

# FORM NO. MGT-7

[Pursuant to sub-Section(1) of section 92 of the Companies Act, 2013 and sub-rule (1) of rule 11of the Companies (Management and Administration) Rules, 2014]



सत्यमेव जयते

# Annual Return (other than OPCs and Small Companies)

Form language  English  Hindi

Refer the instruction kit for filing the form.

## I. REGISTRATION AND OTHER DETAILS

(i) \* Corporate Identification Number (CIN) of the company

U24232KA1973PLC002401

Pre-fill

Global Location Number (GLN) of the company

\* Permanent Account Number (PAN) of the company

AABCM2131N

(ii) (a) Name of the company

MICRO LABS LIMITED

(b) Registered office address

31, RACE COURSE ROAD  
Bengaluru  
Bangalore  
Karnataka  
560001

(c) \*e-mail ID of the company

IN\*\*\*\*\*BS.IN

(d) \*Telephone number with STD code

08\*\*\*\*\*51

(e) Website

www.microlabsltd.com

(iii) Date of Incorporation

07/09/1973

(iv)	Type of the Company	Category of the Company	Sub-category of the Company
	Public Company	Company limited by shares	Indian Non-Government company

(v) Whether company is having share capital

Yes  No

(vi) \*Whether shares listed on recognized Stock Exchange(s)

Yes  No

(b) CIN of the Registrar and Transfer Agent

L72400TG2017PLC117649

Pre-fill

Name of the Registrar and Transfer Agent

KFIN TECHNOLOGIES LIMITED

Registered office address of the Registrar and Transfer Agents

Selenium, Tower B, Plot No- 31 & 32, Financial District, N  
anakramguda, Serili ngampally NA

(vii) \*Financial year From date  (DD/MM/YYYY) To date  (DD/MM/YYYY)

(viii) \*Whether Annual general meeting (AGM) held  Yes  No

(a) If yes, date of AGM

(b) Due date of AGM

(c) Whether any extension for AGM granted  Yes  No

## II. PRINCIPAL BUSINESS ACTIVITIES OF THE COMPANY

\*Number of business activities

S.No	Main Activity group code	Description of Main Activity group	Business Activity Code	Description of Business Activity	% of turnover of the company
1	C	Manufacturing	C6	Chemical and chemical products, pharmaceuticals, medicinal chemical and	93.1

## III. PARTICULARS OF HOLDING, SUBSIDIARY AND ASSOCIATE COMPANIES (INCLUDING JOINT VENTURES)

\*No. of Companies for which information is to be given

S.No	Name of the company	CIN / FCRN	Holding/ Subsidiary/Associate/ Joint Venture	% of shares held
1	Brown & Burk UK Ltd		Subsidiary	100
2	Micro Labs GMBH		Subsidiary	100
3	Micro Labs USA Inc		Subsidiary	100
4	Micro Nova Pharmaceutical Inc		Subsidiary	100
5	Micro Labs Pty Limited		Subsidiary	100
6	Brown & Burk AB		Subsidiary	100
7	Micro Labs Holdings FZ LLC		Subsidiary	100

8	Brown & Burk IR Limited		Subsidiary	100
9	Micro Labs Scientific Office LZ		Subsidiary	100
10	Micro Animal Healthcare Pvt. L	U24100KA2021PTC155858	Subsidiary	51
11	Stern Chem Pharma LLP		Joint Venture	51
12	Molecule Ventures LLP		Joint Venture	26
13	India SME Investment LLP		Joint Venture	26
14	ABCD Technologies LLP		Joint Venture	6.45
15	Trust Chemists & Druggists Pri		Associate	26

#### IV. SHARE CAPITAL, DEBENTURES AND OTHER SECURITIES OF THE COMPANY

##### (i) \*SHARE CAPITAL

###### (a) Equity share capital

Particulars	Authorised capital	Issued capital	Subscribed capital	Paid up capital
Total number of equity shares	170,000,000	120,008,530	120,008,530	120,008,530
Total amount of equity shares (in Rupees)	340,000,000	240,017,060	240,017,060	240,017,060

Number of classes

1

Class of Shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
<b>EQUITY SHARES</b>				
Number of equity shares	170,000,000	120,008,530	120,008,530	120,008,530
Nominal value per share (in rupees)	2	2	2	2
Total amount of equity shares (in rupees)	340,000,000	240,017,060	240,017,060	240,017,060

###### (b) Preference share capital

Particulars	Authorised capital	Issued capital	Subscribed capital	Paid-up capital
Total number of preference shares	0	0	0	0
Total amount of preference shares (in rupees)	0	0	0	0

Number of classes

0

Class of shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
Number of preference shares				
Nominal value per share (in rupees)				
Total amount of preference shares (in rupees)				

**(c) Unclassified share capital**

Particulars	Authorised Capital
Total amount of unclassified shares	0

**(d) Break-up of paid-up share capital**

Class of shares	Number of shares			Total nominal amount	Total Paid-up amount	Total premium
	Physical	DEMAT	Total			
<b>Equity shares</b>						
<b>At the beginning of the year</b>	0	121,802,246	121802246	243,604,492	243,604,492	
<b>Increase during the year</b>	0	0	0	0	0	0
i. Public Issues	0	0	0	0	0	0
ii. Rights issue	0	0	0	0	0	0
iii. Bonus issue	0	0	0	0	0	0
iv. Private Placement/ Preferential allotment	0	0	0	0	0	0
v. ESOPs	0	0	0	0	0	0
vi. Sweat equity shares allotted	0	0	0	0	0	0
vii. Conversion of Preference share	0	0	0	0	0	0
viii. Conversion of Debentures	0	0	0	0	0	0
ix. GDRs/ADRs	0	0	0	0	0	0
x. Others, specify						
<b>Decrease during the year</b>	0	1,793,716	1793716	3,587,432	3,587,432	0
i. Buy-back of shares	0	1,793,716	1793716	3,587,432	3,587,432	
ii. Shares forfeited	0	0	0	0	0	0
iii. Reduction of share capital	0	0	0	0	0	0

iv. Others, specify						
At the end of the year	0	120,008,530	120008530	240,017,060	240,017,060	
<b>Preference shares</b>						
At the beginning of the year	0	0	0	0	0	
Increase during the year	0	0	0	0	0	0
i. Issues of shares	0	0	0	0	0	0
ii. Re-issue of forfeited shares	0	0	0	0	0	0
iii. Others, specify						
Decrease during the year	0	0	0	0	0	0
i. Redemption of shares	0	0	0	0	0	0
ii. Shares forfeited	0	0	0	0	0	0
iii. Reduction of share capital	0	0	0	0	0	0
iv. Others, specify						
At the end of the year	0	0	0	0	0	

ISIN of the equity shares of the company

(ii) Details of stock split/consolidation during the year (for each class of shares)

Class of shares		(i)	(ii)	(iii)
Before split / Consolidation	Number of shares			
	Face value per share			
After split / Consolidation	Number of shares			
	Face value per share			

**(iii) Details of shares/Debentures Transfers since closure date of last financial year (or in the case of the first return at any time since the incorporation of the company) \***

Nil

[Details being provided in a CD/Digital Media]

Yes  No  Not Applicable

Separate sheet attached for details of transfers

Yes  No

Note: In case list of transfer exceeds 10, option for submission as a separate sheet attachment or submission in a CD/Digital Media may be shown.

Date of the previous annual general meeting		<input style="width: 100%;" type="text"/>	
Date of registration of transfer (Date Month Year)		<input style="width: 100%;" type="text"/>	
Type of transfer	<input style="width: 50px;" type="text"/>	1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred	<input style="width: 100px;" type="text"/>	Amount per Share/ Debenture/Unit (in Rs.)	<input style="width: 100px;" type="text"/>
Ledger Folio of Transferor		<input style="width: 100%;" type="text"/>	
Transferor's Name	<input style="width: 150px;" type="text"/>	<input style="width: 150px;" type="text"/>	<input style="width: 150px;" type="text"/>
	Surname	middle name	first name
Ledger Folio of Transferee		<input style="width: 100%;" type="text"/>	
Transferee's Name	<input style="width: 150px;" type="text"/>	<input style="width: 150px;" type="text"/>	<input style="width: 150px;" type="text"/>
	Surname	middle name	first name
Date of registration of transfer (Date Month Year)		<input style="width: 100%;" type="text"/>	
Type of transfer	<input style="width: 50px;" type="text"/>	1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred	<input style="width: 100px;" type="text"/>	Amount per Share/ Debenture/Unit (in Rs.)	<input style="width: 100px;" type="text"/>

Ledger Folio of Transferor			
Transferor's Name			
	Surname	middle name	first name
Ledger Folio of Transferee			
Transferee's Name			
	Surname	middle name	first name

**(iv) \*Debentures (Outstanding as at the end of financial year)**

Particulars	Number of units	Nominal value per unit	Total value
Non-convertible debentures	0	0	0
Partly convertible debentures	0	0	0
Fully convertible debentures	0	0	0
<b>Total</b>			0

**Details of debentures**

Class of debentures	Outstanding as at the beginning of the year	Increase during the year	Decrease during the year	Outstanding as at the end of the year
Non-convertible debentures	0	0	0	0
Partly convertible debentures	0	0	0	0
Fully convertible debentures	0	0	0	0

**(v) Securities (other than shares and debentures)**

0

Type of Securities	Number of Securities	Nominal Value of each Unit	Total Nominal Value	Paid up Value of each Unit	Total Paid up Value
<b>Total</b>					

**V. \*Turnover and net worth of the company (as defined in the Companies Act, 2013)**

(i) Turnover

54,956,365,000

(ii) Net worth of the Company

77,914,483,000

VI. (a) \*SHARE HOLDING PATTERN - Promoters

S. No.	Category	Equity		Preference	
		Number of shares	Percentage	Number of shares	Percentage
1.	Individual/Hindu Undivided Family				
	(i) Indian	120,008,530	100	0	
	(ii) Non-resident Indian (NRI)	0	0	0	
	(iii) Foreign national (other than NRI)	0	0	0	
2.	Government				
	(i) Central Government	0	0	0	
	(ii) State Government	0	0	0	
	(iii) Government companies	0	0	0	
3.	Insurance companies	0	0	0	
4.	Banks	0	0	0	
5.	Financial institutions	0	0	0	
6.	Foreign institutional investors	0	0	0	
7.	Mutual funds	0	0	0	
8.	Venture capital	0	0	0	
9.	Body corporate (not mentioned above)	0	0	0	
10.	Others	0	0	0	
	<b>Total</b>	120,008,530	100	0	0

Total number of shareholders (promoters)

9

(b) \*SHARE HOLDING PATTERN - Public/Other than promoters

S. No.	Category	Equity		Preference	
		Number of shares	Percentage	Number of shares	Percentage



1.	Individual/Hindu Undivided Family				
	(i) Indian	0	0	0	
	(ii) Non-resident Indian (NRI)	0	0	0	
	(iii) Foreign national (other than NRI)	0	0	0	
2.	Government				
	(i) Central Government	0	0	0	
	(ii) State Government	0	0	0	
	(iii) Government companies	0	0	0	
3.	Insurance companies	0	0	0	
4.	Banks	0	0	0	
5.	Financial institutions	0	0	0	
6.	Foreign institutional investors	0	0	0	
7.	Mutual funds	0	0	0	
8.	Venture capital	0	0	0	
9.	Body corporate (not mentioned above)	0	0	0	
10.	Others	0	0	0	
	<b>Total</b>	0	0	0	0

**Total number of shareholders (other than promoters)**

0

**Total number of shareholders (Promoters+Public/  
Other than promoters)**

9

**VII. \*NUMBER OF PROMOTERS, MEMBERS, DEBENTURE HOLDERS  
(Details, Promoters, Members (other than promoters), Debenture holders)**

Details	At the beginning of the year	At the end of the year
Promoters	9	9
Members (other than promoters)	0	0
Debenture holders	0	0

## VIII. DETAILS OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

### (A) \*Composition of Board of Directors

Category	Number of directors at the beginning of the year		Number of directors at the end of the year		Percentage of shares held by directors as at the end of year	
	Executive	Non-executive	Executive	Non-executive	Executive	Non-executive
<b>A. Promoter</b>	2	0	2	0	27.23	0
<b>B. Non-Promoter</b>	0	3	0	3	0	0
(i) Non-Independent	0	0	0	0	0	0
(ii) Independent	0	3	0	3	0	0
<b>C. Nominee Directors representing</b>	0	0	0	0	0	0
(i) Banks & FIs	0	0	0	0	0	0
(ii) Investing institutions	0	0	0	0	0	0
(iii) Government	0	0	0	0	0	0
(iv) Small share holders	0	0	0	0	0	0
(v) Others	0	0	0	0	0	0
<b>Total</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>27.23</b>	<b>0</b>

Number of Directors and Key managerial personnel (who is not director) as on the financial year end date 7

### (B) (i) \*Details of directors and Key managerial personnel as on the closure of financial year

Name	DIN/PAN	Designation	Number of equity share(s) held	Date of cessation (after closure of financial year : If any)
DILIP SURANA	00083030	Managing Director	9,713,190	
ANAND SURANA	00192343	Whole-time director	22,964,083	
GRAMA SESHAMURT	01825856	Director	0	
PINKY JAIN	03636974	Director	0	
VIJAY KANTILAL SHA	06906784	Director	0	
BADARINATH KRISHN	AABPI2140L	CFO	0	
VEERAVENKATA SAT	ATKPM6770C	Company Secretary	0	

**(ii) Particulars of change in director(s) and Key managerial personnel during the year**

0

Name	DIN/PAN	Designation at the beginning / during the financial year	Date of appointment/ change in designation/ cessation	Nature of change (Appointment/ Change in designation/ Cessation)

**IX. MEETINGS OF MEMBERS/CLASS OF MEMBERS/BOARD/COMMITTEES OF THE BOARD OF DIRECTORS****A. MEMBERS/CLASS /REQUISITIONED/NCLT/COURT CONVENED MEETINGS**

Number of meetings held

3

Type of meeting	Date of meeting	Total Number of Members entitled to attend meeting	Attendance	
			Number of members attended	% of total shareholding
EGM	30/06/2023	9	9	100
AGM	29/09/2023	9	9	100
EGM	30/12/2023	9	9	100

**B. BOARD MEETINGS**

\*Number of meetings held

9

S. No.	Date of meeting	Total Number of directors associated as on the date of meeting	Attendance	
			Number of directors attended	% of attendance
1	14/04/2023	5	5	100
2	05/06/2023	5	5	100
3	21/08/2023	5	5	100
4	14/09/2023	5	5	100
5	29/09/2023	5	5	100
6	07/11/2023	5	4	80
7	25/12/2023	5	5	100
8	15/02/2024	5	5	100
9	07/03/2024	5	5	100

### C. COMMITTEE MEETINGS

Number of meetings held

16

S. No.	Type of meeting	Date of meeting	Total Number of Members as on the date of the meeting	Attendance	
				Number of members attended	% of attendance
1	Audit Committee	14/04/2023	3	3	100
2	Audit Committee	05/06/2023	3	3	100
3	Audit Committee	21/08/2023	3	3	100
4	Audit Committee	14/09/2023	3	3	100
5	Audit Committee	07/11/2023	3	3	100
6	Audit Committee	25/12/2023	3	3	100
7	Audit Committee	15/02/2024	3	3	100
8	Audit Committee	07/03/2024	3	3	100
9	Nomination and	14/09/2023	3	3	100
10	Nomination and	25/12/2023	3	3	100

### D. \*ATTENDANCE OF DIRECTORS

S. No.	Name of the director	Board Meetings			Committee Meetings			Whether attended AGM held on
		Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	28/09/2024
								(Y/N/NA)
1	DILIP SURAN	9	9	100	6	6	100	Yes
2	ANAND SURAN	9	9	100	6	6	100	Yes
3	GRAMA SESH	9	9	100	16	16	100	Not Applicable
4	PINKY JAIN	9	9	100	10	10	100	Not Applicable
5	VIJAY KANTIL	9	9	100	10	10	100	Not Applicable

### X. \*REMUNERATION OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

Nil

Number of Managing Director, Whole-time Directors and/or Manager whose remuneration details to be entered

2

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	Dilip Surana	Managing Director	9,016,800	0	0	1,419,700	10,436,500
2	Anand Surana	Whole-time Director	9,016,800	0	0	1,419,700	10,436,500
	Total		18,033,600	0	0	2,839,400	20,873,000

Number of CEO, CFO and Company secretary whose remuneration details to be entered

3

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	BADARINATH KRISHNA	CFO	10,671,661			28,800	10,700,461
2	GUNJAN KUMAR CHANDRA	CS	1,557,057			12,600	1,569,657
3	VEERAVENKATA SURESH	CS	750,430			5,400	755,830
	Total		12,979,148	0	0	46,800	13,025,948

Number of other directors whose remuneration details to be entered

0

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1							0
	Total						

#### XI. MATTERS RELATED TO CERTIFICATION OF COMPLIANCES AND DISCLOSURES

\* A. Whether the company has made compliances and disclosures in respect of applicable provisions of the Companies Act, 2013 during the year  Yes  No

B. If No, give reasons/observations

#### XII. PENALTY AND PUNISHMENT - DETAILS THEREOF

(A) DETAILS OF PENALTIES / PUNISHMENT IMPOSED ON COMPANY/DIRECTORS /OFFICERS  Nil

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order	Name of the Act and section under which penalised / punished	Details of penalty/ punishment	Details of appeal (if any) including present status

(B) DETAILS OF COMPOUNDING OF OFFENCES  Nil

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order	Name of the Act and section under which offence committed	Particulars of offence	Amount of compounding (in Rupees)

**XIII. Whether complete list of shareholders, debenture holders has been enclosed as an attachment**

Yes  No

**XIV. COMPLIANCE OF SUB-SECTION (2) OF SECTION 92, IN CASE OF LISTED COMPANIES**

In case of a listed company or a company having paid up share capital of Ten Crore rupees or more or turnover of Fifty Crore rupees or more, details of company secretary in whole time practice certifying the annual return in Form MGT-8.

Name

S N MISHRA

Whether associate or fellow

Associate  Fellow

Certificate of practice number

4684

**I/We certify that:**

- (a) The return states the facts, as they stood on the date of the closure of the financial year aforesaid correctly and adequately.  
 (b) Unless otherwise expressly stated to the contrary elsewhere in this Return, the Company has complied with all the provisions of the Act during the financial year.

**Declaration**

I am Authorised by the Board of Directors of the company vide resolution no. ... **BM08042019** dated **08/04/2019**

(DD/MM/YYYY) to sign this form and declare that all the requirements of the Companies Act, 2013 and the rules made thereunder in respect of the subject matter of this form and matters incidental thereto have been complied with. I further declare that:

- Whatever is stated in this form and in the attachments thereto is true, correct and complete and no information material to the subject matter of this form has been suppressed or concealed and is as per the original records maintained by the company.
- All the required attachments have been completely and legibly attached to this form.

**Note: Attention is also drawn to the provisions of Section 447, section 448 and 449 of the Companies Act, 2013 which provide for punishment for fraud, punishment for false statement and punishment for false evidence respectively.**

**To be digitally signed by**

Director

ANAND SURANA  
Digitally signed by ANAND SURANA  
 Date: 2025.01.17 10:19:10 +05'30'

DIN of the director

0\*1\*2\*4\*

**To be digitally signed by**

SURJYA NARAYAN MISHRA  
Digitally signed by SURJYA NARAYAN MISHRA  
 Date: 2025.01.17 16:42:27 +05'30'

- Company Secretary  
 Company secretary in practice

Membership number

Certificate of practice number

**Attachments**

1. List of share holders, debenture holders
2. Approval letter for extension of AGM;
3. Copy of MGT-8;
4. Optional Attachement(s), if any

<b>Attach</b>
<b>Attach</b>
<b>Attach</b>
<b>Attach</b>

**List of attachments**

MLL - List of Shareholders as on 31032024 Micro Labs_MGT 8_2024 final.pdf MLL - List of Committee Meetings FY 2023
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**Remove attachment**

**Modify**

**Check Form**

**Prescrutiny**

**Submit**

**This eForm has been taken on file maintained by the Registrar of Companies through electronic mode and on the basis of statement of correctness given by the company**

**Form No. MGT-8**

*[Pursuant to section 92(2) of the Companies Act, 2013 and Rule 11(2) of Companies  
(Management and Administration) Rules, 2014]*

**CERTIFICATE**

I have examined the registers, records, books and papers of Micro Labs Limited having CIN: **U24232KA1973PLC002401** (the “Company”) as required to be maintained under the Companies Act, 2013 (the “Act”) and the applicable rules made thereunder for the financial year ended on March 31, 2024. In my opinion and to the best of my information and according to the examinations carried out by me and explanations furnished to me by the Company, its officers and agents, I certify that:

- A. The Annual Return states the facts as at the close of the aforesaid financial year correctly and adequately.
1. The preparation and filling the contents in the MGT-7 is the responsibility of the management of the Company including the due compliance of applicable provisions of the Companies Act, 2013.
  2. I have not verified the correctness and appropriateness of financial records and the books of accounts of the Company. For the financial records, I have relied on the audited financials which has been duly approved by the Board and Members and signed by the Statutory Auditors of the Company.
  3. Wherever required, I have obtained the Management representation about the Compliance of Laws, Rules and Regulations under the Companies Act and happening of various events etc., at the Company and relied on the same.
  4. Obtaining the disclosures under the applicable provisions and rules under the Companies Act, 2013, maintenance of records and applicable statutory registers is the responsibility of the management of the Company.
  5. The details of Key Managerial Personnel (KMP) are stated in MGT-7 as per the KMP provisions of the Act.
- B. During the aforesaid financial year the Company has complied with provisions of the Act & Rules made thereunder in respect of:

Phone: (O) 080 – 25296825 / 25283637, Fax – 080 - 25283637  
Mobile – 98456 41548, E-mail: [surjva.mishra@gmail.com](mailto:surjva.mishra@gmail.com) / [Mishra@snmassociates.in](mailto:Mishra@snmassociates.in)





1. Its status under the Act;

The Company is a unlisted public company incorporated as per the provisions of the erstwhile Companies Act, 1956, existing under the Companies Act, 2013. The Company bears the CIN: **U24232KA1973PLC002401**.

2. Maintenance of registers/records & making entries therein within the time prescribed therefore;

The Company has maintained all the registers/records as prescribed under the Act and rules made thereunder and all entries therein have been duly recorded within the time prescribed.

3. Filing of forms and returns as stated in the Annual Return, with the Registrar of Companies, Regional Director, Central Government, the Tribunal, Court or other authorities within/beyond the prescribed time;

The Annual Return (Form MGT-7) does not contain the columns to fill up the details of the forms and returns filed. The details of the forms and returns filed by the Company with the Registrar of Companies are stated in Annexure-1 to this Certificate. Further, during the year the Company was not required to file forms and returns with the Regional Director, Central Government, the Tribunal, Court and other authorities.

4. Calling/ convening / holding meetings of Board of Directors or its committees, if any, and the meetings of the members of the Company on due dates as stated in the Annual Return in respect of which meetings, proper notices were given and the proceedings including the circular resolutions and resolutions passed by postal ballot, if any, have been properly recorded in the minutes book/statutory registers maintained for the purpose and the same have been signed;

The Company has called / convened / held the meetings of Board of Directors and its committees and the meetings of the members of the Company within due dates as stated in the Annual Return for which proper notices were served and the proceedings including resolutions passed by way of circulation have been properly recorded in the minutes book/statutory registers maintained for the purpose and the same have been duly signed.

No resolution was passed by postal ballot during the year under review.

5. Closure of Register of Members / Security holders, as the case may be.

The Company was not required to close its Register of Members during the year.

6. Advances/loans to its directors and/or persons or firms or companies referred in section 185 of the Act;

The Company is in compliance with the provisions of Section 185 of the Act for loans/advances/guarantees provided to subsidiaries/associates/joint venture Companies in which the directors of the company are interest/deemed to be interested.

7. Contracts/arrangements with related parties as specified in Section 188 of the Act:

Contracts/arrangements with related parties during the period under review are in compliance with the provisions of Section 188 of the Companies Act, 2013.

8. Issue or allotment or transfer or transmission or buy back of securities/ redemption of preference shares or debentures/ alteration or reduction of share capital/ conversion of shares/ securities and issue of security certificates in all instances;

There has been no issue or allotment or transfer or transmission / redemption of preference shares or debentures/ alteration or reduction of share capital/ conversion of shares/ securities during the period under review.

During the period under review the Company bought-back securities from the existing equity shareholders of the company by following the due process as stipulated under Section 68 of the Companies Act, 2013 and its corresponding rules and regulations.

The shares of the company are in dematerialized form.

9. Keeping in abeyance the rights to dividend, rights shares and bonus shares pending registration of transfer of shares in compliance with the provisions of the Act:

There were no transactions necessitating the Company to keep in abeyance the rights to dividend, right shares and bonus shares pending registration of transfer of shares.

10. Declaration/ payment of dividend; transfer of unpaid/ unclaimed dividend/other amounts as applicable to the Investor Education and Protection Fund in accordance with section 125 of the Act;

The Company did not declare any dividend during the year and hence compliance under section 125 of the act does not arise. Further, there is no amount in unclaimed/unpaid dividend which is to be transferred to unpaid dividend account of the Company and Investor Education and Protection Fund.

11. Signing of audited financial statement as per the provisions of section 134 of the Act and report of directors is as per sub - sections (3), (4) and (5) thereof;

The Company has complied with the provisions of Section 134 of the Companies Act, 2013 to the extent applicable.



12. Constitution/ appointment/ re-appointments/ retirement/ filling up casual vacancies/ disclosures of the Directors, Key Managerial Personnel and the remuneration paid to them:

The Board of directors of the Company is duly constituted. The company is in compliance with Section 152 (c) of the Companies Act with respect to retirement and reappointment of Directors by rotation.

Resignation and appointment of whole-time Company Secretary during the period under review were in accordance with the provisions of the Act. .

The Company is in compliance with Sections 196, 197 and 203 of the Act with respect to appointment of Managing Director, Key Managerial Personnel and Managerial remuneration.

13. Appointment/ reappointment/ filling up casual vacancies of auditors as per the provisions of section 139 of the Act:

The appointment of auditors during the reporting period is in compliance with the provisions of Section 139 of the Act. There was no reappointment/filling up casual vacancy of auditors during the year.

14. Approvals required to be taken from the Central Government, Tribunal, Regional Director, Registrar, Court or such other authorities under the various provisions of the Act:

During the period under review, the Company has taken approvals from the Registrar of Companies as and when required in accordance with the various provisions of the Act.

The Company was not required to obtain any approval from the Central Government, Tribunal, Regional Director, Court or such other authorities.

15. Acceptance/ renewal/ repayment of deposits:

The Company has neither accepted nor renewed any deposits during the year.

16. Borrowings from its directors, members, public financial institutions, banks and others and creation/ modification/ satisfaction of charges in that respect, wherever applicable:

The board of the company is assigned with borrowing powers. Borrowings from directors, members and banks during the year under review are in accordance with the Companies Act, 2013.



The Company has not borrowed any money from public financial Institutions during the Financial year ended 31<sup>st</sup> March 2024.

There has been no creation, modification or satisfaction of charges during the reporting period.

17. Loans and investments or guarantees given or providing of securities to other bodies corporate or persons falling under the provisions of section 186 of the Act;


Loans, investments provided to subsidiaries, associates, JV companies, other body corporates and persons during the year under review are in compliance with the provisions of Section 186 of the Act.

The Company has not provided any guarantee to any party during the period under review.

18. Alteration of the provisions of the Memorandum and/ or Articles of Association of the Company;

The Company has not altered its Memorandum of Association or Articles of Association during the year under review.

Place: Bangalore  
Date : 16.01.2024

Signature   
Name: S.N. Mishra.  
Company Secretary  
C. P. No. : 4684  
FCS No. : 6143  
UDIN: F006143F003697303



## Annexure-1

**Documents filed during for the Financial Year 2023-24 with the Registrar of Companies ("ROC"):**

Sl. No.	Form	Reason for filing	Date of filing
1.	MSME FORM 1	Form for furnishing half yearly return with the registrar in respect of outstanding payments to Micro or Small Enterprises October to March 2023	28.04.2023
2.	MSME FORM 1	Form for furnishing half yearly return with the registrar in respect of outstanding payments to Micro or Small Enterprises October to March 2023	28.04.2023
3.	MSME FORM 1	Form for furnishing half yearly return with the registrar in respect of outstanding payments to Micro or Small Enterprises October to March 2023	28.04.2023
4.	PAS-6	Reconciliation of Share Capital Audit Report (Half-yearly) 01.10.2022 TO 31.03.2023	30.05.2023
5.	CRA-2	Form of intimation of appointment of cost auditor by the company to Central Government	07.06.2023
6.	MGT-14	<ul style="list-style-type: none"> <li>• Sec 179(3) Investment Of Funds Of The Company</li> <li>• Sec 179(3) Grant Of Loans Or Give Guarantee Or Provide Security</li> </ul>	28.06.2023
7.	DPT-3	Return of Deposits	25.07.2023
8.	MGT-14	<ul style="list-style-type: none"> <li>• Sec 179(3) Re-Appointment Of Internal Auditors For Financial Year 2023-24</li> <li>• Sec 179(3) Re-Appointment Of Secretarial Auditors For Financial Year 2022-23</li> </ul>	15.09.2023
9.	MGT-14	<ul style="list-style-type: none"> <li>• Sec 179(3) Approval Of Boards Report</li> <li>• Sec 179(3) Approval Of Standalone And Consolidated Financial Statements</li> </ul>	06.10.2023
10.	MGT-14	Sec 68(2)(b) Proposal to offer buyback of Equity share from the paid up capital of the company	28.10.2023
11.	DIR-12	Resignation of Company Secretary.	31.10.2023
12.	MSME FORM 1	Form for furnishing half yearly return with the registrar in respect of outstanding payments to Micro or Small Enterprises April to September 2023	31.10.2023
13.	PAS-6	Reconciliation of Share Capital Audit Report (Half-yearly) 01.04.2023 TO 30.09.2023	24.11.2023
14.	SH-9	Declaration of solvency	29.11.2023
15.	AOC-4 CSR	Report on Corporate Social Responsibility(CSR)	11.12.2023
16.	MGT-7	Annual Return	19.12.2023
17.	AOC-4 CSR	Report on Corporate Social Responsibility(CSR)	03.01.2024



18.	CRA-4	Form for filing Cost Audit Report with the Central Government	09.01.2024
19.	DIR-12	Appointment of Company Secretary.	10.01.2024
20.	MGT-14	Appointment of Company Secretary.	10.01.2024
21.	MGT-14	Appointment of company secretary & designated as Key managerial personnel	12.04.2024
22.	MGT-14	Sec 186(3) Investments, Loans, Guarantees, or Security	25.04.2024
23.	MGT-14	Sec 179(3) Contribution to Political party under Section 182 of companies act, 2013	25.04.2024
24.	MSME FORM 1	Form for furnishing half yearly return with the registrar in respect of outstanding payments to Micro or Small Enterprises October to March 2024	29.04.2024
25.	MSME FORM 1	Form for furnishing half yearly return with the registrar in respect of outstanding payments to Micro or Small Enterprises October to March 2024	29.04.2024
26.	SH-8	Letter of offer for buy-back of securities	24.10.2024
27.	SH-11	Return in respect of buy-back of securities	30.12.2024





**IX. MEETINGS OF MEMBERS/CLASS OF MEMBERS/BOARD/COMMITTEES OF THE BOARD OF DIRECTORS**

**C: COMMITTEE MEETINGS**

**NUMBER OF MEETINGS HELD: 16**

S. No.	Committee Meeting	Date of Meeting	Total Number of Directors as on the date of Meeting	Total Number of Directors attended
1	Audit Committee	14-04-2023	3	3
2	Audit Committee	05-06-2023	3	3
3	Audit Committee	21-08-2023	3	3
4	Audit Committee	14-09-2023	3	3
5	Audit Committee	07-11-2023	3	3
6	Audit Committee	25-12-2023	3	3
7	Audit Committee	15-02-2023	3	3
8	Audit Committee	07-03-2024	3	3
9	Nomination and Remuneration Committee Meetings	14-09-2023	3	3
10	Nomination and Remuneration Committee Meetings	25-12-2023	3	3
11	CSR Committee Meetings	05-06-2023	3	3
12	CSR Committee Meetings	21-08-2023	3	3
13	CSR Committee Meetings	14-09-2023	3	3
14	CSR Committee Meetings	07-11-2023	3	3
15	CSR Committee Meetings	25-12-2023	3	3
16	CSR Committee Meetings	15-02-2024	3	3

For Micro Labs Limited

  
Anand Surana  
Whole-Time Director  
DIN: 00192343



Micro Labs Limited 31, Race Course Road, Bangalore-560 001, India

Tel.: +91-80-2237 0451- 57 Fax: +91-80-2237 0463 CIN: U24232KA1973PLC002401 Website: www.microlabsLtd.com Email: info@microlabs.in



**LIST OF SHAREHOLDERS AS ON 31/03/2024**

<b>Name of Shareholder</b>	<b>No. of Shares</b>	<b>% of Holding</b>
Ghewarachand Surana - HUF - B	45,25,322	3.78
Dilip Surana	97,13,190	8.09
Dilip Surana - HUF	1,32,25,939	11.02
Anand Surana	2,29,64,083	19.14
Bhawari Bai Surana	2,37,26,638	19.77
Archana Surana	2,29,39,130	19.11
Monica Surana	2,29,14,128	19.09
Anita Siroya	50	0.00
Nishra Surana	50	0.00
<b>TOTAL</b>	<b>12,00,08,530</b>	<b>100.00</b>

Note: Face Value of Shares of Rs.2/- each

For **Micro Labs Limited**

**Anand Surana**  
**Whole-Time Director**  
**DIN: 00192343**



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