**Statement showing the file Required information details of RTI 4 (1) (a) for the year 2019-20, (English format)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | File No. | Subject | No. of pages in the file | File opened date | File Completion date | File transferred date | File disposed date | Remarks |
| 1 | 1 | Disclosure of Interest by Directors MBP-1 form | 72 | 26.04.2019 | Running |  |  | MBP-1  Yearly filed |
| 2 | 2 | Request for Conformation of status under the Micro, Small, and Medium Enterprises | 4 | 24-05-2019 | 27.05.2019 |  |  |  |
| 3 | 3 | Appointment of Secretarial auditor for FY-2018-19 | 13 | 25.06.2019 | 01-08-2019 |  |  |  |
| 4 | 4 | Treds Platform and E-filing MSME form-1 | 42 | 04-07-2019 |  |  |  | MSME half Yearly Filed |
| 5 | 5 | Agenda on Registration of on TREDS Platform as per MSME Notification | 7 | 06-07-2019 | 08-07-2019 |  |  |  |
| 6 | 6 | Preparation of Board report to place before the ensuing Board of Directors Meeting (HRD) | 6 | 15-07-2019 | 29-07-2019 |  |  |  |
| 7 | 7 | Preparation of Board report to place before the ensuing Board of Directors Meeting (DCA F) | 26 | 15-07-2019 | 16-08-2019 |  |  |  |
| 8 | 8 | Preparation of Board report to place before the ensuing Board of Directors Meeting (SEE MRT) | 5 | 15-07-2019 | 29-07-2019 |  |  |  |
| 9 | 9 | Preparation of Board report to place before the ensuing Board of Directors Meeting (MIS Final) | 106 | 15-07-2019 | 25-11-2019 |  |  |  |
| 10 | 10 | Preparation of Board report to place before the ensuing Board of Directors Meeting (Project) | 16 | 15-07-2019 | 09-08-2019 |  |  |  |
| 11 | 11 | GESCOM AGM Extension order | 5 | 09-09-2019 | 11-09-2019 |  |  |  |
| 12 | 12 | Scheme of Amalgamation of star Metallic and Power Privet Limited with Sandur magnese and Iron oras Limited for Legal Opinion | 37 | 13.09.2019 | 16-09-2019 |  |  |  |
| 13 | 13 | Requisition of Data Card and Cartage | 2 | 22-09-2019 | 08-11-2019 |  |  |  |
| 14 | 14 | Sexual Harassment Committee details | 30 | 03-10-2019 | 04-02-2019 |  |  |  |
| 15 | 15 | LAQ File | 47 | 04-10-2019 |  |  |  |  |
| 16 | 16 | Ratification of Appointment of CS Sri.Kiran Policepatil as Whole time Company Secretary, GESCOM  Agenda | 5 | 21-10-2019 | 21-11-2019 |  |  |  |
| 17 | 17 | Provide Details of Conservation of Energy and technology absorption | 4 | 30-10-2019 | 31-10-2019 |  |  |  |
| 18 | 18 | Inviting quotation of secretarial audit GESCOM for 2019-20 | 35 | 12-11-2019 | 30-03-2020 |  |  |  |
| 19 | 19 | Payment of Fees for registration on TReDs platform | 9 | 13-11-2019 | 23-01-2020 |  |  |  |
| 20 | 20 | Date of Board Meeting and Annual General meeting of the Company | 5 | 15-11-2019 | 12-03-2020 |  |  |  |
| 21 | 21 | GESCOM/AS/AGM/AAO/JA-1/2019-20/Honorarium to CS staff of BESCOM | 2 | 29-11-2019 | 11-01-2020 |  |  |  |
| 22 | 22 | CS office file | 35 | 30-11-2019 |  |  |  |  |
| 23 | 23 | Audit File | 22 | 02-12-2019 |  |  |  |  |
| 24 | 24 | GoK Information of Chairman and MD Details | 5 | 30-12-2019 | 30-12-2019 |  |  |  |
| 25 | 25 | XBRL File FY -2018-19 | 345 | 31-12-2019 |  |  |  |  |
| 26 | 26 | Letter Head of the Company and Companies Act,2013 Compliance | 9 | 01-01-2020 | 18-02-2020 |  |  |  |
| 27 | 27 | LEI File | 84 | 03-01-2020 |  |  |  |  |
| 28 | 28 | Compliance of Vigil Mechanism policy | 19 | 07-01-2020 | 05-03-2020 |  |  |  |
| 29 | 29 | Bangalore visit-official Memorandum | 6 | 20-01-2020 | 21-01-2020 |  |  |  |
| 30 | 30 | Letter Head of the Company and Companies Act,2013 Compliance | 4 | 20-01-2020 | 28-01-2020 |  |  |  |
| 31 | 31 | Visit to KPTCL, Banglore for GESCOM official/Statutory Document | 4 | 03-02-2020 |  |  |  |  |
| 32 | 32 | Revision of Sitting fees | 2 | 10-02-2020 | 05-03-2020 |  |  |  |
| 33 | 33 | P.Venkatesh and Associates Practicing Company Secretary professional Fees bills | 1 | 12-02-2020 | 21-03-2020 |  |  |  |
| 34 | 34 | Constitution of Nomination and remuneration Committee Agenda | 3 | 14-02-2020 | 23-04-2020 |  |  |  |
| 35 | 35 | P.K Pande and Associates practicing company Secretary professional Fees bills | 4 | 14-02-2020 | 20-05-2020 |  |  |  |
| 36 | 36 | Regulatory Update DATA bank and Passing of Exam By Independent Directors | 28 | 20-02-2020 | 26-02-2020 |  |  |  |
| 37 | 37 | Liaison Officer OM | 4 | 20-02-2020 | 20-02-2020 |  |  |  |
| 38 | 38 | Board and other meetings -reg | 3 | 20-02-2020 | 29-02-2020 |  |  |  |
| 39 | 39 | Re-Designation of 3 directors As Independent directors- | 10 | 9-03-2020 | 17-03-2020 |  |  |  |
| 40 | 40 | Draft Letter To GOK with Respect of appointment of Director (A & HR) KPTCL | 5 | 11-03-2020 | 17-03-2020 |  |  |  |
| 41 | 41 | Fixed the date of meeting of Board of Directors | 2 | 12-03-2020 |  |  |  |  |
| 42 | 42 | Registration of TReds platform Statutory requirement -Agenda | 4 | 13-03-2020 | 15-04-2020 |  |  |  |