## ANNEXURE I

# Format to be submitted by listed entity on quarterly basis

Name of Listed Entity: Infosys Limited
 Quarter ending: March 31, 2017

I. Composition of Board of Directors

I. Composition of Board		1			1	1
Name of the Director	Category (Chairperson/Executive/No n- Executive/independent/No minee)	Date of Appointment in the current term /cessation	Tenure	No of Directorship in listed entities including this listed entity	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity	No of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity
Roopa Kudva	Independent	04/02/2015	2 years	1	-	1
R. Seshasayee	Non-Executive Chairperson/Independent	01/04/2014	3 years	3	2	-
Prof. Jeffrey S. Lehman	Independent	14/04/2016	11 months	1	1	1
Kiran Mazumdar-Shaw	Independent	10/01/2014	3 years and 2 months	5	-	-
Ravi Venkatesan	Independent	01/04/2014	3 Years	2	2	-
U.B. Pravin Rao	Executive	10/01/2014	3 years and 2 months	1	-	-
Dr. Vishal Sikka	Executive	01/04/2016	1 Year	1	-	-
Prof. John Etchemendy	Independent	04/12/2014	2 years and 3 months	1	1	-
Dr. Punita Kumar-Sinha	Independent	14/01/2016	1 year and 2 months	6	1	1
D.N. Prahlad	Independent	14/10/2016	5 Months	1	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. Prof. Jeffrey S Lehman was re-appointed as Independent Director with effect from April 14, 2016, Dr. Vishal Sikka was reappointed as Managing Director and CEO with effect from April 1, 2016 by members vide their postal ballot which concluded on March 31, 2016.
- 3. 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/Nomine	Executive/independent/ Nominee)
	e) \$	·
1. 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	Independent
	Kiran Mazumdar-Shaw	Independent
	D. N. Prahlad	Independent
3. Risk and Strategy Committee	Ravi Venkatesan	Independent / Chairperson
	Kiran Mazumdar-Shaw	Independent
	Roopa Kudva	Independent
	Prof. John W. Etchemendy	Independent
	Dr. Punita Kumar-Sinha	Independent
	D.N. Prahlad	Independent
4. Stakeholders Relationship	Prof. Jeffrey S. Lehman	Independent / Chairperson
Committee	Ravi Venkatesan	Independent
	Prof. John W. Etchemendy	Independent
	D.N. Prahlad	Independent
5. Finance and Investment	Dr. Punita Kumar-Sinha	Independent / Chairperson
Committee	Roopa Kudva	Independent
	Ravi Venkatesan	Independent
	Kiran Mazumdar-Shaw	Independent
	Prof. John W. Etchemendy	Independent
	· ·	

6. Corporate Social Responsibility Committee	R. Seshasayee Kiran Mazumdar-Shaw Dr. Vishal Sikka		Independent / Chairperson Independent Executive
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)
14/10/2016 & 05/12/2016	13/01/2	2017, 23/02/2017 & 09/03/2017	40 days
IV. Meeting of Committees	<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 in the previous quarter	Maximum gap between any two consecutive meetings in number of days*
12/01/2017 – Audit Committee Meeting	Yes	13/10/2016	90 days
13/01/2017 & 23/02/2017 - Nomination and Remuneration committee	Yes	13/10/2016 & 21/12/2016	41 days
12/01/2017 - Stakeholders Relationship Committee	Yes	13/10/2016	90 days
12/01/2017 & 17/03/2017 - Risk and Strategy Committee	Yes	13/10/2016	90 days
12/01/2017 - Corporate Social Yes Responsibility Committee		13/10/2016	90 days
12/01/2017 – Finance and Investment Committee	Yes	13/10/2016	90 days
* This information has to be mandato	rily be given for audit commit	ttee, for rest of the committees giving this information	tion is optional

## 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 13, 2017. The Board had no comments on the same.

Name: A G S Manikantha

**Designation: Company Secretary** 

# **ANNEXURE II**

# 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, 2017

I. Disclosure on website in terms of Listing Regulations  Item	Compliance status	
nem	Compliance status (Yes/No/NA) refer note below	
Details of business		Yes
Terms and conditions of appointment of independent director	rs	Yes
Composition of various committees of board of directors		Yes
Code of conduct of board of directors and senior manageme		Yes
Details of establishment of vigil mechanism/ Whistle Blower p	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 independe	Yes	
Contact information of the designated officials of the listed er	ntity who are	Yes
responsible for assisting and handling investor grievances		
Email address for grievance redressal and other relevant det	Yes	
Financial results	Yes	
Shareholding pattern	Yes	
Details of agreements entered into with the media companies	NA	
Associates		
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	16(1)(b) & 25(6)	Yes
appointed in terms of specified criteria of 'independence' and/or 'eligibility'		
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	17(4)	Yes
appointments		
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	17(10)	Yes
Directors		
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	20(1) & (2)	Yes
Committee		
Composition and role of Risk management	21(1),(2),(3),(4)	Yes
committee		
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 conduct from	26(3)	Yes
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**