

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

L74900TN2010PLC074294

Pre-fill

Global Location Number (GLN) of the company

* Permanent Account Number (PAN) of the company

AAECR6158H

(ii) (a) Name of the company

RITHWIK FACILITY MANAGEME

(b) Registered office address

RR TOWER III
THIRU - VI - KA INDUSTRIAL ESTATE, GUINDY
CHENNAI
Tamil Nadu
600032

(c) *e-mail ID of the company

cs@rithwik.co.in

(d) *Telephone number with STD code

04443534441

(e) Website

www.rithwik.co.in

(iii) Date of Incorporation

18/01/2010

(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

(a) Details of stock exchanges where shares are listed

S. No.	Stock Exchange Name	Code
1	Bombay Stock Exchange-SME Platform	1

(b) CIN of the Registrar and Transfer Agent

U99999MH1994PTC076534

Pre-fill

Name of the Registrar and Transfer Agent

BIGSHARE SERVICES PRIVATE LIMITED

Registered office address of the Registrar and Transfer Agents

E-3 ANSA INDUSTRIAL ESTATESAKI VIHAR ROAD
SAKINAKA

(vii) *Financial year From date 01/04/2020 (DD/MM/YYYY) To date 31/03/2021 (DD/MM/YYYY)

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

(a) If yes, date of AGM

24/09/2021

(b) Due date of AGM

30/09/2021

(c) Whether any extension for AGM granted

☐ Yes ☒ No

II. PRINCIPAL BUSINESS ACTIVITIES OF THE COMPANY

*Number of business activities

1

S.No	Main Activity group code	Description of Main Activity group	Business Activity Code	Description of Business Activity	% of turnover of the company
1	N	Support service to Organizations	N5	Housekeeping & maintenance service	100

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

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

0

Pre-fill All

S.No	Name of the company	CIN / FCRN	Holding/ Subsidiary/Associate/ Joint Venture	% of shares held
1				

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	4,000,000	3,060,000	3,060,000	3,060,000
Total amount of equity shares (in Rupees)	40,000,000	30,600,000	30,600,000	30,600,000

Number of classes

1

Class of Shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
Number of equity shares	4,000,000	3,060,000	3,060,000	3,060,000
Nominal value per share (in rupees)	10	10	10	10
Total amount of equity shares (in rupees)	40,000,000	30,600,000	30,600,000	30,600,000

(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
Equity shares	Physical	DEMAT	Total			
At the beginning of the year	0	3,060,000	3060000	30,600,000	30,600,000	

Increase during the year	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 <div></div>						
Decrease during the year	0	0	0	0	0	0
i. Buy-back 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 <div></div>						
At the end of the year	0	3,060,000	3060000	30,600,000	30,600,000	
Preference shares						
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 <div></div>						
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 type="text"/>
Date of registration of transfer (Date Month Year)		
Type of transfer	<input type="text"/>	1 - Equity, 2- Preference Shares, 3 - Debentures, 4 - Stock
Number of Shares/ Debentures/ Units Transferred	<input type="text"/>	Amount per Share/ Debenture/Unit (in Rs.) <input 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

Date of registration of transfer (Date Month Year)			
Type of transfer		1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred		Amount per Share/ Debenture/Unit (in Rs.)	
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

Particulars	Number of units	Nominal value per unit	Total value
Total			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
Total					

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

(i) Turnover

215,913,404

(ii) Net worth of the Company

149,249,110

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	2,250,000	73.53	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	
	Total	2,250,000	73.53	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	417,000	13.63	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)	348,000	11.37	0	
10.	Others CLEARING MEMBERS	45,000	1.47	0	
	Total	810,000	26.47	0	0

Total number of shareholders (other than promoters)

75

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

84

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)	75	75
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
A. Promoter	2	0	2	0	36.47	0
B. Non-Promoter	0	3	0	3	0	0
(i) Non-Independent	0	0	0	0	0	0
(ii) Independent	0	3	0	3	0	0
C. Nominee Directors representing	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
Total	2	3	2	3	36.47	0

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)
RITHWIK RAJSHEKAR	07836658	Managing Director	1,102,500	
VYAKARNA NIRANJAN	02918882	Whole-time director	13,500	
P SUDHAKAR	02483116	Director	0	
T SHAMA PRASANNA	07922496	Director	0	
JAYARAMAN	08112010	Director	0	
T SURESH BABU	APFPS7079P	CFO	0	
S JAYAPANDI	BAWPS9988J	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

1

Type of meeting	Date of meeting	Total Number of Members entitled to attend meeting	Attendance	
			Number of members attended	% of total shareholding
AGM	25/09/2020	71	15	46.81

B. BOARD MEETINGS

*Number of meetings held

4

S. No.	Date of meeting	Total Number of directors associated as on the date of meeting	Attendance	
			Number of directors attended	% of attendance
1	13/07/2020	5	5	100
2	21/08/2020	5	5	100
3	13/11/2020	5	5	100
4	04/03/2021	5	4	80

C. COMMITTEE MEETINGS

Number of meetings held

7

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 COMM	13/07/2020	3	3	100
2	AUDIT COMM	21/08/2020	3	3	100
3	AUDIT COMM	13/11/2020	3	3	100
4	AUDIT COMM	04/03/2021	3	2	66.67
5	STAKEHOLDER	13/07/2020	3	3	100
6	STAKEHOLDER	13/11/2020	3	3	100
7	NOMINATION	04/03/2021	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	
								24/09/2021 (Y/N/NA)
1	RITHWIK RAJ	4	4	100	0	0	0	Yes
2	VYAKARNA N	4	4	100	2	2	100	Yes
3	P SUDHAKAR	4	3	75	7	6	85.71	Yes
4	T SHAMA PR	4	4	100	7	7	100	Yes
5	JAYARAMAN	4	4	100	5	5	100	Yes

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	RITHWIK RAJSHEK	MANAGING DIR	1,250,000	0	0	0	1,250,000
2	VYAKARNA NIRAN	WHOLE TIME D	4,325,000	0	0	0	4,325,000
	Total		5,575,000	0	0	0	5,575,000

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

2

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	T SURESH BABU	CFO	2,217,800	0	0	0	2,217,800
2	S JAYAPANDI	COMPANY SEC	1,337,330	0	0	0	1,337,330
	Total		3,555,130	0	0	0	3,555,130

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

ARUN KUMAR KHANDELWAL

Whether associate or fellow

☐ Associate ☒ Fellow

Certificate of practice number

19611

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. ... 4/BM/2/2021-22 dated 27/08/2021

(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

VYAKARNA
NIRANJAN
RAO
Digitally signed by
NIRANJAN RAO
Date: 2021.11.18
17:18:55 +05'30'

DIN of the director

02918882

To be digitally signed by

ARUN KUMAR
KHANDELWAL
Digitally signed by
ARUN KUMAR
KHANDELWAL
Date: 2021.11.18
17:28:58 +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 Attachment(s), if any

Attach
Attach
Attach
Attach

List of attachments

Shareholders list as on 31st March 2021.pdf
MGT8_RFMSL_Mar21.pdf

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

Shareholders List as on 31st March 2021

1	IN30133021977203	RITHWIK RAJSHEKAR RAMAN	1102500	36.0294
2	IN30002010724942	LALITHA RAMAN	539996	17.6469
3	IN30133021980196	RAMANEESH RAVIRAMAN	472500	15.4412
4	IN30612210251356	COMPLETE ENTERPRISES SOLUTIONS PRIVATE LIMITED	150000	4.902
5	IN30021435158032	RUDRADEV RAVI RAMAN	150000	4.902
6	IN30612210137558	NOVEM RESOURCES PRIVATE LIMITED	150000	4.902
7	1203320013494585	SHOBANA RAMANATHAN RAVI	121500	3.9706
8	1201120000008889	INVENTURE GROWTH & SECURITIES LIMITED	36000	1.1765
9	IN30612210267776	BHUMI AGRI MARKETS PRIVATE LIMITED	33000	1.0784
10	IN30429514528794	V C PADMA PRIYA	18000	0.5882
11	1203230001778594	ANVESHAN MULTISOLUTIONS LLP	15000	0.4902
12	IN30133021975210	NIRANJANRAO V	13500	0.4412
13	IN30021422370362	VAIJAYANTHIMALA JAYAPANDI	12000	0.3922
14	IN30612210193580	RAGINI SRIKANTH	12000	0.3922
15	IN30612210193598	SUMAITHANGI NAGARAJAN SRIKANTH	12000	0.3922
16	1204720015210426	T SARADHA	12000	0.3922
17	IN30612210213673	SIVESHWARI	6000	0.1961
18	1203230000327476	RITA AGRAWAL	6000	0.1961
19	IN30612210129611	THANJAVUR VENKATARAMA BHASKERSRINIVASA	6000	0.1961
20	IN30612210136629	K DEIVANAYAKI	6000	0.1961
21	IN30198310680531	SANJANA NAHAR	6000	0.1961
22	IN30302866997172	BINDU SHIVA	3000	0.098
23	IN30612210145197	R RAGAVENDRAN	3000	0.098
24	IN30612210129531	V KARTHICK	3000	0.098
25	IN30612210129662	JAGDEESH A	3000	0.098
26	IN30612210130015	N BHUVANESWARI	3000	0.098
27	IN30612210130058	M PRATHAP	3000	0.098
28	IN30612210130146	PREM CHANDER	3000	0.098
29	IN30302867011357	SHIVA SWAMYNATH	3000	0.098
30	IN30357510016317	RAVAL SIDDHI HITENDRA	3000	0.098
31	1203230001715419	UTTAM SHARMA	3000	0.098
32	1204450000544515	N MAHALAKSHMI	3000	0.098
33	IN30612210212517	MEGHA BHASKER	3000	0.098
34	IN30612210025663	RANJIT PATRO	3000	0.098
35	IN30612210129453	M JOHNSON PREMKUMAR	3000	0.098
36	IN30612210129523	PADMA	3000	0.098
37	IN30154938362510	SHARATH CHANDRA GOVINDARAJU	3000	0.098



38	IN30154960670253	THEJA A S	3000	0.098
39	IN30163740402336	RAMASESHAN NEELAKANTAN	3000	0.098
40	IN30177416752521	SADASHIV DINAKAR PARANJAPE	3000	0.098
41	1201090001791215	ANJANA MUKESH JAIN	3000	0.098
42	1201800000155805	MEENA MUKESHBHAI CHOTAI	3000	0.098
43	IN30612210145611	V HIMA SUGANTHI	3000	0.098
44	IN30612210178693	G VENKATASUBRAMANIYAN	3000	0.098
45	IN30612210178708	VENUGOPAL G	3000	0.098
46	IN30612210178716	RAJI	3000	0.098
47	IN30612210181937	GANESAN SATISH	3000	0.098
48	IN30612210186255	V SARAVANA GURU	3000	0.098
49	IN30612210130478	R SHARMILA	3000	0.098
50	IN30612210130613	M S BHAVANI	3000	0.098
51	IN30612210130728	K RAJESHKUMAR	3000	0.098
52	IN30612210136348	ANANDHAPADMANABAN V	3000	0.098
53	1204720015224437	ANITHA R	3000	0.098
54	1207000000000350	HIMANSHU RANJEETKUMAR JOGATAR	3000	0.098
55	1208040000028853	TIPPARAJU SRINIVAS PRASANNA	3000	0.098
56	1208160008261454	RATHOD POOJA	3000	0.098
57	1201980000045755	MULJIBHAI BAVALAL PADIA	3000	0.098
58	1202890000472231	PATHUBHAI D CHAUDHARI	3000	0.098
59	1203140000111291	LAXMI BASANDANI	3000	0.098
60	1205150000018492	RIKHAV SECURITIES LIMITED ✕	3000	0.098
61	IN30612210000029	SOUTH ASIAN STOCKS LIMITED	3000	0.098
62	1100001000015926	RIKHAV SECURITIES LIMITED ✕	3000	0.098
63	IN30051313707392	JASON RODNEY CUTINHA	3000	0.098
64	IN30131321208041	VEENA RAVINDHIRAN	3000	0.098
65	IN30133022198157	MURALI SUBRAMANIAM	3000	0.098
66	IN30148510981925	AMARKUMAR RAJANIKANT SHAH	3000	0.098
	1304140008533848	R RAMANATHAN	3000	0.098
68	1201770101075832	RISHABH NAHATA HUF .	3000	0.098
69	1208180020903759	BALAJI PANCHAPAKESAN	3000	0.098
70	1208180020995505	VISWANATHAN KAVIMANI	3000	0.098
71	1208180021191055	ADITHI SHYAM	3000	0.098
72	1208180021906128	PADMANABAN BALAJI	3000	0.098
73	1301240000719389	R RAMANATHAN	3000	0.098
74	1301670000048263	TAJ CHHOTUBHAI BHALVANI	3000	0.098
75	1208180000311995	NIRMAL AGGARWAL	3000	0.098
76	1208180016649449	BALAJI .	3000	0.098
77	1208180018448771	SUBBARAYAN MARIAPPAN STALIN	3000	0.098
78	1208180018515297	KANNAN RAJAN	3000	0.098
79	1208180020878628	TRISHALINE VENUGOPAL SURESH BABU	3000	0.098
80	1208180020887381	DEEPA .	3000	0.098



81	1204720009691661	LUCY JOSE	3000	0.098
82	IN30133021975197	CHITHRA RAMANATHAN	1	0
83	IN30133021975201	RAMANATHAN SAMBASIVAN	1	0
84	IN30133021975603	PRIYA RAJSHEKHAR	1	0
85	IN30160410797030	RAMAN RAJASEKAR	1	0

For Rithwik Facility Management Services Limited

V Niranjana Rao

V Niranjana Rao

Whole Time Director, DIN-02918882



Khandelwal Arun & Associates
Company Secretaries

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 BY A COMPANY SECRETARY IN PRACTICE

We have examined the registers, records and books and papers of **Rithwik Facility Management Services Limited**, (CIN: L74900TN2010PLC074294) ("the Company"), having registered office at RR Tower III Thiru - Vi - Ka Industrial Estate, Guindy, Chennai-600032, as required to be maintained under the Companies Act, 2013 ("the Act") and the rules made thereunder for the financial year ended on March 31, 2021. In our opinion and to the best of our information and according to the examinations carried out by us and explanations furnished to us by the company, its officers and agents, we certify that:

- A. The Annual Return states the facts as at the close of the aforesaid financial year correctly and adequately.
- B. During the aforesaid financial year:
1. the Company has complied with provisions of the Act & Rules made there under in respect of its status under the Act;
 2. the Company has maintained the registers/records and made entries therein within the time prescribed therefor;
 3. the Company has filed forms and returns as stated in the annual return with the Registrar of Companies or other authorities within the prescribed time;
 4. the Company has called / convened / held the meetings of Board of Directors or its committees 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, if any, have been properly recorded in the Minutes Book/registers maintained for the purpose and the same have been signed;
 5. the Company closed the Book of Register of Members;
 6. the Company has not made any advances/loans to its directors and/or persons or firms or companies referred in Section 185 of the Act;



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7. the Company has entered into Contracts/arrangements with related parties on an arm's length basis and in ordinary course of business and complied with the provisions, as specified in Section 188 of the Act, wherever applicable;
8. the Company has not issued or allotted or transmitted or transfer and not made any buy back of securities during the year. The Company has not issued any preference shares/debentures and hence there is no redemption of preference shares/debentures. The Company has not made any alteration or reduction of share capital/ conversion of shares/ securities during the aforesaid period;
9. there was no case for keeping in abeyance the rights to dividend, rights shares and bonus shares pending registration of transfer of shares during the year, therefore the para is not applicable;
10. the Company has not declared and neither paid the dividend during the year and there was no instance of transfer of unpaid/ unclaimed dividend/ other amounts as applicable to the Investor Education and Protection Fund in accordance with Section 125 of the Act;
11. the audited financial statement were signed as per the provisions of section 134 of the Act and report of directors is as per sub - sections (3), (4) and (5) thereof;
12. the Board of Directors of the Company is constituted as per the provisions of the Act. There was appointment/re-appointment/resignation of Director except the retirement of Directors as per the provisions of the Act. There were no casual vacancies of Directors. The Company received disclosures from the Directors. The Company has Key Managerial Personnel as per the provisions of the Act.
13. the Appointment of Auditor is as per provisions of the Section 139 of the Act and there was no instance of casual vacancies of auditors as per the provisions of Section 139 of the Act;
14. there were no 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;
15. the Company has neither accepted nor renewed the deposits;



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16. the Company has complied with the provisions of the Act with regard to borrowings from the financial institutions and the charges has been created / modified in that respect, wherever applicable;
17. The Company has not made loans, given guarantee or securities provided or any investment made which falls under the provisions of Section 186 of the Act;
18. The Company has not made alteration to its Memorandum and Articles of Association of the Company.

Place: Chennai

Date: October 27, 2021

Signature :

Name of Company Secretary in practice : Arun Kumar Khandelwal
Khandelwal Arun & Associates

C.P. No : 19611

UDIN No : F009350C001302389



