

April 14, 2023

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|---|---|
| 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 |
|---|---|

Dear Sir/Madam,

Sub: TeamLease Services Limited (TeamLease/Company) - Reconciliation of Share Capital Audit Report of the Company for the quarter ended March 31, 2023

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 March 31, 2023. The above said report dated April 13, 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

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|---|---|
| 1. For Quarter Ended | 31.03.2023 |
| 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 |
| 6. Correspondence Address | 315 Work Avenue Campus, Ascent Bldg., Koramangala Ind. Layout, Jyoti Nivas College Road, Koramangala, Bangalore - 560095 |
| 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") |
| 10. Issued Capital | |
| 11. Listed Capital (Exchange-wise) (as per company records) | BSE & NSE |
| 12. Held in Dematerialized form in CDSL | |
| 13. Held in Dematerialized form in NSDL | |
| 14. Physical | |
| 15. Total No. of shares (12+13+14) | |
| 16. Reasons for difference if any, between (10&11) , (10&15) , | |

| | Number of shares | % of Total Issued Cap. |
|--|---------------------|---------------------------------|
| | 17096769 | 100% |
| | 17096769 | 100% |
| | 949260 | 5.55% |
| | 16146608 | 94.44% |
| | 901 | 0.01% |
| | 17096769 | 100% |
| | N.A. | |

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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

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

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

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|------|
| 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**

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|--|
| Ms. Alaka Chanda Company Secretary & Compliance officer Tel : +91 80 6824 3336 Fax: +91 80 6824 3001 |
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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 EktaBhoomi
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

Email:
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
KUMAR
SIROYA**

Digitally signed by MUKESH KUMAR SIROYA
DN: c=IN, postalCode=400066,
st=MAHARASHTRA, streets=MUMBALI=MUMBALI,
ou=Personal,
serialNumber=e15e6e05278c342cc20e8a8691f
69397ca9ff67681e7e45ac3373a83344623,
pseudonym=6a7655236e9e4f7b48c54ce89db0
e79,
2.5.4.20eccc5e4024ff5857685fd11c56b1804faf
c6436e86914dbf6b7a316becc54,
email=SIROYA@GMAIL.COM, cn=MUKESH
KUMAR SIROYA,
Date: 2023.04.13 16:17:42 +05'30'

**Mukesh Siroya
Proprietor
C.P. No. 4157
Membership No.: FCS 5682
UDIN: F005682E000086477**

**Date: April 13, 2023
Place: Mumbai**