

QUARTERLY COMPLIANCE REPORT ON CORPORATE GOVERNANCE

Name of the Company: **SANGRAHALAYA TIMBER AND CRAFTS LIMITED**
 Quarter ending on: **31ST DECEMBER, 2012**

Particulars	Clauses of Listing Agreement	Compliance Status yes/No	Remarks
I. Board of Directors	49I	Yes	
(A) Composition of Board	49(IA)	Yes	
(B) Non- executive Directors Compensation & disclosures	49(IB)	Yes	
(C) Other provisions as to Board and Committee	49(IC)	Yes	
(D) Code of Conduct	49(ID)	Yes	
II. Audit Committee	49(II)	Yes	
(A) Qualified & Independent Audit Committee	49(IIA)	Yes	
(B) Meeting of Audit Committee	49(IIB)	Yes	
(C) Power of Audit Committee	49(IIC)	Yes	
(D) Role of Audit Committee	49(IID)	Yes	
(E) Review of Information by Audit Committee	49(IIE)	Yes	
III. Subsidiary Companies	49(III)	N.A	
IV. Disclosures	49(IV)	Yes	
(A) Basis of Related Party Transaction	49(IVA)	Yes	
(B) Board Disclosures	49(IVB)	Yes	
(C) Proceeds from public Issues, rights Issue, Preferential issues etc	49(IVC)	N.A	
(D) Remuneration of Directors	49(IVD)	Yes	Will be complied in the Annual Report
(E) Management	49(IVE)	Yes	Will be complied in the Director's Report
(F) Shareholders	49(IVF)	Yes	Will be complied in the Annual Report
V. CEO/CFO Certification	49(V)	Yes	
VI. Report on Corporate Governance	49(VI)	Yes	Will be complied in the Annual Report
VII. Compliance	49(VII)	Yes	Will be complied in the Annual Report

For SANGRAHALAYA TIMBER AND CRAFTS LIMITED

[Handwritten Signature]

COMPLIANCE OFFICER

MUKESH RATHI**(PRACTICING COMPANY SECRETARY)**

56/1, B.B.CHATTERJEE STREET

KOLKATA- 700 042

PH - 98311 33018

TO

The Board of Directors

SANGRAHALAYA TIMBER & CRAFTS LIMITED

5,GORKY TERRACE,

2ND FLOOR

Kolkata-700 017

Company Registration No.-2284

Authorised Capital : Rs.200100000

**SECRETARIAL AUDIT REPORT FOR THE QUARTER ENDED 31ST DECEMBER, 2012
(SEPARATE FOR EACH ISIN)**

1	For the quarter ended	31ST DECEMBER, 2012
2	ISIN	INE932E01018
3	Face Value	Rs.10/-
4	Name of the Company	SANGRAHALAYA TIMBER & CRAFTS LTD.
5	Registered office Address	P.O.Nagimara Dist- Mon Nagaland - 798622 PH: 2500603,2542072
6	Correspondence Address/Head office	5,GORKY TERRACE, 2ND FLOOR Kolkata-700 017
7	Telephone No.& Fax No.	Tel: 033 66133300/01, Fax:033 66133303
8	Name of Stock Exchanges where the Company's Securities are listed	The Gauhati Stock Exchange Ltd.
9	Issued Capital	Number of Shares Face Value 20010000 Rs.10/-
10	Listed Capital(Exchange wise) (As per Company Record)	Number of Shares % of total issued Capital 20010000 100%
11	Shares held in Dematerialized form in NSDL	13111000
12	Shares held in Dematerialized form in CDSL	Nil
13	Share held in Physical form	6899000
14	Total No. of Shares (11+12+13)	20010000
15	Reason for difference,if any, between (9& 10),(9&14),(10&14)	Not Applicable
16	Certifying the details of charges in Share Capital during the quarter under consideration as per Table.	Not Applicable
17	Register of Members is updated (Yes/No)	Yes
18	Reference of previous quarter with regards to excess dematerialized shares,if any	Nil

