board of Directors						
Date(s) of Meeting (if any) in the previous quarter	Date(s) of Meeting (if any) in the relevant quarter		Maximum gap between any two consecutive (in number of days)			
12/10/2015 and 19/10/2015	14/01/2016 and 24/02/2016		40 days			
IV. Meeting of Committees	<u> </u>	<u> </u>				
Date(s) of meeting of the committee in the relevant quarter	Whether requirement of Quorum met (details)	Date(s) of meeting of the committee previous quarter	in the  Maximum gap between any two consecutive meetings in number of days'			
13/01/2016 – Audit Committee Meeting	Yes	11/10/2015	93 days			
13/01/2016 and 24/02/2016 - Nomination and remuneration committee	Yes	11/10/2015	93 days			
13/01/2016 - Stakeholders Relationship Committee	Yes	12/10/2015	92 days			
13/01/2016 - Risk Management Committee	Yes	11/10/2015	93 days			
15/01/2016 - Corporate Social Responsibility Committee	Yes	11/10/2015	95 days			
13/01/2016 – Finance and Investment Committee	Yes	11/10/2015	93 days			

## V. Related Party Transactions

Subject	Compliance status (Yes/No/NA)refer note below
Whether prior approval of audit committee obtained	Yes
Whether shareholder approval obtained for material RPT	NA
Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes

#### Note

- 1. In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- 2. If status is "No" details of non-compliance may be given here.

#### VI. Affirmations

- 1. The composition of Board of Directors is in terms of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. Yes
- 2. The composition of the following committees is in terms of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. Yes
  - a. Audit Committee
  - b. Nomination & remuneration committee
  - c. Stakeholders relationship committee
  - d. Risk management committee (applicable to the top 100 listed entities)
- 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. This report and 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: This report was placed before the Board in their meeting held on April 15, 2016. The Board had no comments on the same.

Name: A G S Manikantha

**Designation: Company Secretary** 

**Note:** Information at Table I and II above need to be necessarily given in 1st quarter of each financial year. However if there is no change of information in subsequent quarter(s) of that financial year, this information may not be given by Listed entity and instead a statement "same as previous quarter" may be given.

# Format to be submitted by listed entity at the end of the financial year (for the whole of financial year)

Name of Listed Entity: Infosys Limited
 Financial year ending: March 31, 2016

Item	Compliance status (Yes/No/NA)refer note below
Details of business	Yes
Terms and conditions of appointment of independent directors	Yes
Composition of various committees of board of directors	Yes
Code of conduct of board of directors and senior management personnel	Yes
Details of establishment of vigil mechanism/ Whistle Blower policy	Yes
Criteria of making payments to non-executive directors	Yes
Policy on dealing with related party transactions	Yes
Policy for determining 'material' subsidiaries	Yes
Details of familiarization programmes imparted to independent directors	Yes
Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances	Yes
email address for grievance redressal and other relevant details	Yes
Financial results	Yes
Shareholding pattern	Yes
Details of agreements entered into with the media companies and/or their Associates	NA
New name and the old name of the listed entity	NA

## **II Annual Affirmations**

Particulars	Regulation Number	Compliance status (Yes/No/NA)refer note below	
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	
Fees/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)	Yes	
Vigil Mechanism	22	Yes	
Policy for related party Transaction	23(1),(5),(6),(7) & (8)	Yes	

Prior or Omnibus approval of Audit	23(2), (3)	Yes
Committee for all related party transactions		
Approval for material related party	23(4)	NA
transactions		
Composition of Board of Directors of	24(1)	Yes*
unlisted material Subsidiary		
Other Corporate Governance requirements	24(2),(3),(4),(5) & (6)	Yes
with respect to subsidiary of listed entity		
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	26(3)	Yes
conduct from members of Board of		
Directors and Senior management		
personnel		
Disclosure of Shareholding by Non-	26(4)	Yes
Executive Directors		
Policy with respect to Obligations of	26(2) & 26(5)	Yes
directors and senior management		
		-

### Note

- 1 In the column "Compliance Status", compliance or non-compliance may be indicated by Yes/No/N.A.. For example, if the Board has been composed in accordance with the requirements of Listing Regulations, "Yes" may be indicated. Similarly, in case the Listed Entity has no related party transactions, the words "N.A." may be indicated.
- 2 If status is "No" details of non-compliance may be given here.
- 3 If the Listed Entity would like to provide any other information the same may be indicated here.
  \*The Company does not have unlisted material subsidiary.

## **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. - Yes

Name: A G S Manikantha

**Designation: Company Secretary**