

January 13, 2023

To The Listing Department BSE Limited, Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai - 400 001 Scrip Code: 539658	To The Listing Department National Stock Exchange of India Limited, Exchange Plaza, 5th Floor, Plot no. C/1, G Block, Bandra Kurla Complex, Bandra (E), Mumbai - 400 051 Scrip Code: TEAMLEASE
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Dear Sir/Madam,

- Sub: TeamLease Services Limited (TeamLease/Company) - Reconciliation of Share Capital Audit Report of the Company for the quarter ended December 31, 2022
- Ref: Regulation 76 of Securities and Exchange Board of India (Depositories and Participants) Regulations, 2018 (Erstwhile Regulation 55A of SEBI (Depositories and Participants) Regulations, 1996)

In compliance with the provisions of Regulation 76 of Securities and Exchange Board of India (Depositories and Participants) Regulations, 2018 (**Erstwhile Regulation 55A of SEBI (Depositories and Participants) Regulations, 1996**), please find enclosed Reconciliation of Share Capital Audit Report of the Company for the quarter ended December 31, 2022. The above said report dated January 11, 2023 has been signed by Mr. Mukesh Siroya, M Siroya and Company, Practicing Company Secretaries.

Kindly take the above information on record and oblige.

Thanking You.

Yours faithfully,

For **TeamLease Services Limited**

Alaka Chanda
Company Secretary and Compliance Officer

Encl.: As stated above

M Siroya and Company
Company Secretaries

A-103, Samved Building (Madhukunj), Near EktaBhoomi Gardens, Rajendra Nagar, Borivali (E), Mumbai 400066
Tel.:+91 22 28706523/24; 28546523(D); Cel.:+91 9324310151; E-mail: siroyam@gmail.com; www.msiroya.com

RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

1. For Quarter Ended	31.12.2022		
2. ISIN	INE985S01024		
3. Face Value	Rs. 10/- per share		
4. Name of the Company	TeamLease Services Limited		
5. Registered Office Address	315 Work Avenue Campus, Ascent Bldg., Koramangala Ind. Layout, Jyoti Nivas College Road, Koramangala, Bangalore - 560095, Karnataka, India		
6. Correspondence Address	315 Work Avenue Campus, Ascent Bldg., Koramangala Ind. Layout, Jyoti Nivas College Road, Koramangala, Bangalore - 560095, Karnataka, India		
7. Telephone & Fax Nos.	Tel.: (91-80) 68243000; Fax: (91-80) 68243001		
8. Email address	i. corporateaffairs@teamlease.com ii. alaka.dhawan@teamlease.com		
9. Names of the Stock Exchanges where the company's securities are listed :	BSE Limited ("BSE") National Stock Exchange of India Limited ("NSE")		
		Number of shares	% of Total Issued Cap.
10. Issued Capital		17096769	100%
11. Listed Capital (Exchange-wise) (as per company records)	BSE & NSE	17096769	100%
12. Held in Dematerialized form in CDSL		933459	5.46
13. Held in Dematerialized form in NSDL		16162409	94.53
14. Physical		901	0.01

15. **Total No. of shares (12+13+14)** 17096769 100%

16. **Reasons for difference if any, between (10&11), (10&15), (11&15):** N.A.

17. **Certifying the details of changes in share capital during the quarter under consideration as per Table below :**

Particulars***	No. of shares	Applied / Not Applied for listing	Listed on Stock Exchanges (Specify Names)	Whether intimated to CDSL	Whether intimated to NSDL	In-Principal approval Pending from SE (Specify Names)
-	-	-	-	-	-	-

*** Rights, Bonus, Preferential Issue, ESOP's, Amalgamation, Conversion, Buyback, Capital Reduction Forfeiture, Any other (to specify).

18. **Register of Members is updated (Yes / No)** YES
If not, updated upto which date

19. **Reference of previous quarter with regards to excess Dematerialized shares, if any** N.A.

20. **Has the company resolved the matter mentioned in point no.19 above in the current quarter? If not, reason why?** N.A.

21. Mentioned the total no. of requests, if any, confirmed after 21 days and the total no. of requests pending beyond 21 days with the reasons for delay :

Total No. of demat requests	No. of requests	No. of shares	Reasons for delay
Confirmed after 21 Days	NIL	NIL	N.A.
Pending for more than 21 days	NIL	NIL	N.A.

22. Name, Telephone & Fax No. of the Compliance Officer of the Company

Ms. Alaka Chanda
 Company Secretary &
 Compliance Officer
 Tel : +91 80 6824 3336
 Fax: +91 80 6824 3001

23. Name, Address, Tel. & Fax No., Regn. no. of the Practicing Company Secretary

Mr. Mukesh Siroya,
 M. Siroya and Company,
 Company Secretaries
 A-103, Samved Building
 (Madhukunj), Near Ekta Bhoomi
 Gardens, Rajendra Nagar,
 Borivali (E), Mumbai - 400066.
 Tel.: 022 28706523/24;
 28546523 (D)
 CP No. 4157; M. No. F. 5682

24. Appointment of common agency for share registry work

If yes (name & address)

KFin Technologies Limited
 (Formerly known as KFin
 Technologies Private Limited)
 Selenium Tower B, Plot 31 & 32,
 Financial District,
 Nanakramguda, Serilingampally
 Hyderabad Rangareddi
 Telangana 500 032, India.
 Tel: +91 40 6716 2222 Fax: +91
 40 2300 1153
 E-mail:
 einward.ris@kfintech.com

25 Any other detail that the auditor may like to provide. (e. g. BIFR company, delisting from SE, company changed its name etc.)

NIL

**For M Siroya and Company
Company Secretaries**

**Mukesh Siroya
Proprietor
C.P. No. 4157
Membership No.: FCS 5682
UDIN: F005682D002944112**

**Date: January 11, 2023
Place: Mumbai**