# Corporate Governance Report (Revised)

1. Name of Listed Entity : HCL Technologies Limited

2. Quarter ending : September 30, 2017

| ١.                         | Composition of Bo        | ard of Directors                 |   |  |                      |  |  |   |
|----------------------------|--------------------------|----------------------------------|---|--|----------------------|--|--|---|
| Title<br>(Mr.<br>/<br>Ms.) | Name of the<br>Director  | PAN\$ & DIN \$                   | Category<br>(Chairperson<br>/Executive/<br>Non-Executive/<br>Independent/<br>Nominee) & | Date of<br>Appointme<br>nt in the<br>current<br>term<br>/cessation | Tenure*              | No of<br>Directorship<br>in listed<br>entities<br>including this<br>listed entity<br>(Refer<br>Regulation<br>25(1) of<br>Listing<br>Regulations) | Number of<br>memberships in<br>Audit/<br>Stakeholder<br>Committee(s)<br>including this<br>listed entity (Refer<br>Regulation 26(1)<br>of Listing<br>Regulations) | No of post of<br><b>Chairperson</b> in Audit/<br>Stakeholder<br>Committee held in<br>listed entities<br>including this listed<br>entity (Refer<br>Regulation 26(1) of<br>Listing Regulations) |
| Mr.                        | Shiv Nadar               | PAN- ACIPN3308A<br>DIN- 00015850 | Chairman,<br>Executive  | 01-Feb-17  | NA                   | 1  | 1  | -   |
| Mr.                        | Deepak Kapoor            | PAN- AAGPK9418C<br>DIN- 00162957 | Independent   | 26-July-17   | 3 months             | 2  | -  | -   |
| Mr.                        | Keki Mistry              | PAN-AAFPM0331B<br>DIN-00008886   | Independent   | 04-Dec-14  | 2 years 10<br>months | 6 <b>π</b>   | 9  | 5   |
| Ms.                        | Nishi Vasudeva           | PAN-AACPV8566A<br>DIN-03016991   | Independent   | 01-Aug-16  | 1 year 2<br>months   | 2  | 2  | -   |
| Mr.                        | Ramanathan<br>Srinivasan | PAN- ABTPS6467P<br>DIN- 00575854 | Independent   | 04-Dec-14  | 2 years 10<br>months | 1  | -  | -   |
| Ms.                        | Roshni Nadar<br>Malhotra | PAN- ABRPN2760L<br>DIN- 02346621 | Non-Executive<br>Non-Independent  | 29-Jul-13  | NA                   | 1  | 1  | -   |
| Ms.                        | Robin Ann Abrams         | PAN-AHNPA4073H<br>DIN- 00030840  | Independent   | 04-Dec-14  | 2 years 10<br>months | 1  | 1  | -   |

| Dr. | Sosale Shankara   | PAN- BLVPS8193P | Independent     | 04-Dec-14 | 2 years 10 | 1 | - | - |
|-----|-------------------|-----------------|-----------------|-----------|------------|---|---|---|
|     | Sastry            | DIN-05331243    |                 |           | months     |   |   |   |
| Mr. | Subramanian       | PAN-AAAPM2924M  | Independent     | 04-Dec-14 | 2 years 10 | 2 | 5 | 3 |
|     | Madhavan          | DIN-06451889    |                 |           | months     |   |   |   |
| Mr. | Sudhindar Krishan | PAN-AARPK1528J  | Non-Executive   | 03-Nov-11 | NA         | 3 | 1 | 1 |
|     | Khanna            | DIN-01529178    | Non-Independent |           |            |   |   |   |
| Mr. | Thomas Sieber     | DIN-07311191    | Independent     | 17-Oct-15 | 2 years    | 1 | - | - |
|     |                   |                 |                 |           |            |   |   |   |

*π* Mr. Keki Mistry is an Independent Director in 3 listed companies (including HCL Technologies Limited) apart from being a Managing Director in one listed company. He is also a Non-executive, Non-Independent Director in 2 other listed companies.

**\$** Permanent Account Number (PAN) of any director would not be displayed on the website of Stock Exchange.

& 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

\* 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.

The tenure has been calculated from the date of appointment in the current term.

### II. Composition of Committees

| Name of Committee           | Name of Committee members | Category  |  |  |
|-----------------------------|---------------------------|---|--|--|
|                             |                           | (Chairperson/Executive/Non-executive/independent/Nominee) & |  |  |
| . Audit Committee           | Mr. Keki Mistry           | Independent (Chairperson)                                   |  |  |
|                             | Ms. Robin Ann Abrams      | Independent   |  |  |
|                             | Ms. Nishi Vasudeva        | Independent   |  |  |
|                             | Mr. Subramanian Madhavan  | Independent   |  |  |
| . Nomination & Remuneration | Mr. Ramanathan Srinivasan | Independent (Chairperson)                                   |  |  |
| Committee                   | Ms. Robin Ann Abrams      | Independent   |  |  |
|                             | Ms. Roshni Nadar Malhotra | Non-Independent, Non-executive                              |  |  |
|                             | Mr. Shiv Nadar            | Chairman of the Board, Executive Director                   |  |  |
| . Risk Management Committee | Mr. Keki Mistry           | Independent (Chairperson)                                   |  |  |
| (if applicable)             | Ms. Robin Ann Abrams      | Independent   |  |  |
|                             | Ms. Nishi Vasudeva        | Independent   |  |  |
|                             | Mr. Subramanian Madhavan  | Independent   |  |  |
| Stakeholders Relationship   | Mr. Subramanian Madhavan  | Independent (Chairperson)                                   |  |  |
| Committee                   | Ms. Roshni Nadar Malhotra | Non-Independent, Non-executive                              |  |  |
|                             | Mr. Shiv Nadar            | Chairman of the Board, Executive Director                   |  |  |

| rs  |   |   |
|---|---|---|
| Date(s) of Meeting (if any) in the relevant quarter   | •••   | n any two consecutive meetings<br>umber of days)  |
| <ul> <li>July 26-27, 2017</li> <li>August 9, 2017</li> <li>September 21, 2017</li> </ul>  |   | 77 days   |
| <u>                                      </u>   |   |   |
| Whether requirement of Quorum met (details)   | Date(s) of meeting<br>of the committee in<br>the previous quarter   | Maximum gap between any two<br>consecutive meetings in number<br>of days*                                     |
| Total members: 4 Independent DirectorsPresent- In Person: 3 Independent DirectorsPresent-In-Person: 2 Independent DirectorsPresent-In-Person: 2 Independent Directors | <ul> <li>April 6, 2017</li> <li>May 10, 2017</li> </ul>   | 75 days   |
| ا<br>be given for audit committee, for rest of the committees giving this in  | nformation is optional  |   |
|   |   |   |
| Subject   | Complianc   | e status (Yes/No/NA)refer note below  |
| mittee obtained   |   | Yes   |
| ned for material RPT  |   | N.A.  |
|   | <ul> <li>July 26-27, 2017</li> <li>August 9, 2017</li> <li>September 21, 2017</li> <li>Whether requirement of Quorum met (details)</li> <li><u>Total members</u> : 4 Independent Directors</li> <li><u>Present-In Person</u> : 3 Independent Directors</li> <li><u>Present-In-Person</u> : 2 Independent Directors</li> <li><u>Present-In-Person</u> : 2 Independent Directors</li> <li><u>Present-In-Person</u> : 2 Independent Directors</li> </ul> | Date(s) of Meeting (if any) in the relevant quarter       Maximum gap betwee (in n         • July 26-27, 2017 |

|  | Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee | Yes |
|--|--|-----|
|--|--|-----|

\$ The Company has entered into transactions with HCL America Inc., (a wholly owned step down subsidiary of the Company) a Related Party under Regulation 23 of the SEBI (Listing Obligations and Disclosure requirements) Regulations, 2015 in regard to rendering / obtaining of services, product sales and other miscellaneous income all aggregating to Rs. 4,235.11 crores for the half-year ended September 30, 2017. These transactions may be regarded as material in terms of the Listing Agreement.

#### Notes:

- 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.

#### I. 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 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.
- 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. Any comments/observations/advice of Board of Directors may be mentioned here:

### For HCL Technologies Limited

#### Manish Anand Company Secretary

Date: October 18, 2017 Place: Noida, (U.P.)

## Format to be submitted by listed entity at the end of 6 months after end of financial year along-with second quarter report of next financial year

| Broad Heading   | Regulation Number         | Compliance status (Yes/No/NA) refer note below |
|---|---------------------------|--|
| Copy of the annual report including balance sheet, profit and | 46(2)                     | Yes  |
| loss account, directors report, corporate governance report,  |                           |  |
| business responsibility report displayed on website           |                           |  |
| Presence of Chairperson of Audit Committee at the Annual      | 18(1)(d)                  | Yes  |
| General Meeting   |                           |  |
| Presence of Chairperson of the Nomination and Remuneration    | 19(3)                     | Yes  |
| committee at the annual general meeting                       |                           |  |
| Whether "Corporate Governance Report" disclosed in Annual     | 34(3) read with para C of | Yes  |
| Report  | Schedule V                |  |

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 Annual General Meeting was attended by the Authorized representative (a member of the Audit Committee) of the Chairperson of the Audit Committee.

For HCL Technologies Limited

Manish Anand Company Secretary

Date: October 18, 2017 Place: Noida, (U.P.)