

Corp. Off.: 502, Kanakia Atrium - 2,
Next to Courtyard Marriott Hotel,
Andheri Kurla Road, Andheri (East),
Mumbai - 400 093 (India)
Ph.: + 91 22 61933100 Fax : +91 22 61933114

18th December, 2015

BSE Limited

Phiroze Jeejeebhoy Towers
Dalal Street
Mumbai-400001

Kind Attn: General Manager-DCS
corp.relations@bseindia.com

National Stock exchange of India Ltd.

Exchange Plaza, C-1, Block G
Bandra Kurla Complex
Bandra (E), Mumbai-400051

Kind Attn: Head- Listing
cmlist@nse.co.in

Sub: Intimation under Regulation 6 of SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015

Dear Sirs,

This has in reference to the regulation mentioned above:

We hereby inform you that the Nomination & Remuneration Committee of the Company has recommended to Board of Directors for the appointment of Ms. Jyoti Sancheti (ACS 24124), an associate member of Institute of Company Secretaries of India as a Company Secretary cum Compliance Officer of the Company at their (3/2015-16)meeting held on 18th December, 2015 at 11 A.M. she has joined the company and her formal appointment be done in the forthcoming Board of Directors meeting .

This is for your information and record.

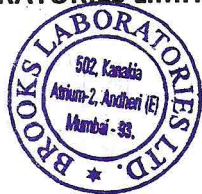
Thanking You,

Yours faithfully

For **BROOKS LABORATORIES LIMITED**



(Rajesh Mahajan)
Managing Director



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EXTRACT OF THE MINUTES OF (3/2015-16) MEETING OF THE NOMINATION & REMUNERATION COMMITTEE OF THE COMPANY HELD ON FRIDAY, THE 18TH DAY OF DECEMBER, 2015 AT 11.00 A.M. AT THE REGISTERED OFFICE OF THE COMPANY AT VILLAGE KISHANPURA, NALAGARH ROAD, BADDI(H.P.)-174101.

RECOMMENDATION FOR APPOINTMENT OF MS. JYOTI SANCHETI, AS A COMPANY SECRETARY CUM COMPLIANCE OFFICER

The Committee was informed that Ms. Jyoti Sancheti, holds the prescribed qualification for appointment as Company Secretary and is competent to hold the position of Company Secretary. The brief resume of Ms. Jyoti Sancheti was placed before the committee for their reference. Therefore, Board is requested to approve the appointment of Ms. Jyoti Sancheti, as a Company Secretary cum Compliance Officer of the Company. After brief discussion by the committee the following resolution was passed:

“RESOLVED THAT pursuant to the provisions of section 203 of the Companies Act, 2013, and any amendments thereto, Ms. Jyoti Sancheti (ACS 24124), an Associate Member of the Institute of Company Secretaries of India, be and is hereby recommended to the Board to be appointed as a Company Secretary of the Company and categorized as the Whole-time Key Managerial Person with immediate effect on remuneration of Rs. 47,000/- per month and the such terms and conditions as decided by the Management.”

“RESOLVED FURTHER THAT Ms. Jyoti Sancheti, Company Secretary be and is hereby recommended to the Board to be designated as a Compliance Officer of the Company as per Regulation 6 of SEBI Listing Obligation and Disclosure Requirements Regulations, 2015.”

“Certified True Copy”

For Brooks Laboratories Limited



Atul Ranchal
(Chairman)



CS JYOTI SANCHETI

EMAIL: jyoti.sancheti21@gmail.com

MOBILE NO.8080387453

Date-18/12/2015

To,

The Chairman

Brooks Laboratories Limited

502, Kanakia Atrium-2,

Next to Courtyard Marriott Hotel,

Andheri Kurla Road, Andheri(East),

Mumbai-400093

Respected Sir,

Subject: Joining Report

I, Jyoti Sancheti (ACS 24124), an associate member of Institute of Company Secretaries of India, do hereby give my consent for joining as a Company Secretary cum Compliance Officer of the Company w.e.f 18.12.2015 FN.

Thank You !

Yours sincerely,



Jyoti Sancheti