



GEETA SERWANI & ASSOCIATES
PRACTICING COMPANY SECRETARY
401, 10-3-171, Sri Ranga Apartments, Opp. Keyes High School,
St. Johns Road, Secunderabad – 500025.
Contact no. 8885536949.
E-MAIL ID – gserwani2@gmail.com

To,
The Board of Directors,
SHREE GANESH BIO-TECH (INDIA) LIMITED
KOLKATA

*** SECRETARIAL AUDIT REPORT ***

| | | |
|----|---|---|
| 1. | For Quarter Ended | 31.12.2018 |
| 2. | ISIN | INE 051N01018 |
| 3. | Face Value | Rs. 10/- (Rupees Ten only) Per Equity Share |
| 4. | Name of the Company | SHREE GANESH BIO-TECH (INDIA) LIMITED |
| | CIN | L70101WB1982PLC121196 |
| 5. | Registered Office Address | 6TH FLOOR, PREMISES 602, MAHAVIR APARTMENT 2, ASHUTOSH MUKHERJEE ROAD KOLKATA – 700020 |
| 6. | Correspondence Address | ---As above--- |
| 7. | Telephone & Fax Nos. | Tel: 033-24588213 |
| 8. | Email Address | shreeganeshbiotechindia ltd@gmail.com Website: www.shreeganeshbiotech.com |
| 9. | Names of the Stock Exchanges where the company's securities are listed: | BSE LIMITED Metropolitan Stock Exchange Of India Limited The Calcutta Stock Exchange Limited |

| | Number of shares | % of Total Issued Capital |
|--|------------------|---------------------------|
| 10. Issued Capital | 19931200 | 100.00 |
| 11. Listed Capital (Exchange –wise) | | |
| BSE LIMITED | 19931200 | 100.00 |
| The Calcutta Stock Exchange Limited | 1831200 | 100.00 |
| METROPOLITAN STOCK EXCHANGE OF INDIA LIMITED | 1831200 | 100.00 |

| | | |
|---|----------|-------|
| 12. Held in dematerialized form in CDSL | 244118 | 1.22 |
| 13. Held in dematerialized form in NSDL | 1552432 | 7.79 |
| 14. Physical | 18134650 | 90.99 |

| | |
|--|----------|
| 15. Total No. of shares (12+13+14) | 19931200 |
| 16. Reasons for difference if any, between (10&11), (10&15), (11&15) | |

17. Certifying the details of changes in share capital during the quarter under consideration as per Table below:

| Particulars*** | No. of shares | Applied for listing | Listing on Stock Exchanges (Specify Names) | Whether intimated to CDSL | Whether intimated to NSDL | In-principal approval Pending for SE (Specify Names) |
|----------------|---------------|---------------------|--|---------------------------|---------------------------|--|
| -- | -- | -- | -- | -- | -- | -- |

***Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital Reduction, forfeited, any other (to specify)

18. Register of Members is updated (Yes / No) Yes
If not, updated upto which date --
19. Reference of previous quarter with regards to excess dematerialized shares, if any. N. A.
20. Has the Company resolved the matter mentioned in point no. 19 above in the current quarter? If not, reason why? N. A.
21. Mentioned the total no of requests, if any, confirmed after 21 days and the total no. of requests pending beyond 21 days with the reasons for delay:

| Total No. of demat requests | No. of requests | No. of shares | Reasons for delay |
|-------------------------------|-----------------|---------------|-------------------|
| Confirmed after 21 days | Nil | Nil | N. A. |
| Pending for more than 21 days | Nil | Nil | N. A. |

22. Name, Telephone & Fax No. of the Compliance Officer of the Company
- Ms. Komal Shukla**
(Compliance Officer & Company Secretary)
Shree Ganesh Bio-Tech (India) Limited
29, NC, Block B, New Alipore,
Kolkata - 700053
Tel No. :03324588213
23. Name, Address, Tel. & Fax No., Reg. No. of the Auditor
- Geeta Serwani & Associates**
COMPANY SECRETARY
401, Sri Ranga Appts, Opp keys High School
SD Road, Secunderabad -500025 (Telengana)
CP No. 8842, Membership No: F8891
MO: 8885536949
24. Appointment of common agency for share registry work (if yes (Name & address))
- SATELLITE CORPORATE SERVICES**
PRIVATE LIMITED
B-203, Sony Apt., Opp. St. Jude's High School,
90Ft Road, Jarimari, Sakinaka, Mumbai-400072
25. Any other details that the auditor may like to provide. Not any.

*For, GEETA SERWANI & ASSOCIATES
PRACTICING COMPANY SECRETARY*



PLACE: SECUNDERABAD
DATE: 28.01.2019

CS GEETA SERWANI
PROPRIETOR
C. P. NO.: 8842
MEMBERSHIP NO. F8991