

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]



Annual Return

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

L74140MH2000PLC124003

Pre-fill

Global Location Number (GLN) of the company

* Permanent Account Number (PAN) of the company

AABCT5458K

(ii) (a) Name of the company

TEAMLEASE SERVICES LIMITED

(b) Registered office address

Office No. 6, 3rd Floor, C Wing
Laxmi Towers, Bandra Kurla Complex, Bandra (E)
Mumbai
Maharashtra
400051

(c) *e-mail ID of the company

ravi.vishwanath@teamlease.co

(d) *Telephone number with STD code

8033002345

(e) Website

www.teamlease.com

(iii) Date of Incorporation

02/02/2000

(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	NATIONAL STOCK EXCHANGE OF INDIA LIMITED	1,024
2	BSE LIMITED	1

(b) CIN of the Registrar and Transfer Agent

U72400TG2003PTC041636

Pre-fill

Name of the Registrar and Transfer Agent

KARVY COMPUTERSHARE PRIVATE LIMITED

Registered office address of the Registrar and Transfer Agents

46,,AVENUE, 4TH STREET,NO.1, BANJARA HILLS,
HYDERABAD.

(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	N	Support service to Organizations	N2	Placement agencies and HR management services	100

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

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

Pre-fill All

S.No	Name of the company	CIN / FCRN	Holding/ Subsidiary/Associate/ Joint Venture	% of shares held
1	IJIT Education Private Limited	U72200MH2006PTC218082	Subsidiary	100
2	Teamlease Education Foundat	U80903MH2011NPL219138	Subsidiary	100

3	TeamLease Staffing Services Pr	U74999MH2016PTC283227	Subsidiary	100
4	ASAP Info Systems Private Lim	U30006TN1998PTC041655	Subsidiary	100
5	Nichepro Technologies Private	U72900TN2008PTC116062	Subsidiary	100
6	Keystone Business Solutions Pr	U72200KA2009PTC051657	Subsidiary	100

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	23,300,000	17,096,769	17,096,769	17,096,769
Total amount of equity shares (in Rupees)	233,000,000	170,967,690	170,967,690	170,967,690

Number of classes

1

Class of Shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
Equity Shares				
Number of equity shares	23,300,000	17,096,769	17,096,769	17,096,769
Nominal value per share (in rupees)	10	10	10	10
Total amount of equity shares (in rupees)	233,000,000	170,967,690	170,967,690	170,967,690

(b) Preference share capital

Particulars	Authorised capital	Issued capital	Subscribed capital	Paid-up capital
Total number of preference shares	170,000	0	0	0
Total amount of preference shares (in rupees)	17,000,000	0	0	0

Number of classes

1

Class of shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
12% Cumulative Convertible Redeemable Preference				
Number of preference shares	170,000	0	0	0
Nominal value per share (in rupees)	100	100	100	100
Total amount of preference shares (in rupees)	17,000,000	0	0	0

(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				
At the beginning of the year	17,096,769	170,967,690	170,967,690	
Increase during the year	0	0	0	0
i. Public Issues	0	0	0	0
ii. Rights issue	0	0	0	0
iii. Bonus issue	0	0	0	0
iv. Private Placement/ Preferential allotment	0	0	0	0
v. ESOPs	0	0	0	0
vi. Sweat equity shares allotted	0	0	0	0
vii. Conversion of Preference share	0	0	0	0
viii. Conversion of Debentures	0	0	0	0
ix. GDRs/ADRs	0	0	0	0
x. Others, specify	0	0	0	
0				
Decrease during the year	0	0	0	0
i. Buy-back of shares	0	0	0	0
ii. Shares forfeited	0	0	0	0
iii. Reduction of share capital	0	0	0	0
iv. Others, specify	0	0	0	
0				
At the end of the year	17,096,769	170,967,690	170,967,690	
Preference shares				
At the beginning of the year	0	0	0	

Increase during the year	0	0	0	0
i. Issues of shares	0	0	0	0
ii. Re-issue of forfeited shares	0	0	0	0
iii. Others, specify	0	0	0	
	0			
Decrease during the year	0	0	0	0
i. Redemption of shares	0	0	0	
ii. Shares forfeited	0	0	0	0
iii. Reduction of share capital	0	0	0	0
iv. Others, specify	0	0	0	
	0			
At the end of the year	0	0	0	

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

0

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

Date of registration of transfer (Date Month Year) <input type="text"/>			
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 <input type="text"/>			
Transferor's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name
Ledger Folio of Transferee <input type="text"/>			
Transferee's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name

Date of registration of transfer (Date Month Year) <input type="text"/>			
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 <input type="text"/>			
Transferor's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name
Ledger Folio of Transferee <input type="text"/>			
Transferee's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name

(iv) *Indebtedness including 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
Secured Loans (including interest outstanding/accrued but not due for payment) excluding deposits			0
Unsecured Loans (including interest outstanding/accrued but not due for payment) excluding deposits			0
Deposit			0
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**

29,910,823,077

(ii) Net worth of the Company

3,699,984,772

VI. (a) *SHARE HOLDING PATTERN - Promoters

S. No.	Category	Equity	Preference
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		Number of shares	Percentage	Number of shares	Percentage
1.	Individual/Hindu Undivided Family				
	(i) Indian	5,343	0.03125152	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)	7,673,699	44.88391345	0	
10.	Others	0	0	0	
	Total	7,679,042	44.92	0	0

Total number of shareholders (promoters)

7

(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	835,269	4.88553714	0	
	(ii) Non-resident Indian (NRI)	10,212	0.05973058	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	302	0.00176642	0	
5.	Financial institutions	1,067	0.00624095	0	
6.	Foreign institutional investors	2,734,223	15.99262995	0	
7.	Mutual funds	2,960,185	17.31429488	0	
8.	Venture capital	0	0	0	
9.	Body corporate (not mentioned above)	912,828	5.33918426	0	
10.	Others (Clearing Members+Emplo)	1,963,641	11.48545085	0	
	Total	9,417,727	55.08	0	0

Total number of shareholders (other than promoters)

5,920

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

5,927

(c) *Details of Foreign institutional investors' (FIIs) holding shares of the company

25

Name of the FII	Address	Date of Incorporation	Country of Incorporation	Number of shares held	% of shares held
GOLDMAN SACHS IND	DEUTSCHE BANK AG, 'DB HOUSE,		IN	700,801	4.099
GOLDMAN SACHS FU	DEUTSCHE BANK AG, 'DB HOUSE,		IN	393,088	2.299
FIL INVESTMENTS(MA	CITIBANK N.A. CUSTODY SERVICES		IN	370,154	2.165
EMERGING MARKETS C	JPMORGAN CHASE BANK N.A., INC		IN	286,074	1.6732
MORGAN STANLEY M	CITIBANK N A, CUSTODY SERVICES		IN	232,232	1.3583
GOLDMAN SACHS TRU	JPMORGAN CHASE BANK N.A., INC		IN	199,436	1.1665
CAPITAL INTERNATIONAL	JPMORGAN CHASE BANK N.A., INC		IN	128,630	0.7523
NOMURA SINGAPORE	HSBC SECURITIES SERVICES, 11TH		IN	122,521	0.7166

Name of the FII	Address	Date of Incorporation	Country of Incorporation	Number of shares held	% of shares held
EMERGING MARKETS C	JPMORGAN CHASE BANK N.A., INC		IN	80,405	0.4702
EMPLOYEES PROVIDE	DEUTSCHE BANK AG, DB HOUSE, 'I		IN	30,106	0.176
CAPITAL GROUP EMEF	JPMORGAN CHASE BANK N.A., INC		IN	29,213	0.1708
GOLDMAN SACHS FUI	DEUTSCHE BANK AG, DB HOUSE, F		IN	23,582	0.1379
KOTAK INFINITY FUND	C/O KOTAK MAHINDRA BANK LIM		IN	22,406	0.131
FIDUCIAN INDIA FUND	CITIBANK N.A. CUSTODY SERVICES		IN	21,514	0.1258
FIDELITY INDIA FUND	JPMORGAN CHASE BANK N.A., INC		IN	20,889	0.1221
CITIGROUP GLOBAL M	CITIBANK N.A. CUSTODY SERVICES		IN	18,716	0.1094
GOLDMAN SACHS TRU	JPMORGAN CHASE BANK N.A., INC		IN	16,674	0.0975
ROBECO CAPITAL GRO	HSBC SECURITIES SERVICES, 11TH		IN	11,127	0.065
FIDELITY KOREA - IND	HSBC SECURITIES SERVICES, 11TH		IN	8,961	0.0524
SMITH & WILLIAMSON	HSBC SECURITIES SERVICES, 11TH		IN	8,300	0.0485
INDIA MAX INVESTME	ICICI BANK LTD, SMS DEPT 1ST FLC		IN	5,150	0.0301
CAPITAL GROUP EMEF	JPMORGAN CHASE BANK N.A., INC		IN	2,406	0.014
EM RESURGENT FUND	Standard Chartered Bank, CRESC		IN	731	0.0042
VIKASA INDIA EIF I FUI	EDELWEISS CUSTODIAL SERVICES		IN	603	0.0035
BNP PARIBAS ARBITRA	BNP PARIBAS, CUSTODY OPERATIO		IN	504	

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	7	7
Members (other than promoters)	6,360	5,920
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	0	0
B. Non-Promoter	0	4	0	4	0	0
(i) Non-Independent	0	1	0	1	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	4	2	4	0	0

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

8

(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)
ASHOK KUMAR NEDU	00151814	Managing Director	0	
MANISH MAHENDRA S	00969601	Whole-time director	0	
GOPAL JAIN	00032308	Director	0	
V RAGHUNATHAN	00254091	Director	0	
NARAYAN RAMACHAN	01873080	Director	0	
LATIKA PRAKASH PRA	07118801	Director	0	
NARAYANA SWAMY R	ACDPV2279B	CFO	36,525	
MRUTHUNJAYA MURT	ACWPM0838L	Company Secretar	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
Annual General Meeting	02/08/2016	4,896	33	41.6003

B. BOARD MEETINGS

*Number of meetings held

7

S. No.	Date of meeting	Total Number of directors associated as on the date of meeting	Attendance	
			Number of directors attended	% of attendance
1	16/04/2016	6	2	33.33333333
2	23/05/2016	6	3	50
3	13/06/2016	6	6	100
4	09/08/2016	6	6	100
5	10/11/2016	6	6	100
6	02/02/2017	6	6	100
7	22/03/2017	6	5	83.33333333

C. COMMITTEE MEETINGS

Number of meetings held

14

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

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	23/05/2016	4	2	50
2	Audit Committee	09/08/2016	4	4	100
3	Audit Committee	10/11/2016	4	4	100
4	Audit Committee	02/02/2017	4	4	100
5	Nomination and Remuneration	13/06/2016	3	3	100
6	Nomination and Remuneration	02/02/2017	3	3	100
7	Stakeholders Forum	04/04/2016	3	2	66.66666667
8	Stakeholders Forum	04/05/2016	3	2	66.66666667
9	Stakeholders Forum	28/02/2017	3	2	66.66666667
10	Corporate Social Responsibility	22/03/2017	3	2	66.66666667

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	07/07/2017
								(Y/N/NA)
1	ASHOK KUMAR	7	7	100	8	8	100	Yes
2	MANISH MAHAPATRA	7	6	85.71428571	8	8	100	No
3	GOPAL JAIN	7	5	71.42857143	6	5	83.33333333	No
4	V RAGHUNATH	7	5	71.42857143	8	4	50	No
5	NARAYAN RAJ	7	5	71.42857143	6	5	83.33333333	No
6	LATIKA PRAKASH	7	6	85.71428571	6	6	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	ASHOK KUMAR NE	Managing Direct	8,642,960	0	0	0	8,642,960
2	MANISH MAHENDR	Whole-time Dire	8,400,000				8,400,000
	Total		17,042,960	0	0	0	17,042,960

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	RAVI VISHWANATI	CFO	8,284,000	0	0	0	8,284,000
2	MRUTHUNJAYA M	Company Secre	2,294,936	0	0	0	2,294,936
	Total		10,578,936	0	0	0	10,578,936

Number of other directors whose remuneration details to be entered

3

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	LATIKA PRAKASH	Independent Dir	0	0	0	180,000	180,000
2	NARAYAN RAMAC	Independent Dir	0	0	0	150,000	150,000
3	V RAGHUNATHAN	Independent Dir	0	0	0	140,000	140,000
	Total		0	0	0	470,000	470,000

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

(In case of 'No', submit the details separately through the method specified in instruction kit)

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

Mukesh Kumar Siroya

Whether associate or fellow

Associate Fellow

Certificate of practice number

4157

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. ... dated

(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

Digitally signed by
ASHOK KUMAR
NEDURUMALLY
Date: 2017.05.04
22:02:41 +05'30'

DIN of the director

00151814

To be digitally signed by

Digitally signed by
MRUTHUN
JAYA
MURTHY
Date: 2017.05.04 10:33:45+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

Annexure-I_Committee Meetings.pdf MGT-8_Signed.pdf FII List.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