# <u>Ouarterly Compliance Report on Corporate Governance</u> (Pursuant to Regulation 27(2) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015

Name of the listed entity: Tata Consultancy Services Limited

Quarter Ending: September 30, 2020

I. Con	I. Composition of Board of Directors													
Title (Mr. /Ms.)	Name of the director	PAN <sup>\$</sup> /DIN	Category (Chairperson/ Executive/Non- executive/ Independent/ Nominee)&	Initial Date of Appointment	Date of Reappointment	Date of cessation	Tenure*	Date of Birth	Whether special resolution passed? [In reference to Regulation 17(1A)]	Date of passing special resolution	No. of directorship in listed entities including this listed entity [In reference to Regulation 17A(1)]	listed entity [in reference to	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)
Mr.	N. Chandrasekaran	00121863	Chairman – Non- Independent- Non-Executive	21-Feb-17	-	-	-	2-Jun-63	NA	-	6	0	0	0
Mr.	Rajesh Gopinathan	06365813	Chief Executive Officer and Managing Director - Executive	21-Feb-17	-	-	-	13-Aug-71	NA	-	1	0	1	0
Mr.	N. Ganapathy Subramaniam	07006215	Chief Operating Officer and Executive Director- Executive	21-Feb-17	-	-	-	20-May-59	NA	-	2	0	0	0
Mr.	Om Prakash Bhatt	00548091	Independent – Non-Executive	27-Jun-14	27-Jun-19	-	8 years and 6 months	7-Mar-51	NA	-	4	4	5	2
Ms.	Aarthi Subramanian	07121802	Non-Independent- Non-Executive	17-Aug-17	-	-	-	26-Jun-67	NA	-	1	0	2	1
Dr.	Pradeep Kumar Khosla	03611983	Independent – Non-Executive	11-Jan-18	-	-	2 years and 8 months	13-Mar-57	NA	-	1	1	2	1

I. Com	I. Composition of Board of Directors													
Title (Mr. /Ms.)	Name of the director	PAN <sup>\$</sup> /DIN	Category (Chairperson/ Executive/Non- executive/ Independent/ Nominee)&	Initial Date of Appointment		Date of cessation	Tenure*	Date of Birth	Whether special resolution passed? [In reference to Regulation 17(1A)]	Date of passing special resolution	No. of directorship in listed entities including this listed entity [In reference to Regulation 17A(1)]	No of Independent Directorships in Listed entities including this listed entity [in reference to proviso to regulation 17A(1)]	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.	Hanne Birgitte Breinbjerg Sorensen	08035439	Independent – Non-Executive	18-Dec-18	-	-	1 year and 10 months	18-Sep-65	NA	-	2	2	3	0
Mr.	Keki Minoo Mistry	00008886	Independent – Non-Executive	18-Dec-18	-	-	1 year and 10 months	7-Nov-54	NA	-	5	2	7	2
Mr.	Daniel Hughes Callahan	08326836	Independent – Non-Executive	10-Jan-19	-	-	1 year and 9 months	16-May-56	NA	-	1	1	1	0

Whether Regular Chairperson appointed: Yes

Whether Chairperson is related to managing director or CEO: No

Note: While calculating directorships in listed entities, only directorships in equity listed companies has been considered.

<sup>§</sup>PAN of any director would not be displayed on the website of Stock Exchange

<sup>&</sup>amp;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.

<sup>\*</sup>To be filled only for Independent Director. Tenure would mean total period from which Independent director is serving on Board of directors of the listed entity in continuity without any cooling off period.

Name of Committee	Whether regular Chairperson appointed	Name of Committee members	Category (Chairperson/ Executive/Non-Executive/ Independent/ Nominee) &	Date of Appointment	Date of Cessation
1. Audit Committee	Yes	Mr. Keki Minoo Mistry	Chairman - Independent, Non-Executive	12-Apr-19	-
		Mr. Om Prakash Bhatt	Independent – Non-Executive	23-Apr-12	_
		Ms. Aarthi Subramanian	Non-Independent – Non-Executive	12-Oct-17	-
		Dr. Pradeep Kumar Khosla	Independent – Non-Executive	10-Jan-19	-
		Ms. Hanne Birgitte Breinbjerg Sorensen	Independent – Non-Executive	12-Apr-19	
		Mr. Daniel Hughes Callahan	Independent – Non-Executive	12-Apr-19	-
2. Nomination & Remuneration Committee	Yes	Mr. Om Prakash Bhatt	Chairman - Independent, Non-Executive	11-Oct-18	-
		Mr. N. Chandrasekaran	Non-Independent – Non-Executive	20-Feb-17	-
		Ms. Aarthi Subramanian	Non-Independent – Non-Executive	12-Apr-19	-
		Ms. Hanne Birgitte Breinbjerg Sorensen	Independent – Non-Executive	12-Apr-19	-
2 D: 1 M	***	M K I M M			
3.Risk Management Committee	Yes	Mr. Keki Minoo Mistry	Chairman - Independent, Non-Executive	12-Apr-19	-
		Mr. Rajesh Gopinathan	Executive Director	16-Oct-14	-
		Mr. N. Ganapathy Subramaniam	Executive Director	12-Apr-19	-
		Mr. Daniel Hughes Callahan	Independent – Non-Executive	12-Apr-19	-
		Mr. Ramakrishnan V.	Chief Financial Officer	13-Jul-17	-
4.Stakeholders' Relationship Committee	Yes	Dr. Pradeep Kumar Khosla	Chairman - Independent, Non-Executive	10-Jan-19	-
		Mr. Rajesh Gopinathan	Executive Director	10-Mar-17	-
		Mr. Keki Minoo Mistry	Independent – Non-Executive	12-Apr-19	_

<sup>&</sup>amp;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 Maximum gap between any two consecutive Date(s) of Meeting (if any) in the Whether requirement of Number of Directors Number of Independent Date(s) of Meeting (if any) in the meetings previous quarter relevant quarter Quorum Met\* Present\* Directors present\* (in number of days) April 16, 2020 Yes April 16, 2020 to July 9, 2020 83 days July 9, 2020 9 Yes 5 September 29, 2020 Yes 9 5

\*Details pertaining to attendance of Directors and Independent Directors are for current quarter Meetings

## **IV.** Meeting of Committees

Name of the Committees	Date(s) of meeting of the committee in the relevant quarter  Whether requirement of Quorum Met (details)*		Number of Directors present*	Number of Independent Directors present*	Date(s) of meeting of the committee in the previous quarter	Maximum gap between any two consecutive meetings in number of days*	
Audit Committee	July 9, 2020	Yes	6	5	April 16, 2020	April 16, 2020 to July 9, 2020 83 days	
Nomination & Remuneration Committee:	No meeting held	-	-	-	April 16, 2020	-	
Risk Management Committee	July 3, 2020	Yes	4	2	April 6, 2020	-	
Stakeholders' Relationship Committee	July 14, 2020	Yes	3	2	-	-	

<sup>\*</sup>This information has to be mandatorily be given for audit committee, for rest of the committees giving this information is optional.

<sup>\*\*</sup>to be filled in only for the current quarter meetings

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 transaction, 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
- 2. The composition of the following committees is in terms of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015
- a. Audit Committee
- b. Nomination & Remuneration Committee
- c. Stakeholders Relationship Committee
- d. Risk Management Committee (applicable to the top 500 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
- 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
- 5. This report and/or the report submitted in the previous quarter has been placed before Board of Directors.
- 6. Any comments/ observations/ advice of Board of Directors may be mentioned here: NIL

The Corporate Governance Report for the quarter ended June 30, 2020 was placed before the Board at its meeting held on July 9, 2020. The Corporate Governance Report for the quarter and half year ended September 30, 2020 shall be placed before the Board at its meeting to be held on October 7, 2020.

### For Tata Consultancy Services Limited

Rajendra Moholkar Company Secretary

Tata Consultancy Services Limited  Corporate Governance Report to be submitted at the end of 6 months after the end of financial year for the period ended September 30, 2020							
Name of the listed entity:	Tata Consultancy Services Limited						
Period:	April 1, 2020 to September 30, 2020						
Affirmations							
Broad heading	Regulation Number	Compliance Status (Yes/ No/ NA) <sup>refer note below</sup>					
Copy of the annual report including balance sheet, profit and loss account, directors report, corporate governance report, business responsibility report displayed on website	46(2)	Yes					
Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	Yes					
Presence of Chairperson of the nomination and remuneration committee at the Annual General Meeting	19(3)	Yes					
Presence of Chairperson of Stakeholders relationship Committee at the Annual General Meeting	20(3)	Yes					
Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with para C of Schedule V	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 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.

## For Tata Consultancy Services Limited

Rajendra Moholkar **Company Secretary**