



TEA TIME LTD.

"TRINITY PLAZA", 3rd Floor,
84/1A, Topsia Road (South), Kolkata - 700 046, India
Phone : (033) 4055 6800 / 2285 1079 & 81
Fax : (033) 4055 6863, E-mail : teatimeltd@teatimeltd.co.in
CIN : L01132WB1979PLC032246

Date: 19th June, 2021

The Secretary
Department of Corporate Services
BSE Limited
P. J. Towers, 25th Floor, Dalal Street
Mumbai – 400001

The Secretary
The Calcutta Stock Exchange Limited
7, Lyons Range
Kolkata - 700001

SUB: ANNUAL SECRETARIAL COMPLIANCE REPORT FOR THE YEAR ENDED 31.03.2021

Dear Sir,

Enclosed please find herewith Annual Secretarial Compliance Report of **TEA TIME LIMITED** for the year ended 31st March, 2021 as required in terms of Regulation 24A of SEBI (LODR) Regulations, 2015 issued by a Company Secretary in Whole-Time Practice.

The above is for your information and records.

Thanking you.

Yours Faithfully,

FOR TEA TIME LIMITED

[DIRECTOR]

ENCL: AS ABOVE

SECRETARIAL COMPLIANCE REPORT OF TEA TIME LIMITED
FOR THE YEAR ENDED 31ST MARCH, 2021

We, Rinku Gupta & Associates, Company Secretaries, have examined:

- (a) All the documents and records made available to us and explanation provided by **TEA TIME LIMITED** ("the listed entity"),
- (b) The filings/ submissions made by the listed entity to the stock exchanges,
- (c) Website of the listed entity,
- (d) Any other document/ filing, as may be relevant, which has been relied upon to make this certification,

For the year ended 31st March, 2021 ("Review Period") in respect of compliance with the provisions of:

- (a) The Securities and Exchange Board of India Act, 1992 ("SEBI Act") and the Regulations, circulars, guidelines issued thereunder; and
- (b) The Securities Contracts (Regulation) Act, 1956 ("SCRA"), rules made thereunder and the Regulations, circulars, guidelines issued thereunder by the Securities and Exchange Board of India ("SEBI");

The specific Regulations, whose provisions and the circulars/ guidelines issued thereunder, have been examined, include:-

- (a) Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015;
- (b) Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011;
- (c) Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015; and circulars/ guidelines issued thereunder.

And based on the above examination, we hereby report that, during the Review Period:

- (a) The Listed Entity has complied with the provisions of the above Regulations and circulars/ guidelines issued thereunder and there was no non-compliance under the said Regulations and circulars/guidelines issued thereunder;
- (b) The Listed Entity has maintained proper records under the provisions of the above Regulations and circulars/ guidelines issued thereunder insofar as it appears from our examination of those records.

(c) No actions were taken against the Listed Entity/ its promoters/ directors either by SEBI or by Stock Exchanges (including under the Standard Operating Procedures issued by SEBI through various circulars) under the aforesaid Acts/ Regulations and circulars/ guidelines issued thereunder.

(d) There were no observations made by us in our previous Secretarial Compliance Report for the year ended 31st March, 2020 against which actions were pending to be taken by the Listed Entity.

Place :Kolkata

date :17/06/2021

For RINKU GUPTA & ASSOCIATES.
Company Secretaries


RINKU GUPTA
Company Secretary in Practice,
C. P. No. 5748

UDIN : F009237C000486472

