

January 17, 2023

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| To Listing Department BSE Limited, Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai - 400 001 Scrip Code: 539658 | To 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/the Company) – Structured Digital Database (SDD) Compliance Certificate for the quarter ended December 31, 2022

Ref: Regulation 3(5) and 3(6) of Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015

With reference to the captioned subject and pursuant to Regulation 3(5) and 3(6) of Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 please find enclosed the Structured Digital Database (SDD) Compliance Certificate for the quarter ended December 31, 2022 certified by the Compliance Officer of the Company.

Kindly take the above said information on record as per the requirement of SEBI PIT Regulations, 2015.

Thanking You.

Yours faithfully,

For **TeamLease Services Limited**

Alaka Chanda

Company Secretary and Compliance Officer

Encl: As above

COMPLIANCE CERTIFICATE FOR THE QUARTER ENDED DECEMBER 31, 2022

(Pursuant to Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015)

I, Alaka Chanda, Compliance Officer of TeamLease Services Limited hereby confirm that I am aware of the compliance requirement of Structured Digital Database (SDD) pursuant to provisions of Regulation 3(5) and 3(6) of Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (PIT Regulations) and I certify that:

| Sl. No. | Particulars | Comments/Remarks |
|----------------|--|--|
| 1. | The Company has a Structured Digital Database in place | <p>Yes, the Company purchased SDD software after the close of the first quarter of FY'23 and the same is operational with effect from September 01, 2022. The software is hosted and maintained internally at Company's server.</p> <p>Prior to the software, the SDD was maintained on an MS-Excel file (Password Protected) supported by a declaration by respective department(s)/person(s) who has shared the UPSI. Based on the declaration which contains names of persons by whom and to whom the UPSI is being shared, details thereof are entered in the MS Excel file.</p> <p>However, all the historical data maintained in the Excel file prior to September 01, 2022 has been uploaded in the SDD software with effect from September 01, 2022.</p> |
| 2. | Control exists as to who can access the SDD | Yes |
| 3. | All the UPSI disseminated in the previous quarter have been captured in the Database | Yes |
| 4. | The system has captured nature of UPSI along with date and time | Yes |
| 5. | The database has been maintained internally and an audit trail is maintained | Yes |

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| 6. | The database is non-tamperable and has the capability to maintain the records for 8 years. | <p>The SDD which was implemented w.e.f. September 01, 2022, is non-tamperable and has capability to maintain the records for 8 years.</p> <p>The MS-Excel file (which is password protected), maintained prior to September 01, 2022 may not have been tamper proof due to the very nature of the MS Excel software application.</p> <p>However, all the historical data maintained in the Excel file prior to September 01, 2022 has been uploaded in the SDD software with effect from September 01, 2022.</p> |
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Further I also confirm that the Company was required to capture one event during the quarter ended December 31, 2022 and has captured the said required event, details of the same is as below:

| Sl. No. | Event Details | Date of Disclosure to Stock Exchange |
|---------|--|--------------------------------------|
| 1. | Financial Results under Regulation 33 of SEBI (LODR) Regulations, 2015 | November 09, 2022 |

I would like to report that the following non-compliance(s) was observed in the previous quarter and the remedial action(s) taken along with timelines in this regard: **Not Applicable**

For **TeamLease Services Limited**

Alaka Chanda
Compliance Officer

Date: January 17, 2023
Place: Bangalore