

# 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

U63090DL2003PLC120790

Pre-fill

Global Location Number (GLN) of the company

\* Permanent Account Number (PAN) of the company

AAECA6186G

(ii) (a) Name of the company

AI AIRPORT SERVICES LIMITED

(b) Registered office address

2nd Floor, GSD Building, Air India Complex,  
Terminal-2, IGI Airport,  
New Delhi  
South West Delhi  
Delhi  
110027

(c) \*e-mail ID of the company

cs.aiatsl@airindia.in

(d) \*Telephone number with STD code

01125603302

(e) Website

(iii) Date of Incorporation

09/06/2003

(iv) Type of the Company	Category of the Company	Sub-category of the Company
Public Company	Company limited by shares	Union Government Company

(v) Whether company is having share capital

Yes  No

(vi) \*Whether shares listed on recognized Stock Exchange(s)

Yes  No

(b) CIN of the Registrar and Transfer Agent

U67190MH1999PTC118368

Pre-fill

Name of the Registrar and Transfer Agent

LINK INTIME INDIA PRIVATE LIMITED

Registered office address of the Registrar and Transfer Agents

C-101, 1st Floor, 247 Park,  
Lal Bahadur Shastri Marg, Vikhroli (West)

(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

(d) If yes, provide the Service Request Number (SRN) of the application form filed for extension

(e) Extended due date of AGM after grant of extension

## 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	N7	Other support services to organizations	100

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

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

S.No	Name of the company	CIN / FCRN	Holding/ Subsidiary/Associate/ Joint Venture	% of shares held
1	AIR INDIA LIMITED	U62200DL2007GOI161431	Holding	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	1,000,000,000	138,424,200	138,424,200	138,424,200
Total amount of equity shares (in Rupees)	10,000,000,000	1,384,242,000	1,384,242,000	1,384,242,000

Number of classes

1

Class of Shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
Equity Shares				
Number of equity shares	1,000,000,000	138,424,200	138,424,200	138,424,200
Nominal value per share (in rupees)	10	10	10	10
Total amount of equity shares (in rupees)	10,000,000,000	1,384,242,000	1,384,242,000	1,384,242,000

**(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
<b>Equity shares</b>				
At the beginning of the year	138,424,200	1,384,242,000	1,384,242,000	

<b>Increase during the year</b>	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	
<input type="text" value="0"/>	0	0	0	
<b>Decrease during the year</b>	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	
<input type="text" value="0"/>	0	0	0	
<b>At the end of the year</b>	138,424,200	1,384,242,000	1,384,242,000	
<b>Preference shares</b>				
<b>At the beginning of the year-</b>	0	0	0	
<b>Increase during the year</b>	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	
<input type="text" value="0"/>	0	0	0	
<b>Decrease during the year</b>	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	
<b>At the end of the year</b>	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	26/12/2019		
Date of registration of transfer (Date Month Year)	29/05/2019		
Type of transfer	Equity Shares	1 - Equity, 2- Preference Shares, 3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred	1	Amount per Share/ Debenture/Unit (in Rs.)	10
Ledger Folio of Transferor	44		

Transferor's Name	KUMAR		PANKAJ
	Surname	middle name	first name
Ledger Folio of Transferee	56		
Transferee's Name	NEGI		P S
	Surname	middle name	first name

Date of registration of transfer (Date Month Year)	29/05/2019		
Type of transfer	Equity Shares	1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred	1	Amount per Share/ Debenture/Unit (in Rs.)	10
Ledger Folio of Transferor	45		
Transferor's Name	UBEROI		S S
	Surname	middle name	first name
Ledger Folio of Transferee	57		
Transferee's Name	MALLIK		MEENAKSHI
	Surname	middle name	first name

Date of registration of transfer (Date Month Year)	29/05/2019		
Type of transfer	Equity Shares	1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred	1	Amount per Share/ Debenture/Unit (in Rs.)	10
Ledger Folio of Transferor	53		

Transferor's Name	KHAROLA	SINGH	PRADEEP
	Surname	middle name	first name
Ledger Folio of Transferee	58		
Transferee's Name	LOHANI		ASHWANI
	Surname	middle name	first name

Date of registration of transfer (Date Month Year)	16/09/2019
--	------------

Type of transfer	Equity Shares	1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock
------------------	---------------	--

Number of Shares/ Debentures/ Units Transferred	1	Amount per Share/ Debenture/Unit (in Rs.)	10
---	---	---	----

Ledger Folio of Transferor	54
----------------------------	----

Transferor's Name	MITTAL		ANIL
	Surname	middle name	first name

Ledger Folio of Transferee	59
----------------------------	----

Transferee's Name	SINGH	K.	SANGEETA
	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	<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
<b>Total</b>			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

6,221,302,756

(ii) Net worth of the Company

4,031,772,683

**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	0	0	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	138,424,200	100	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	
	<b>Total</b>	138,424,200	100	0	0

**Total number of shareholders (promoters)**

10

**(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	0	0	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	
	<b>Total</b>	0	0	0	0

**Total number of shareholders (other than promoters)**

0

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

10

**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	10	10
Members (other than promoters)	0	0
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
<b>A. Promoter</b>	0	1	0	1	0	0
<b>B. Non-Promoter</b>	0	0	0	0	0	0
(i) Non-Independent	0	0	0	0	0	0
(ii) Independent	0	0	0	0	0	0
<b>C. Nominee Directors representing</b>	0	3	0	3	0	0
(i) Banks & FIs	0	0	0	0	0	0
(ii) Investing institutions	0	0	0	0	0	0
(iii) Government	0	2	0	2	0	0
(iv) Small share holders	0	0	0	0	0	0
(v) Others	0	1	0	1	0	0
<b>Total</b>	0	4	0	4	0	0

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

5

**(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)
RAJIV BANSAL	00245460	Nominee director	1	

Name	DIN/PAN	Designation	Number of equity share(s) held	Date of cessation (after closure of financial year : If any)
SATYENDRA KUMAR M	07728790	Nominee director	0	
VIMLENDRA ANAND P	08701559	Nominee director	0	
VINOD SHANKER HEJ	07346490	Nominee director	1	11/09/2020
JANASWAMY VENKAT	ADPPJ4047G	CFO	0	02/03/2021

**(ii) Particulars of change in director(s) and Key managerial personnel during the year**

7

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)
ARUN KUMAR	03054493	Nominee director	10/07/2019	CESSATION
PRAVEEN GARG	00208604	Nominee director	21/08/2019	APPOINTMENT
PRAVEEN GARG	00208604	Nominee director	18/02/2020	CESSATION
ASHWANI LOHANI	01023747	Nominee director	14/02/2020	CESSATION
RAJIV BANSAL	00245460	Nominee director	14/02/2020	APPOINTMENT
VIMLENDRA ANAND P	08701559	Nominee director	20/03/2020	APPOINTMENT
SMT VANDANA BATRA	AYUPB1945P	Company Secretar	24/02/2020	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
16th Annual General Meetin	26/12/2019	10	9	100

**B. BOARD MEETINGS**

\*Number of meetings held

3

S. No.	Date of meeting	Total Number of directors associated as on the date of meeting	Attendance	
			Number of directors attended	% of attendance

S. No.	Date of meeting	Total Number of directors associated as on the date of meeting	Attendance	
			Number of directors attended	% of attendance
1	20/06/2019	4	4	100
2	06/09/2019	4	4	100
3	03/12/2019	4	4	100

**C. COMMITTEE MEETINGS**

Number of meetings held

5

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	14th Audit Cor	20/06/2019	4	4	100
2	15th Audit Cor	06/09/2019	4	4	100
3	16th Audit Cor	03/12/2019	4	4	100
4	6th CSR Comr	20/06/2019	4	4	100
5	7th CSR Comr	03/12/2019	4	4	100

**D. \*ATTENDANCE OF DIRECTORS**

S. No.	Name of the director	Board Meetings			Committee Meetings			Whether attended AGM held on 29/12/2020 (Y/N/NA)
		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	
1	RAJIV BANSA	0	0	0	0	0	0	Yes
2	SATYENDRA	3	3	100	5	5	100	Yes
3	VIMLENDRA	0	0	0	0	0	0	Yes
4	VINOD SHAN	3	3	100	5	5	100	No

**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

0

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1							0
	Total						

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

1

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	VANDANA BATRA	COMPANY SEC	9,670,000	0	0	0	9,670,000
	Total		9,670,000	0	0	0	9,670,000

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

i. The Notice convening the 76th Meeting of the Board of Directors was sent to all the Directors on 19th March, 2020 but the said meeting could not be held due to lock down imposed by the Government of India with effect from 25th March, 2020. Along with the BM, the last Audit Comm.

#### 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

SHASHANK TANDON

Whether associate or fellow

Associate  Fellow

Certificate of practice number

14722

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. ... 16 dated 11/06/2020

(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:

1. 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.
2. 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

AMRITA SHARAN  
Digitally signed by AMRITA SHARAN  
Date: 2021.04.05 11:17:47 +05'30'

DIN of the director

08759672

To be digitally signed by

SHASHI BHADOOLA  
Digitally signed by SHASHI BHADOOLA  
Date: 2021.04.03 16:34:22 +05'30'

Company Secretary

Company secretary in practice

Membership number

33874

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

**List of attachments**

<b>Attach</b>
<b>Attach</b>
<b>Attach</b>
<b>Attach</b>

List of shareholders dtd 31032020.pdf  
extensionofagm\_delhi\_10092020.pdf  
MGT-8\_AIASL\_2019-20.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**

**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, books & papers of 'AI AIRPORT SERVICES LIMITED' [U63090DL2003PLC120790] ('the Company') as required to be maintained under the Companies Act, 2013 ('the Act') and the Rules made thereunder for the Financial Year ended on 31<sup>st</sup> March, 2020. In my opinion and to the best of my information and according to the examinations carried out by me and explanations furnished to me by the Company, its officers and agents, I 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, the Company has complied with the provisions of the Act & Rules made thereunder in respect of the following, subject to the reporting made hereunder:
  1. its status under the Act as a 'Public Limited Company';
  2. maintenance of Registers/ Records & making entries therein within the time prescribed therefore;
  3. the filing of forms and returns has not been stated in the Annual Return, however, the Company has filed the relevant Forms and Returns with the Registrar of Companies, Regional Director, Central Government, the Tribunal, Court or other authorities within the prescribed time except for the Forms specifically mentioned in this Report. A tabular representation of all the E-forms filed on the MCA Portal during the period under review has been given hereunder for the sake of convenience:

S. No.	Forms	SRN	Date
1	DIR-12	R34040303	26/02/2020
2	DIR-12	R35273838	12/03/2020
3	DIR-12	H81660557	08/08/2019
4	DIR-12	H86452224	03/09/2019
5	AOC-4 XBRL	R30815021	21/01/2020
6	MGT-7	R31487580	28/01/2020
7	INC-22	H88303136	10/09/2019
8	MSME-1	R18267823	28/11/2019

9	MSME-1	R18268524	28/11/2019
10	MSME-1	R18270629	28/11/2019
11	ADT-1	R27159383	27/12/2019
12	MGT-14	R31141450	24/01/2020
13	INC-24	R31157605	24/01/2020
14	CRA-4	H59096727	13/05/2019
15	CRA-2	H99240202	01/10/2019
16	MGT-14	R04511994	14/10/2019
17	INC-22A	H50080076	08/04/2019
18	MGT-14	R27358159	28/12/2019
19	MGT-14	H87446993	06/09/2019
20	GNL-1	H88025895	09/09/2019
21	RUN	R10118867	31/10/2019

It is further intimated that the following E-forms have been filed on the MCA Portal whilst entailing an Additional Fee:

- a. Form CRA-4 filed vide SRN: H59096727 dated 13/05/2019 with an Additional Fee of Rs. 1200/-;
  - b. Form CRA-2 filed vide SRN: H99240202 dated 01/10/2019 with an Additional Fee of Rs. 1200/-;
  - c. Form MGT-14 filed vide SRN: R04511994 dated 14/10/2019 with an Additional Fee of Rs. 1200/-.
4. the calling/ convening/ holding of 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 have been properly recorded in the Minutes Book/ Registers maintained for the purpose and the same have been signed for all the said Meetings.

However, the Meeting for the last quarter of the Financial Year 2019-20 scheduled to be held on 27th March, 2020, for which the Notice was sent to all the Directors on 19<sup>th</sup> March, 2020, could not be held in light of the Nation-wide Lock Down which was imposed due to the extant COVID-19 situation prior to the date of the said Meeting. Accordingly, it is germane to mention here that during the Financial Year under review, only 3 Board Meetings were held.

Similarly, as regards the Meetings to be convened by the Audit Committee, it is again stated that on the basis of information received from the Management and based upon the perusal of documents of the Company, the Audit Committee Meeting for the last quarter could not be convened as well. Therefore, during the Financial Year under review, only 3 Audit Committee Meetings were held.

5. the Company was not required to close its Register of Members / Security holders.



6. contracts/arrangements with related parties as specified in section 188 of the Act were in the ordinary course of business and on arm's length basis;
7. there were no instances of issue or allotment or buy back of securities/ redemption of preference shares or debentures/ alteration or reduction of share capital/ conversion of shares/ securities and therefore, Company was not required to issue any Share Certificates. However, during the year 2019-20 there were instances of transfer for which the details are being given in Annual return.
8. there were no transactions necessitating the Company to keep in abeyance the rights to dividend, rights Shares and bonus shares pending registration of transfer of shares in compliance with the provisions of the Act.
9. there were no instances of declaration/ payment of dividend; transfer of unpaid/ unclaimed dividend/other amounts as applicable to the Investor Education and Protection Fund in accordance with section 125 of the Act;
10. signing of audited financial statement was as per the provisions of section 134 of the Act and report of directors is as per sub - sections (3), (4) and (5) thereof;
11. constitution/ appointment/ re-appointments/ retirement/ filling up casual vacancies/ disclosures of the Directors, Key Managerial Personnel and the remuneration paid to them was as per the provisions of the Companies Act, 2013 except that the Company had failed to appoint a Woman Director as required in pursuance of the provisions of Section 149(1) read with Rule 3 of Companies (Appointment and Qualification of Directors) Rules, 2014. However, as per the information received from the Company, the said matter was taken up to the Ministry of Civil Aviation and accordingly, Smt. Amrita Sharan, Woman Director, AI Nominee was appointed as a Woman Director on the Board of the Company, w.e.f., 11.09.2020;
12. there was no event of filling up of casual vacancies of Auditors as per the provisions of section 139 of the Act. However, as per the information given by the Management of the Company and on the basis of the perusal of the documents, Form ADT-1 was filed for the appointment of M/s Shah Gupta & Co., Chartered Accountants (the previous Auditors) for their Appointment as the Auditors of the Company for the year under review:
13. there were instances when the Company was required to take approvals from the Central Government, Tribunal, Regional Director, Registrar, Court or such other authorities under the various provisions of the Act. The events where such approvals were taken have been briefly given hereunder for the sake of convenience:
  - a. approval from the Registrar of Companies, NCT of Delhi & Haryana for Change of Name of the Company from 'Air India Air Transport Services



Limited' to 'AI Airport Services Limited' vide the fresh Certificate of Incorporation dated 05<sup>th</sup> February, 2020;

- b. Form GNL-1 vide SRN: H88025895 dated 09/09/2019 was filed for the purpose of seeking approval for extension for holding of the Annual General Meeting of the Company for the Financial Year 2018-19. However, the said Application was overruled by way of the Ministry's Order No. ROC/Delhi/AGM Ext./ 202011538 dated 08.09.2020 for grant of extension to all the Companies for holding of the Annual General Meeting for the said Financial Year in pursuance of the impact of COVID-19.
14. the Company has not accepted/ renewed/ repaid deposits;
15. the Company has not borrowed from its directors, members, public financial institutions, banks and others and creation/ modification/ satisfaction of charges in that respect, wherever applicable;
16. the Company has not given any loans and investments or guarantees given for providing of securities to other bodies corporate or persons falling under the provisions of section 186 of the Act;
17. alteration of the provisions of the Memorandum and Articles of Association of the Company were given effect in view of change of the name of the Company as mentioned in Point No. 14(a) *supra*.

**For M/s Corproficent**



**Sushant Yadon**  
(Company Secretary in Practice)  
Mem. No. 35126; Cert. of Prac.: 14722

UDIN: A035126B004169003

Date: 30<sup>th</sup> March, 2021  
Place: Delhi



**AI AIRPORT SERVICES LIMITED**

**(Formerly known as Air India Air Transport Services Limited)**

Regd. Office: 2nd Floor, GSD Building, Air India Complex, Terminal-2, IGI Airport, New  
Delhi – 110037

CIN : U63090DL2003PLC120790

**LIST OF SHAREHOLDERS OF AI AIRPORT SERVICES LIMITED (FORMERLY  
KNOWN AS AIR INDIA AIR TRANSPORT SERVICES LIMITED) AS ON  
31.03.2020**

<b>Sr. No.</b>	<b>Name of the Shareholder</b>	<b>% of holding</b>	<b>No. of Equity shares held</b>
1	Air India Limited	100%	13,84,24,191
	<b>Nominees of Air India Limited</b>		
2	Shri Ashwani Lohani (As a nominee of Air India Limited)	0%	1
3	Shri Vinod Shanker Hejmadi (As a nominee of Air India Limited)	0%	1
4	Smt Amrita Sharan (As a nominee of Air India Limited)	0%	1
5	Shri P S Negi (As a nominee of Air India Limited)	0%	1
6	Smt Meenakshi Mallik (As a nominee of Air India Limited)	0%	1
7	Smt. Sangeeta K. Singh (As a nominee of Air India Limited)	0%	1
8	Smt Kalpana Rao (As a nominee of Air India Limited)	0%	1
9	Smt Aruna Gopalakrishnan (As a nominee of Air India Limited)	0%	1
10	Shri Ajay Thakur (As a nominee of Air India Limited)	0%	1
Total		100%	13,84,24,200

Correspondence Address : C/o Secretarial Division, 2<sup>nd</sup> Floor, GSD Building, IGI Airport, T2, New Delhi-110037,  
India

Tel No. 011 25603307

भारत सरकार  
कार्पोरेट कार्य मंत्रालय  
कार्यालय कंपनीज रजिस्ट्रार, दिल्ली एवं हरियाणा  
चतुर्थ तल, आई.एफ.सी.आई. टॉवर, 61 नेहरू प्लेस,  
नई दिल्ली - 110019



GOVERNMENT OF INDIA  
MINISTRY OF CORPORATE AFFAIRS,  
OFFICE OF REGISTRAR OF COMPANIES,  
NCT OF DELHI & HARYANA  
4<sup>TH</sup> FLOOR, IFCI TOWER, 61,  
NEHRU PLACE, NEW DELHI - 110019

No. ROC/Delhi/AGM Ext./2020/11538

Dated: 08.09.2020

**ORDER**

**Sub: Extension of time for holding of Annual General Meeting (AGM) for the financial year ended on 31.03.2020**

1. Whereas sub-section (1) of section 96 of the companies Act, 2013 (the Act) provides, inter-alia, that every company, other than a One Person Company, shall in each year hold in addition to any other meetings, a general meeting as its annual general meeting (AGM) and shall specify the meeting as such in the notices calling it, and not more than fifteen months shall elapse between the date of one AGM of a company and that of the next;
2. And whereas, the first proviso to sub-section (1) of section 96 of the Act provides that in case of the first AGM, it shall be held within a period of nine months from the date of closing of the first financial year of the company and in any other case, within a period of six months, from the date of closing of the financial year;
3. And whereas, the third proviso to Section 96(1) of the Act provides that the Registrar may, for any special reason, extend the time within which any annual general meeting, other than the first annual general meeting, shall be held, by a period not exceeding three months;
4. And whereas, various representations have been received from the companies, Industry bodies and Professional Institutes pointing out that several companies are finding it difficult to hold their AGM for the financial year ended on 31.03.2020 due to the difficulties faced in view of the Covid-19 Pandemic;
5. And whereas, the representations have been considered and the undersigned is of the considered opinion that due to such unprecedented special reasons, the time within which the AGM for the financial year ended on 31.03.2020 is required to be held as per provisions of sub-section (1) of Section 96 ought to be extended in terms of the third proviso to section 96(1);

*J. K. Jha*

Page no.2 contd.,

6. Now, therefore, in terms of power vested with the undersigned under the third proviso to sub-section (1) of section 96 of the Act, I hereby extend the time to hold the AGM, other than the first AGM, for the financial year ended on 31.03.2020 for companies within the jurisdiction of this office (i.e, Registrar of Companies, NCT of Delhi & Haryana), which are unable to hold their AGM for such period within the due date of holding the AGM by a period of three months from the due date by which the AGM ought to have been held in accordance with the provisions of sub-section (1) to section 96 of the Act, without requiring the companies to file applications for seeking such extension by filing the prescribed Form No. GNL-1.

Explanation: It is hereby clarified that the extension granted under this Order shall also cover the:

- (i) pending applications filed in Form No. GNL-1 for the extension of AGM for the financial year ended on 31.03.2020, which are yet to be approved;
- (ii) applications filed in Form No. GNL-1 for the extension of AGM for the financial year ended on 31.03.2020, which were rejected,

where the approval for extension of AGM upto 3 months from the due date of the AGM shall be deemed to have been granted by the undersigned without any further action on the part of the company.

(Santosh Kumar)  
Registrar of companies,  
NCT of Delhi & Haryana

संतोष कुमार/SANTOSH KUMAR  
कम्पनी पंजीयक/Registrar of Companies  
कार्यालय कम्पनी रजिस्ट्रार, रा. रा. क्षेत्र, दिल्ली एवं हरियाणा  
Office of Registrar of Companies, NCT of Delhi & Haryana  
कारपोरेट कार्य मंत्रालय/Ministry of Corporate Affairs  
भारत सरकार/Government of India