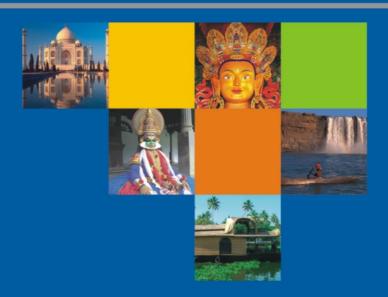
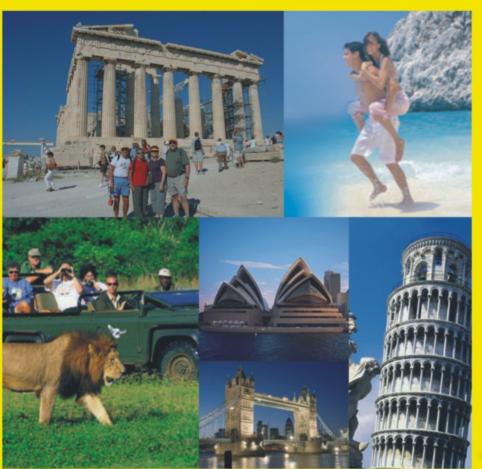
# INTERNATIONAL TRAVEL HOUSE LIMITED

# ON ANNUAL REPORT- 2008





# Welcome to the world of International Travel House



International Travel House Limited is a total travel management company with an ISO 9001 accreditation and 27 milestone years as its track record. With strategic affiliations, a nationwide network, 24x7 travel counters and a complete range of in-house services, ITH provides end-to-end travel solutions from ticketing, hotel accomodation, transportation, money changing to organising conferences and events. Amongst all this only one thing remains constant ..... the pursuit of excellence.





National Tourism Award Tourist Transport Operator



Golden Peacock Award Innovative Product / Service 2007



Best Travel Agency-India Award TTG 2005, 2006 & 2007



Ethics is Good Business Award PHDCCI



Excellence in Corporate Governance 2007



Best Car Rental Company in India Award Hospitality and Explore The World

## **CONTENTS**

Board of Directors	2
Notice of Annual General Meeting	3
Your Directors	6
Report on Corporate Governance	9
Shareholder Information	16
Report of the Directors & Management Discussion and Analysis	20
Annexures to the Report of the Directors	23
CEO & CFO Certification	25
Balance Sheet	26
Profit and Loss Account	27
Cash Flow Statement	28
Schedules to the Accounts	29
Report of the Auditors	45
Balance Sheet Abstract	48

#### **BOARD OF DIRECTORS**

#### Chairman and Non-Executive Director

Sahibzada Syed Habib-Ur-Rehman

### **Managing Director**

Jehangir Jal Ghadiali

#### **Non-Executive Directors**

Nakul Anand Anil Rajput

Homi Phiroze Ranina

Subrahmoneyan Chandra Sekhar

Krishan Lal Thapar Om Prakash Vaish

#### **BOARD COMMITTEES**

#### **Audit Committee Investor Services Committee**

K. L. Thapar	Chairman	O. P. Vaish	Chairman
H. P. Ranina	Member	Jehangir J. Ghadiali	Member
S. C. Sekhar	Member	S. C. Sekhar	Member
O. P. Vaish	Member	Janaki Aggarwal	Secretary
Jehangir J. Ghadiali	Invitee		
(Managing Director)		Nominations & Remunerati	on Committee
Atul Kumar	Invitee	S. S. H. Rehman	Chairman
(Chief Financial Officer)		Nakul Anand	Member

Mark Rebello Invitee Anil Rajput Member (Head of Internal Audit) H. P. Ranina Member S. C. Sekhar Member Representative of the Invitee K. L. Thapar Member Statutory Auditors Secretary O. P. Vaish Member Janaki Aggarwal

## CORPORATE MANAGEMENT COMMITTEE

#### **Executives Director**

Atul Kumar Member Jehangir J. Ghadiali Chairman Ghanshyam Arora Member Janaki Aggarwal Secretary

**Registered Office** 

## **Company Secretary**

'Travel House', T-2, Community Centre Janaki Aggarwal Sheikh Sarai, Phase-I, New Delhi-110 017

## S. R. Batliboi & Associates **Chartered Accountants**

Gurgaon

**Auditors** 

**ANNUAL REPORT 2008** 

#### NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Twenty Seventh Annual General Meeting of the Members of International Travel House Limited will be held at Air Force Auditorium, Subroto Park, New Delhi - 110 010, on Thursday, the 21st day of August, 2008 at 9.30 a.m. for the transaction of the following businesses:-

#### **ORDINARY BUSINESS**

- To consider and adopt the Accounts of the Company for the financial year ended 31st March, 2008, the Balance Sheet as at that date and the Reports of the Directors and Auditors thereon.
- 2. To declare a dividend for the financial year ended 31st March, 2008.
- 3. To appoint Directors in place of those retiring by rotation.
- 4. To appoint Auditors and to fix their remuneration. In this connection, to consider and, if thought fit, to pass, with or without modification, the following resolution which will be proposed as an Ordinary Resolution:-

"Resolved that Messrs. S.R. Batliboi & Associates, Chartered Accountants, be and are hereby appointed as the Auditors of the Company to hold such office until the conclusion of the next Annual General Meeting to conduct the audit at a remuneration of Rs. 13,00,000/- (Rupees Thirteen Lacs) plus service tax as applicable, and reimbursement of out-of-pocket expenses incurred."

#### **SPECIAL BUSINESS**

- 5. To consider and, if thought fit, to pass, with or without modification, the following resolution which will be proposed as an Ordinary Resolution:-
  - "Resolved that Mr. Jehangir Jal Ghadiali be and is hereby appointed a Director of the Company, whose period of office shall be liable to determination by retirement of Directors by rotation."
- 6. To consider and, if thought fit, to pass the following resolution which will be proposed as a Special Resolution:
  - "Resolved that, in accordance with the applicable provisions of the Companies Act, 1956, or

any amendment or modification thereof, this Meeting hereby approves the appointment of Mr. Jehangir Jal Ghadiali as the Managing Director of the Company with effect from 17th February, 2008, for a period of two years, on the terms and conditions of remuneration as approved by the Board of Directors of the Company and as set out in the Explanatory Statement annexed to the Notice convening this Annual General Meeting, a copy whereof initialled by the Chairman for identification is placed before this Meeting."

The Register of Members of the Company shall remain closed from Thursday, 7th August, 2008 to Thursday 21st August, 2008, both days inclusive. Share Transfers received in order with the Company's Registrars and Share Transfer Agents, M/s. MCS Limited at Sri Venkatesh Bhawan, W-40, Okhla Industrial Area, Phase-II, New Delhi-I 10 020, by close of business on 6th August, 2008 will be processed for payment of dividend, if declared, to the transferees or to their mandatees and the dividend, if declared, will be paid on or after 26th August, 2008, to those Members entitled thereto and whose names shall appear on the Register of Members of the Company on 21st August, 2008, or to their mandatees, subject however, to the provisions of Section 206A of the Companies Act, 1956, or any amendment or re-enactment thereof. In respect of dematerialised shares, the dividend will be payable on the basis of beneficial ownership as per details to be furnished by the National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) for this purpose.

By Order of the Board

Place : New Delhi Janaki Aggarwal
Dated : 7th May, 2008 Company Secretary

#### **NOTES:**

 A Member entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend and vote on a poll on his behalf. A proxy need not be a Member of the Company.

#### **NOTICE OF ANNUAL GENERAL MEETING**

Proxies, in order to be effective, must be received at the Registered Office of the Company, not less than forty-eight hours before the commencement of the Annual General Meeting i.e. by 9.30 a.m. on 19th August, 2008.

- Explanatory Statement pursuant to Section 173 of the Companies Act, 1956, relating to the Special Business to be transacted at the Annual General Meeting is annexed.
- Corporate Members are requested to send to the Registered Office of the Company, a duly certified copy of the Board Resolution pursuant to Section 187 of the Companies Act, 1956, authorising their representative to attend and vote at the Annual General Meeting.
- 4. In accordance with the provisions of Article 143 of the Articles of Association of the Company, Mr. O.P. Vaish and Mr. H.P. Ranina will retire by rotation at the Annual General Meeting and being eligible, offer themselves for re-appointment. These Directors do not hold any shares in the Company.
- 5. Additional information, pursuant to Clause 49 of the Listing Agreement with Stock Exchanges, on Directors recommended by the Board of Directors for appointment / re-appointment at the Annual General Meeting is appearing in the Report and Accounts.
- Members are requested to bring their admission slips alongwith copy of the Report and Accounts to the Annual General Meeting.
- Members holding shares in the certificate form are requested to notify / send the following to M/s. MCS Limited to facilitate better servicing:
  - i) any change in their address / mandate / bank details,
  - ii) particulars of their bank account, in case the same have not been furnished earlier, and
  - iii) share certificates held in multiple accounts in identical names or joint accounts in the same order of names, for consolidation of such shareholdings into a single account.
- 8. Members are advised that bank details and addresses as furnished by them or by NSDL / CDSL to the Company, for shares held in the certificate form and in the dematerialised form respectively, will be printed on their dividend warrant(s) as a measure of protection against fraudulent encashment.

 Dividend for the financial year ended 31st March, 2001, which remains unpaid or unclaimed, will be due for transfer to the Investor Education and Protection Fund of the Central Government ('IEPF') in the month of October, 2008, pursuant to the provisions of Section 205A of the Companies Act, 1956.

Members who have not encashed their dividend warrant(s) for the financial year ended 31st March, 2001, or any subsequent financial year(s), are requested to lodge their claims with the Company. In respect of dividend for the financial year ended 31st March, 2001, it will not be possible to entertain claims which are received by the Company after 22nd October, 2008.

Members are advised that in terms of the provisions of Section 205C of the Companies Act, 1956, once unclaimed dividend is transferred to IEPF, no claim shall lie in respect thereof.

- 10. Members who hold shares in the certificate form and wish to make / change nomination in respect of their shareholding in the Company, as permitted under Section 109A of the Companies Act, 1956, may submit to M/s. MCS Limited the prescribed Form 2B.
- 11. Members who wish to obtain any information on the Company or view the Accounts for the financial year ended 31st March, 2008, may visit the Company's website www.travelhouseindia.com.

#### **EXPLANATORY STATEMENT**

Annexed to the Notice convening the Twenty Seventh Annual General Meeting to be held on Thursday, 21st August, 2008.

#### Item 5

Mr. Jehangir J. Ghadiali was appointed as Additional Director of the Company with effect from 17th February, 2008.

In terms of Section 260 of the Companies Act, 1956 ('the Act') and Article 130 of the Articles of Association of the Company, Mr. Ghadiali will vacate his office at the Annual General Meeting. Due notice under Section 257 of the Act has been received by the Company from a Member proposing the appointment of Mr. Ghadiali as Director of the Company at this Annual General Meeting, whose period of office shall be liable to determination by retirement of Directors by rotation. Mr. Ghadiali has filed his consent pursuant to Section 264(1) of the Act to act as such Director, if appointed.

#### NOTICE OF ANNUAL GENERAL MEETING

Mr. Ghadiali is interested in the Resolution relating to his appointment. None of the other Directors of your Company is interested in this Resolution.

The Board of Directors of your Company recommends this Resolution for your approval.

#### Item 6

The Board of Directors of your Company ('the Board') at its meeting held on 24th January, 2008, on the recommendation of the Nominations and Remuneration Committee, appointed Mr. Jehangir J. Ghadiali as the Managing Director of the Company with effect from 17th February, 2008, for a period of two years, on the following remuneration, as recommended by the Nominations and Remuneration Committee, subject to the approval of the Members, in pursuance of the provisions of Schedule XIII and other applicable provisions of the Companies Act, 1956 ('the Act'):-

- (i) Consolidated Salary Rs. 85,000/- per month.
- (ii) Supplementary Allowance Rs. 75,000/- per month.
- (iii) Performance Bonus Not exceeding 50% of the Consolidated Salary payable annually, for each financial year, as may be determined by the Board.
- (iv) Perquisites In addition to the aforesaid Consolidated Salary, Supplementary Allowance and Performance Bonus, Mr. Ghadiali shall be entitled to perquisites like reimbursement of medicals, leave travel concession for self and family, club fees etc., in accordance with the Rules of the Company, the monetary value of such perquisites being limited to Rs. 3,00,000/- per annum, for the purpose of which limit perquisites shall be evaluated as per Income Tax Rules, wherever applicable and in the absence of any such Rule, perquisites shall be evaluated at actual cost. However, the following shall not be included in the aforesaid perquisite limit:-

- (a) Rent free accommodation owned / leased / rented by the Company, or Housing Allowance in lieu thereof, as per the Rules of the Company.
- (b) Contribution to Provident Fund and Superannuation Fund upto 27% of the Consolidated Salary and contribution to Gratuity Fund up to 8.33% of the Consolidated Salary or up to such other limit as may be perscribed under the Income-Tax Act, 1961 and the Rules made thereunder, for this purpose.
- (c) Use of Company car for official purposes and telephone at residence (including payment for local calls and long distance official calls).
- (d) Encashment of unavailed leave as per the Rules of the Company at the time of retirement / cessation of service.

The aggregate of the remuneration and perquisites / benefits, including contribution towards Provident Fund, Superannuation Fund and Gratuity Fund, payable to Mr. Ghadiali as the Managing Director shall not exceed 5% of the profits of the Company calcualted in accordance with the provisions of Section 198 and 309 of the Act. The above remuneration shall also be the Minimum Remuneration payable to Mr. Ghadiali as Managing Director of the Company in case of absence or inadequacy of profits.

None of the Directors of your Company, other than Mr. Ghadiali, is interested in this Special Resolution.

The Board recommends this Special Resolution for your approval.

By Order of the Board

Place : New Delhi Janaki Aggarwal Dated : 7th May, 2008 Company Secretary

## YOUR DIRECTORS

#### S. S. H. Rehman

S. S. H. Rehman has been a Non-Executive Director of the Company since 9th March, 1992 and was appointed Chairman of the Company on 4th November, 1997. He is an Executive Director on the Board of ITC Limited and is currently in charge of the Hotels, Travel & Tourism and Foods businesses of that Company.

Rehman was educated at Osmania University in Hyderabad and began his career with the Indian Army. In 1975, he moved over to the hospitality industry and joined ITC Limited in 1979. At ITC-Welcomgroup, he has been General Manager of its premier hotels across India as also its Regional Director, Vice President-Operations and President.

Rehman is associated with several Travel Trade organisations and he has been recognised through many awards and citations. As a part of the tourism business for over 33 years, he has been associated with various tourism bodies such as World Travel and Tourism Council (WTTC) and Chairman of the Tourism Committee at Assocham and the Confederation of Indian Industries (CII). Rehman is also a member of the tourism task force in the Prime Minister's Reconstruction Plan for the State of Jammu & Kashmir.

#### **Other Directorships**

Name of the Company	Position	
Landbase India Limited	Chairman & Director	
Gujarat Hotels Limited	Chairman & Director	
Fortune Park Hotels Limited	Chairman & Director	
Srinivasa Resorts Limited	Vice Chairman & Director	
ITC Limited	Executive Director	
Maharaja Heritage Resorts Limited	Director	
Tourism Finance Corporation of India Limited	Director	
Mumbai International Convention & Exhibition Centre Limited	Director	

#### **Committee Membership of other Companies: Nil**

#### Jehangir J. Ghadiali

Jehangir J. Ghadiali was appointed as an additional director and also as the Managing Director of the Company with effect from 17th February, 2008 for a period of two years.

He holds a Diploma in Hotel Management, Applied Nutrition & Catering Technology from IHMCTAN, Mumbai. He has rich experience of over 28 years with the Hotel and Tourism Industry. He joined ITC Limited in its Hotel Division as a management trainee in the year 1979 and since then worked in various positions and functions in ITC-Welcomgroup hotels. Just prior to joining Travel House, he was the General Manager of the ITC Park Sheraton & Towers, Chennai. He is a professional member of the Institute of Marketing and Management and has represented ITC Welcomgroup at various fora including TAAI, SATTE, FHRAI, WTM, BTF and ATM. He was selected General Manager of the Year - Luxury Hotel for the year 1998 by H&FS. He does not hold directorship or committee membership of any other company.

#### **Nakul Anand**

Nakul Anand was appointed as a Non-Executive Director of the Company on 6th January, 1998. Anand is an Economics Honours graduate from Delhi University. He joined ITC Limited in its Hotels Division as a management trainee in the year 1978. Since then he has held various positions in ITC-Welcomgroup's prestigious hotels including that of General Manager of the flagship hotel, ITC Maurya. He is currently the Divisional Chief Executive of Hotels Division of ITC Limited.

Anand is widely recognised for excellent man-management and team building abilities and for infusing the spirit of action and result oriented work culture. A firm believer of value based strategies, he has created a unique quality control model of operational excellence. He has won a number of awards for excellence including General Manager of the Year among General Managers worldwide, the Green Hotelier, to name a few.

#### **Other Directorships**

Name of the Company	Position	
Gujarat Hotels Limited	Director	
Srinivasa Resorts Limited	Director	
Fortune Park Hotels Limited	Director	
Bay Islands Hotels Limited	Director	
Maharaja Heritage Resorts Limited	Director	
Adayar Gate Hotels Limited	Director	
Landbase India Limited	Director	

#### YOUR DIRECTORS

#### **Committee Memberships of other Companies**

Name of the Company	Committee	Position
Gujarat Hotels Limited	Investor Services Committee	Member

#### **Anil Rajput**

Anil Rajput was appointed as a Non-Executive Director of the Company on 29th May, 2000. He is an MBA from Delhi University and joined ITC Limited in 1976 in the finance function. Since then he has held various positions in ITC-Welcomgroup and now is the Vice President, Corporate Affairs of the Company. He has been associated with the hospitality industry for last 32 years and served International Travel House Limited from 1983 to 1989. During his tenure, the network of the Company expanded from two locations to multi locations. He does not hold directorship or committee membership of any other company.

#### H. P. Ranina

H. P. Ranina was appointed as a Non-Executive Director of the Company on 1st August, 1983 and is an Independent Director on the Board. He is a Chartered Accountant and Advocate by qualification and is currently practicing as an Attorney, having specialisation in Taxation, Corporate and Foreign Exchange Laws of India. He wrote his first book on Income Tax at the age of 25 and thereafter, he has authored several publications. He is a prolific writer, having written more than 2000 articles. He was appointed by the Government of India as a Member of a Committee of Experts to draft a new Income-tax Law. He has addressed more than 500 professional seminars on Taxation and Economics, Foreign Exchange Regulation Law both in India and abroad.

Ranina is the recipient of the "Outstanding Young Person's Award" both at the State and National levels from the Jaycees. He has also been bestowed the "Economic Analyst Par Excellence" award by Rotary International. He was nominated by the Government of India as a Director on the Central Board of Reserve Bank of India since 27th November, 2000. He is the Chairman of the Inspection and Audit Committee of the Reserve Bank of India.

#### **Other Directorships**

Name of the Company	Position
Pennwalt India Limited	Director
Zenith Computers Limited	Director

#### **Committee Memberships of other Companies: Nil**

#### S. C. Sekhar

S. C. Sekhar was appointed as a Non-Executive Director of the Company on 6th January, 1998. A Science graduate from Delhi University and a fellow member of The Institute of Chartered Accountants of India, Sekhar joined ITC Limited in its Hotels Division in the year 1978. During these 30 years, he has held various positions in the finance function besides working as Executive Assistant to Chairman of ITC's Hotels Division. In 1992, he took over as Head of Finance and was subsequently promoted as Executive Vice-President with Finance, Treasury, Audit, Legal and Information Technology under his span of control. He is currently the Senior Executive Vice President of Hotels Division of ITC Limited and Managing Director of Landbase India Limited.

#### **Other Directorships**

Name of the Company	Position
Landbase India Limited	Managing Director
Gujarat Hotels Limited	Director
Srinivasa Resorts Limited	Director
Fortune Park Hotels Limited	Director
Bay Islands Hotels Limited	Director
Maharaja Heritage Resorts Limited	Director
Adayar Gate Hotels Limited	Director
CLI3L e-Services Limited	Director

#### **Committee Memberships of other Companies**

Name of the Company	Committee	Position
Srinivasa Resorts Limited	Audit Committee	Chairman
Gujarat Hotels Limited	Investor Services Committee	Chairman
Gujarat Hotels Limited	Audit Committee	Member
Adayar Gate Hotels Limited	Audit Committee	Member
CLI3L e-Services Limited	Audit Committee	Member

## YOUR DIRECTORS

#### K. L. Thapar

K. L. Thapar was appointed as an Independent Non-Executive Director of the Company on 9th March, 2004. He is the former Principal Advisor and Secretary to the Government of India in the Planning Commission and is presently the Chairman of the Asian Institute of Transport Development. The Institute is an acknowledged centre of excellence for research and studies in the infrastructure sector with a special consultative status with the United Nations.

Thapar has wide ranging experience spanning over four decades in policy formulation, planning, investment and management of infrastructure at national and international levels. He has chaired and served on several Commissions and Committees set up by the Government and International Bodies. He is the author of well known report that led to the liberalisation of the hotel and tourism industry in the country.

As Adviser and Consultant to International Institutions such as United Nations, World Bank, Asian Development Bank, he has served in a number of countries. He holds a Master's degree in Humanities and is an alumni of professional institutions like Economic Development Institute of the World Bank, British Staff College etc. He does not hold directorship or committee membership of any other company.

#### O. P. Vaish

O. P. Vaish was appointed as an Independent Non-Executive Director of the Company on 28th March, 2002. He is a Senior Advocate of Supreme Court of India and founder of the law firm, 'Vaish Associates', Advocates at New Delhi, Gurgaon and Mumbai.

He served the Indian Revenue Service and had been Chief (Taxation Division) of the Federation of Indian Chambers of Commerce and Industry for 8 years. He was President of PHD Chamber of Commerce and Industry & Member of the local Advisory Board of Bank of America, Member of Managing Committee of Assocham, Board of Directors of Rotary International, Board of Trustees of Rotary Foundation, Member of Expert Committee to advise Government on new Company Law.

Currently he is President of International Fiscal Association, Vice Chairman of Indian Fiscal Academy, Member of FICCI Executive Committee & Finance Committee of Rotary International, Member of Board of Trustees of Centre for Civil Society and Chairman of Rotary Blood Bank. He is Government nominee on the Council of the Institute of Chartered Accountants of India.

#### **Other Directorships**

Name of the Company	Position
PNB Finance & Industries Limited	Director
Indo Rama Synthetics (India) Limited	Director
Godfrey Philips India Limited	Director
The India Thermit Corporation Limited	Director
Emaar MGF Land Limited	Director

#### **Committee Memberships of other Companies**

Name of the Company	Committee	Position
Godfrey Philips India Limited	Audit Committee	Chairman
PNB Finance & Industries Limited	Audit Committee	Member
Emaar MGF Land Limited	Audit Committee	Member

#### REPORT ON CORPORATE GOVERNANCE

The Directors present the Company's Report on Corporate Governance.

#### THE COMPANY'S GOVERNANCE PHILOSOPHY

The Company firmly believes in good Corporate Governance and has made it a practice and a continuous process of development right across the Company. The Company's philosophy on Corporate Governance envisages the attainment of high level of transparency and accountability in the functioning of the Company and conduct of business and places due emphasis on regulatory compliance. It has empowered the Executive Management to take decisions with regard to day to day operations and has also created checks and balances that such decisions are taken with care and responsibility to meet Shareholders' aspirations and societal expectations.

The Company's Corporate Philosophy is focussed on its people who are its most important asset and values its employees' integrity, creativity, ability, judgement and opinions who in turn demonstrate the highest ethical standards and responsibility towards the shareholders. This has helped the Company to take rapid strides in its pursuit for excellence.

The Company is committed to enhance shareholder value in a fair and transparent manner and has been in the forefront for bench marking itself with the best business practices globally.

#### **The Governance Structure**

The practice of Corporate Governance in the Company is at three inter linked levels :

- i. Strategic supervision by the Board of Directors;
- ii. Strategic management by the Corporate Management Committee; and
- iii. Executive management by the Functional Heads under the overall guidance and direction of the Managing Director.

This three-tier structure enables the Board of Directors to carry out the task of strategic supervision as trustees of Shareholders, unencumbered by the task of strategic management, in a manner that imparts objectivity and secures sharpened accountability from the management. Similarly, the Corporate Management Committee can engage in the task of strategic management of the

Company as a whole, leaving the task of day-to-day executive management with the empowered Functional Heads under the overall guidance and direction of the Managing Director.

#### **BOARD OF DIRECTORS**

In terms of the Company's Corporate Governance Policy, all statutory and other significant and material information are placed before the Board to enable it to discharge its responsibility of strategic supervision of the Company as trustees of the Shareholders.

#### Composition

The composition of the Board of Directors of the Company is balanced, comprising Executive and Non-Executive Directors, the latter including independent professionals. The present strength of the Board of Directors of the Company is eight, of which one is an Executive Director.

## Composition of the Board of Directors as on 31st March, 2008

Category	No. of Directors	Percentage to total no. of Directors
Executive Director	I	12
Non-Executive Independent Directors	3	38
Other Non-Executive Directors	4	50
Total	8	100

#### Meetings and Attendance

During the year under review, the Board Meetings were held on the following dates :

SI. No.	Date	Board Strength	No. of Directors present
I	11th May, 2007	8	7
2	31st July, 2007	8	5
3	29th October, 2007	8	8
4	24th January, 2008	8	8
5	28th March, 2008	8	7

#### REPORT ON CORPORATE GOVERNANCE

The composition of Board as on 31st March, 2008 and Directors' attendance at the Board Meetings during the financial year and the last Annual General Meeting (AGM) as also their other Directorships and Committee Memberships are given below:

SI. No.	Director	Category	No. of Board meetings attended	Attendance at last AGM	No. of other Directorships*	No. of other Committee Memberships/ Chairmanships**
I	S. S. H. Rehman	Chairman & Non-Executive Director	5	Yes	8	Nil
2	H. P. Ranina	Non-Executive Independent Director	5	Yes	2	Nil
3	K. L. Thapar	Non-Executive Independent Director	5	Yes	Nil	Nil
4	O. P. Vaish	Non-Executive Independent Director	4	Yes	5	3 (including I as Chairman)
5	Nakul Anand	Non-Executive Director	5	Yes	7	I
6	Anil Rajput	Non-Executive Director	3	Yes	Nil	Nil
7	S. C. Sekhar	Non-Executive Director	3	Yes	8 (including I as Managing Director)	5 (including 2 as Chairman)
8	Anil Bhandari ***	Managing Director	4	Yes	N.A.	N.A.
9	Jehangir J. Ghadiali****	Managing Director	I	N.A.	Nil	Nil

<sup>\*</sup> Excludes Directorships in Indian Private Limited Companies, Foreign Companies, Memberships of Managing Committees of various Chambers / Bodies and Alternate Directorship.

#### **COMMITTEES OF THE BOARD**

The Board of Directors has constituted three Committees of the Board - the Audit Committee, the Investor Services Committee and the Nominations & Remuneration Committee. The role and composition of these Committees, including the number of the meetings held and the related attendance, is as follows:

#### A. AUDIT COMMITTEE

The Audit Committee of the Board, inter alia, provides reassurance to the Board on the existence of an effective internal control environment that ensures:

- efficiency and effectiveness of the operations;
- safeguarding of assets;
- reliability of financial and other management information:

compliance with relevant national laws and regulations.

The Audit Committee is empowered, pursuant to its terms of reference, inter alia, to :

- investigate any activity within its terms of reference and to seek information from any employee;
- obtain legal or other independent professional advice and to secure the attendance of outsiders with relevant experience and expertise, when considered necessary.

The role of the Committee includes the following:

- Overseeing the Company's financial reporting process and the disclosure of its financial information to ensure that the financial statements are correct, sufficient and credible;
- Recommending the appointment and removal of external auditors, fixation of audit fee and approval of payment of fees for any other services rendered by the auditors;

<sup>\*\*</sup> Represents Memberships / Chairmanships of Audit Committee and Investors Grievance Committee of Indian Public Limited Companies.

Ceased to be a Director w.e.f. 17th February, 2008.

<sup>\*\*\*\*</sup> Appointed as Director and Managing Director w.e.f. 17th February, 2008.

#### REPORT ON CORPORATE GOVERNANCE

- Reviewing with the management the annual financial statements before submission to the Board, focussing primarily on:
  - Any changes in accounting policies and practices
  - Major accounting entries based on exercise of judgement by management
  - Qualifications in the draft audit report
  - Significant adjustments arising out of audit
  - The going concern assumption
  - Compliance with Accounting Standards
  - Compliance with Stock Exchanges and legal requirements concerning financial statements
  - Related party transactions;
- Reviewing with the management, external and internal auditors, the adequacy of internal control systems and Company's statement on the same prior to endorsement by the Board;
- Reviewing the adequacy of the internal audit function, including the structure of internal audit department, staffing and seniority of the official heading the department, reporting structure, coverage and frequency of internal audit;
- Reviewing reports of internal audit and discussion with internal auditors on any significant findings and follow up thereon;
- Reviewing the findings of any internal investigations by the internal auditors and the executive management's response on matters where there is suspected fraud or irregularity or failure of internal control systems of a material nature and reporting the matter to the Board:
- Discussion with external auditors, before the audit commences, on nature and scope of audit as well as after conclusion of audit to ascertain any areas of concern and review the comments contained in their management letter;
- Reviewing the Company's financial and risk management policies;
- Looking into the reasons for substantial defaults, if any, in payment to the depositors, debentureholders, shareholders (in case of non payment of declared dividends) and creditors;
- Considering such other matters as may be required by the Board;

 Reviewing any other areas which may be specified as role of the Audit Committee under the Listing Agreement, Companies Act and other statutes, as amended from time to time.

#### Composition

The Audit Committee comprises four Non-Executive Directors, with three of them being Independent Directors. The Chairman of the Committee is a Non-Executive Independent Director. The Managing Director, the Chief Financial Officer, the Head of Internal Audit and the representative of the Statutory Auditors are Invitees to the Audit Committee, and the Company Secretary is the Secretary to the Committee.

All members of the Committee are financially literate and two members have accounting and financial management expertise. The names of the members of the Audit Committee, including its Chairman, are provided elsewhere in the Report and Accounts.

#### Meetings and Attendance

Details of Audit Committee Meetings held during the financial year 2007-2008

SI. No.	Date	Committee Strength	No. of Members present	
I	11th May, 2007	4	3	
2	31st July, 2007	4	2	
3	29th October, 2007	4	4	
4	24th January, 2008	4	4	

Attendance at Audit Committee Meetings held during the financial year

Director	No. of meetings attended
K. L. Thapar	4
H. P. Ranina	4
O. P. Vaish	3
S. C. Sekhar	2

#### REPORT ON CORPORATE GOVERNANCE

#### **B. INVESTOR SERVICES COMMITTEE**

The Investor Services Committee of the Board oversees redressal of shareholder and investor grievances and approves sub-division / transmission of shares, issue of duplicate share certificates etc.

#### Composition

The Investor Services Committee comprises three Directors with two of them being Non-Executive Directors. The Chairman of the Committee is a Non-Executive Independent Director.

The names of the members of the Investor Services Committee, including its Chairman, are provided elsewhere in the Report and Accounts.

#### Meetings and Attendance

Details of Investor Services Committee Meetings held during the financial year ended 31st March, 2008

SI. No.	Date	Committee Strength	No. of Members present
I	11th May, 2007	3	2
2	30th July, 2007	3	3
3	29th October, 2007	3	3
4	24th January, 2008	3	3

Attendance at Investor Services Committee Meetings held during the financial year

Director	No. of meetings attended
O. P. Vaish	4
S. C. Sekhar	3
Anil Bhandari	4

# C. NOMINATIONS & REMUNERATION COMMITTEE

The Nominations & Remuneration Committee of the Board, inter alia, recommends to the Board of Directors, the compensation terms of the Managing Director and the seniormost level of management immediately below the Managing Director. It also makes recommendations to the Board regarding top level successions and appointments viz. the membership of the Board, the Corporate Management Committee and the seniormost level of executive management one level below the Board. This Committee also functions as the Remuneration Committee in terms of Schedule XIII to the Companies Act, 1956.

#### Composition

The Nominations & Remuneration Committee comprises all Non-Executive Directors. The Chairman of the Company is the Chairman of this Committee.

The names of the members of the Nominations & Remuneration Committee, including its Chairman, are provided elsewhere in the Report and Accounts.

#### Meetings and Attendance

Details of Nominations & Remuneration Committee Meetings held during the financial year ended 31st March, 2008

SI. No.	Date	Committee Strength	No. of Members present
I	11th May, 2007	7	6
2	30th July, 2007	7	7
3	29th October, 2007	7	7
4	24th January, 2008	7	7

#### REPORT ON CORPORATE GOVERNANCE

Attendance at Nominations & Remuneration Committee Meeting held during the financial year ended 31st March, 2008

Director	No. of meetings attended
S. S. H. Rehman	4
Nakul Anand	4
Anil Rajput	4
H. P. Ranina	4
S. C. Sekhar	3
K. L. Thapar	4
O. P. Vaish	4

#### **Remuneration Policy**

The Company's remuneration strategy aims at attracting and retaining high calibre talent. The remuneration policy, therefore, is market-led and takes

into account the competitive circumstance of each business so as to attract and retain quality talent and leverage performance significantly.

#### Remuneration of Directors

The remuneration of the Managing Director is determined and recommended to the Board by the Nominations & Remuneration Committee. The recommendations of the Committee are considered and approved by the Board subject to the approval of the Shareholders and other approvals as may be necessary. The Managing Director is entitled to Performance Bonus, as may be determined by the Nominations & Remuneration Committee.

Non-Executive Directors are not paid any remuneration. However, Independent Non-Executive Directors are entitled to sitting fees for attending meetings of the Board and Committees thereof. The sitting fees as determined by the Board are presently Rs. 7,500/- and Rs. 5,000/- for each meeting of the Board and Committee respectively.

Details of Remuneration paid to the Directors during the financial year ended 31st March, 2008

(Rs. in Lacs)

Director	Consolidated Salary	Supplementary Allowance	Perquisites and other Benefits	Performance Bonus	Total	Sitting Fees
Executive Director						
Anil Bhandari*	13.19	3.17	16.88	3.30	36.54	_
Jehangir J. Ghadiali**	1.23	1.09	0.88	-	3.20	-
Non-Executive Directors						
S.S.H. Rehman	-	_	-	-	_	_
Nakul Anand	_	_	-	-	-	-
Anil Rajput	-	_	-	-	-	-
H. P. Ranina	-	_	-	-	-	0.77
S. C. Sekhar	_	_	-	-	-	-
K. L. Thapar	_	-	-	-	-	0.77
O. P. Vaish	_	_	_	_	_	0.85

Ceased to be the Managing Director effective 17th February, 2008.

Presently, the Company does not have a scheme for grant of stock options.

<sup>\*\*</sup> Appointed as the Managing Director effective 17th February, 2008.

#### REPORT ON CORPORATE GOVERNANCE

#### Directors' Shareholding

Shareholding of the Directors in the Company as on 31st March, 2008

Director	No. of Equity Shares of Rs. 10/- each held singly / jointly	
S. S. H. Rehman	Nil	
Jehangir J. Ghadiali	Nil	
Nakul Anand	100	
Anil Rajput	Nil	
H. P. Ranina	Nil	
S. C. Sekhar	Nil	
K. L. Thapar	Nil	
O. P. Vaish	Nil	

#### Service Contracts and Severance Fees

The appointment of the Managing Director is governed by the resolutions passed by the Board of Directors and the Shareholders of the Company, which covers the terms and conditions of such appointment read with the service rules of the Company. There is no separate provision for payment of severance fee under the resolutions governing the appointment of the Managing Director.

#### **CORPORATE MANAGEMENT COMMITTEE**

The primary role of the Corporate Management Committee is strategic management of the Company's businesses within Board approved direction / framework.

#### Composition

The Corporate Management Committee comprises the Managing Director and three or four key senior members of management. The Managing Director of the Company is the Chairman of this Committee. The composition of the Corporate Management Committee is determined by the Board based on the recommendation of the Nominations & Remuneration Committee.

The names of the members of the Corporate Management Committee, including its Chairman, are provided elsewhere in the Report and Accounts.

#### Meetings and Attendance

Details of Corporate Management Committee Meetings held during the financial year ended 31st March, 2008

SI. No.	Date	Committee Strength	No. of Members present
I	9th April, 2007	4	4
2	24th May, 2007	3	3
3	25th June, 2007	3	3
4	23rd July, 2007	4	3
5	22nd August, 2007	4	4
6	3rd October, 2007	4	3
7	30th October, 2007	4	3
8	28th November, 2007	4	4
9	3rd January, 2008	4	3
10	25th January, 2008	4	4
П	29th February, 2008	3	3

Attendance at Corporate Management Committee Meetings held during the financial year

Member	No. of meetings attended
Anil Bhandari*	10
Atul Kumar	10
Ghanshyam Arora	8
Arvind Sinha**	I
Jehangir J. Ghadiali***	8

- \* Ceased to be a Member w.e.f. 17th February, 2008.
- \*\* Ceased to be a Member w.e.f. 23rd May, 2007.
- \*\*\* Appointed as a Member w.e.f. 1st July 2007.

#### REPORT ON CORPORATE GOVERNANCE

#### **DISCLOSURES**

 Materially significant related party transactions which may have potential conflict with the interests of the Company at large.

None; Confirmation was placed before the Audit Committee and the Board that all related party transactions during the year under reference were in the ordinary course of business and on arm's length basis.

 Details of non-compliances, penalties, strictures by Stock Exchanges / SEBI / Statutory Authorities on any matter related to capital markets during the last three years.

#### **None**

 Pecuniary relationship or transactions with the Non-Executive Directors.

None

#### **MEANS OF COMMUNICATION**

Timely disclosure of consistent, comparable, relevant and reliable information on corporate financial performance is at the core of good governance. Towards this end, the quarterly results of the Company were announced within a month of the end of each quarter for the first three quarters. The Audited annual results alongwith the results for the fourth quarter were announced within two months of the end of the financial year. Such results are normally published in 'The Financial Express' (all editions) and in a vernacular newspaper, 'Jansatta' from New Delhi. All these results, including the entire Report and Accounts, were posted on SEBI's and Company's websites www.sebiedifar.nic.in and www.travelhouseindia.com respectively.

The Report of the Directors, forming part of the Report and Accounts, includes all aspects of the Management Discussion and Analysis Report.

## ITH CODE OF CONDUCT FOR PREVENTION OF INSIDER TRADING

The Company has adopted a Code of Conduct for Prevention of Insider Trading ('ITH Code') in the

shares and securities of the Company. The ITH Code, inter alia, prohibits purchase / sale of shares of the Company by employees while in possession of unpublished price sensitive information in relation to the Company. The Code is available on the Company's website.

#### **ITHL CODE OF CONDUCT**

The ITHL Code of Conduct, as adopted by the Board of Directors, is applicable to all Directors, senior management and employees of the Company. This Code is derived from three interlinked fundamental principles, viz. good corporate governance, good corporate citizenship and exemplary personal conduct. The Code covers ITHL's commitment to sustainable development, concern for occupational health, safety and environment, transparency and auditability, legal compliance, and the philosophy of leading by personal example. The Code is available on the Company's website.

## **Declaration** as required under Clause 49 of the Listing Agreement

All Directors and senior management of the Company have affirmed compliance with The ITHL Code of Conduct for the financial year ended 31st March, 2008.

New Delhi Jehangir J. Ghadiali 7th May, 2008 Managing Director

#### **GENERAL SHAREHOLDER INFORMATION**

Provided in the 'Shareholder Information' section of the Report and Accounts.

#### **COMPLIANCE CERTIFICATE OF THE AUDITORS**

The Statutory Auditors Certificate, as stipulated in Clause 49 of the Listing Agreement with Stock Exchanges, that the Company has complied with the conditions of Corporate Governance is annexed to the Report of the Directors & Management Discussion and Analysis.

This Certificate will be forwarded to the Stock Exchanges alongwith the Annual Report of the Company.

#### SHAREHOLDER INFORMATION

#### **Annual General Meeting Details**

Date	Thursday, 21st August, 2008
Venue	Air Force Auditorium, Subroto Park, New Delhi-110 010
Time	9.30 a.m.
Book Closure Dates	Thursday, 7th August, 2008 to Thursday, 21st August, 2008 (both days inclusive)
Dividend Payment Date	Thursday, 28th August, 2008

## Registrars & Share Transfer Agents (RTA)

M/s. MCS Limited are the Registrars and Share Transfer Agents of the Company for carrying out share registration and other related activities of the Company.

#### **Address for Correspondence**

MCS Limited Sri Venkatesh Bhawan.

W-40, Okhla Industrial Area, Phase - II,

New Delhi - 110 020

Telephone Nos.: 41406149-52, 41609386

Facsimile No. : 41709881

Shareholders holding shares in the electronic form should address their correspondence, except those relating to dividend, to their respective Depository Participants.

#### **Compliance Officer**

Mrs. Janaki Aggarwal, Company Secretary, is the Compliance Officer under Clause 47 of the Listing Agreement with Stock Exchanges.

#### **Share Transfer Committee**

The Share Transfer Committee of the Company generally meets fortnightly for approving share transfers. The processing activities with respect to requests received for share transfer are completed within 20 days from the date of receipt of request.

There are no pending share transfers as on 31st March, 2008.

The Share Transfer Committee comprises the following:

Mr. Atul Kumar Chief Financial Officer	Member
Mrs. Janaki Aggarwal Company Secretary	Member
Mr. Asish Bhattacharjee General Manager, Finance	Member

#### **Dematerialisation of Shares and Liquidity**

The Shares of the Company are required to be compulsorily traded in dematerialised form and are available for trading under both the Depository Systems in India - NSDL and CDSL. The International Securities Identification Number (ISIN) allotted to the Company's Equity Shares under the Depository System is INE 262B01016. The annual custody fee for the financial year 2008-09 has been paid to NSDL and CDSL, the Depositories.

As on 31st March, 2008, 72,04,551 Shares of the Company constituting 90.12% of the subscribed and paid-up Share Capital stand dematerialised. The processing activities with respect to the requests received for dematerialisation are completed within 15 days.

#### **Shareholder / Investor Complaints**

The Company received 3 share related complaints during the financial year ended 31st March, 2008, which translate to 0.0251% of the total number of Shareholders of the Company. The said complaints have been resolved.

The Company attended to Shareholder / Investor complaints and other correspondence generally within a period of 15 days except where constrained by disputes or legal impediments. There are some pending cases relating to disputes over title to Shares in which the Company has been made a party. These cases however are not material in nature.

Nature of Complaint	Nos.	%
Loss of Share Certificates	3	0.03

The e-mail ID earmarked for investor complaints :  $investor\_TH@ith.co.in$ 

## SHAREHOLDER INFORMATION

#### Distribution of Shareholding as on 31st March, 2008

No. of	No. of S	hareholders	No. of Equity Shares		
Shares Slab	Total	% to Shareholders	Total	% to Share Capital	
I-500	11,386	94.75	11,76,603	14.72	
501-1000	331	2.75	2,60,943	3.26	
1001-2000	155	1.29	2,21,779	2.77	
2001-3000	53	0.44	1,33,841	1.67	
3001-4000	20	0.17	74,281	0.93	
4001-5000	20	0.17	94,976	1.19	
5001-10000	21	0.17	1,51,141	1.89	
10001-50000	22	0.18	5,28,320	6.61	
50001-100000	5	0.04	3,39,070	4.24	
100001 & above	4	0.04	50,13,546	62.72	
Total	12,017	100.00	79,94,500	100.00	

#### Categories of Shareholders as on 31st March, 2008

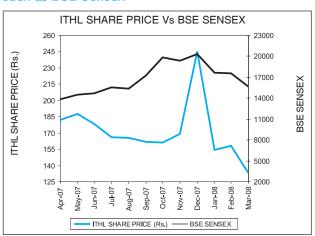
SI. No.	Category	No. of Shares held	% to Share holding						
Α	Promoters Holding								
I	Indian Promoters								
	ITC Limited	2,87,600	3.60						
	Russell Credit Limited	36,26,638	45.36						
2	Persons acting in Concert								
	Russell Investments Limited	10,17,663	12.73						
	Sub Total	49,31,901	61.69						
В	Non Promoter Holding								
3	Institutional Investors								
a	Mutual Funds and UTI	Nil	Nil						
b	Banks	300	0.01						
С	Foreign Institutional Investors	200	0.00						
	Sub Total	500	0.01						
4	Others								
a	Private Corporate Bodies	6,00,603	7.51						
b	Indian Public	22,94,531	28.70						
С	NRIs / OCBs	1,58,865	1.99						
d	Any Other	8,100	0.10						
	Sub Total	30,62,099	38.30						
	<b>Grand Total</b>	79,94,500	100.00						

# Monthly High and Low quotes and Volume of Shares traded on Bombay Stock Exchange (BSE)

	Bombay Stock Exchange					
Year	Month	High (Rs.)	Low (Rs.)	Volume (Nos.)		
2007	April	193.95	136.15	2,47,972		
	May	199.00	164.00	1,97,055		
	June	191.60	156.00	86,818		
	July	201.00	160.00	1,14,171		
	August	176.90	136.00	2,02,047		
	September	179.00	160.05	3,81,222		
	October	174.80	151.00	4,36,440		
	November	181.95	150.00	3,28,962		
	December	261.90	166.10	11,93,052		
2008	January	250.00	144.50	2,53,272		
	February	188.50	138.00	1,49,348		
	March	165.00	116.65	6,11,449		

Note – There was no trading in the Company's Shares on the Delhi Stock Exchange during the last financial year.

# Performance in comparison to broad based indices such as BSE Sensex



Note - Indicates monthly closing positions.

# Listing of Shares on Stock Exchanges (with Stock Code)

The Delhi Stock Exchange Association Limited (109092) 'DSE House' 3/I, Asaf Ali Road, New Delhi-110 002 Bombay Stock Exchange Limited (500213) Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai-400 001

The Listing Fee for the financial year 2008-2009 has been paid to the Stock Exchanges.

#### SHAREHOLDER INFORMATION

#### Financial Calendar

Financial Year 2008-2009					
I	First Quarter Results	July 2008			
2	Second Quarter and Half-Year Results	October 2008			
3	Third Quarter Results	January 2009			
4	Fourth Quarter and Annual Results	May 2009			

#### Particulars of past three AGMs

AGM	Financial Year	Venue	Date	Time	Special Resolution(s) Passed
26th	2006-07		18-09-07	9.30 a.m.	
25th	2005-06	Air Force Auditorium Subroto Park New Delhi Pin - 110010	28 - 09 - 06	9.30 a.m.	Alteration of Articles of Association     Extension of term of Mr. Anil Bhandari as Managing Director
24th	2004-05		12-09-05	3.30 p.m.	

#### **Postal Ballot**

No special resolution requiring a postal ballot was proposed last year. No special resolution requiring a postal ballot is being proposed for the ensuing AGM.

#### SHAREHOLDER REFERENCER

#### **Unclaimed Dividend**

Unclaimed dividend for the years prior to and including the financial year 2000-2001 (Interim) has been transferred to the General Revenue Account of the Central Government / the Investor Education and Protection Fund established by the Central Government (IEPF), as applicable.

Shareholders who have not encashed their dividend warrant(s) relating to the financial year(s) upto and including 1994-1995 may claim such dividend (transferred to the General Revenue Account) from the Registrar of Companies, NCT of Delhi and Haryana, B-Block, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi - 110 003, in the prescribed form, which can be furnished by the Company on request.

The dividend for the undernoted years remaining unclaimed for 7 years will be transferred by the Company in accordance with the schedule given below, to the IEPF. Once unclaimed dividend is transferred to IEPF, no claim shall lie in respect thereof.

Financial Year	Date of Declaration/ Payment of Dividend	Due for Transfer to IEPF on
2000-200 I (Final)	17th September, 2001	23rd October, 2008*
2001-2002	24th July, 2002	29th August, 2009
2002-2003	18th July, 2003	23rd August, 2010
2003-2004	23rd July, 2004	28th August, 2011
2004-2005	12th September, 2005	18th October, 2012
2005-2006	28th September, 2006	3rd November, 2013
2006-2007	18th September, 2007	24th October, 2014

<sup>\*</sup> It will not be possible to entertain claims received by the Company after 22nd October, 2008.

Shareholders who have not so far encashed their dividend warrant(s) or have not received the same are requested to seek issue of duplicate warrant(s) by writing to the Company confirming non-encashment / non-receipt of dividend warrant(s).

#### SHAREHOLDER INFORMATION

#### **Depository Services**

Shareholders may write to our RTA or to their respective Depositories for guidance on depository services.

#### Address for Correspondence with Depository

National Securities Depository Limited

Trade World, A Wing, 4th floor, Kamala Mills Compound Senapati Bapat Marg, Lower Parel, Mumbai 400 013

Telephone: 022-24994200

Facsimile : 022-24972993 / 24976351

E-mail : info@nsdl.co.in Website : www.nsdl.co.in

Central Depository Services (India) Limited

Phiroze Jeejeebhoy Towers

17th floor, Dalal Street, Mumbai 400 001

Telephone: 022-22723333

Facsimile : 022-22723199 / 22722072
E-mail : investors@cdslindia.com
Website : www.cdslindia.com

#### **Electronic Clearing Service (ECS) Facility**

The Company, with respect to payment of dividend, provides the facility of ECS to the Shareholders. Shareholders holding shares in the certificate form, who wish to avail the ECS facility, may authorise the Company by sending their ECS mandate in the prescribed form in case the same has not been furnished earlier.

#### **Nomination Facility**

Shareholders who hold shares in the certificate form & wish to make / change nomination in respect of their shareholding in the Company, as permitted under Section 109A of the Companies Act, 1956, are requested to submit to the RTA the prescribed Form 2B for this purpose.

#### **REPORT OF THE DIRECTORS & MANAGEMENT DISCUSSION AND ANALYSIS**

#### FOR THE FINANCIAL YEAR ENDED 31st MARCH, 2008

Your Directors submit their Report for the financial year ended 31st March, 2008.

#### **Financial Performance**

Your Company recorded an income of Rs.78.84 crores (previous year Rs.73.90 crores) representing a growth of 7%. Profit Before Tax at Rs. 17.09 crores depicted an increase of 5% while Profit After Tax and prior period adjustment at Rs. 10.54 crores registered a growth of 5%. Your Company earned Rs. 12.27 crores in foreign exchange and utilised foreign exchange of Rs.0.19 crores. Details of foreign exchange earnings and outgo are provided in Schedule 19 to the Accounts. Your Directors are pleased to recommend a dividend of Rs.3/- (previous year Rs.3/-) per Equity Share of Rs. 10/- each for the year ended 31st March, 2008. The cash outflow in this regard will be Rs.2.81 crores (previous year Rs.2.81 crores) including Dividend Distribution Tax of Rs.0.41 crores (previous year Rs.0.41 crores). Your Board further recommends a transfer to the General Reserve of Rs.1.05 crores (previous year Rs. I.00 crore).

#### **Business Operations**

Whilst foreign arrivals into India during the calendar year 2007 showed a positive trend and touched 5 million as against 4.45 million in the previous year, this trend was somewhat dampened towards the last quarter of the financial year because of the ongoing recession in the United States economy and its impact on countries whose economies are closely linked to that of the USA.

Outbound departures by Indian nationals nudged 10 million (a growth of over 15%). Inflationary pressures are, however, mounting and it is feared that this could inhibit growth in this segment. Nevertheless, your Company is fast gearing up to become a significant player in the outbound market and has already entered into arrangements with many overseas service providers.

The proliferation of domestic airlines and the growth of low cost carriers led to heightened competition, resulting in the commissionable element of the fares being lowered. In this scenario, travel managment companies like yours will need to diversify into other travel related services and also reduce transaction costs through innovative measures. Your Company is actively seized of this matter and is constantly reviewing its product / services portfolio.

During the year under review, your Company received top awards from premier airlines like Air India, British Airways, KLM, Lufthansa, Malaysian Airlines, Cathay Pacific, Kingfisher and Jet Airlines for outstanding performance.

To capture emerging opportunities, new branch offices were commissioned at Chandigarh in September 2007 and at Noida in March 2008. Additional offices in currently unrepresented areas are under consideration.

Your Company's Car Rental business continued to contribute significantly to its turnover and profitability. Upgradation and expansion of the fleet continued apace taking the fleet strength to approximately 600 cars with most of the new additions being in the high-end and luxury categories.

During the year under review, your Company handled prestigious MICE events like Mobility Expo, World Congress on Urban Infrastructure in Developing Countries, Defexpo, Light India International, Auto Expo, Air Power etc.

India is likely to see a marginally lower rate of GDP growth than over the past few years. During the last quarter of 2007-08, inflationary pressures were felt by the economy and these have continued well into the first quarter of 2008-09. Inflation was fuelled in particular by the unprecedented rise of global petroleum prices. The profitability of Corporate India fell during the last quarter of 2007-08 and the first quarter of 2008-09. Your Company's business, being

#### REPORT OF THE DIRECTORS & MANAGEMENT DISCUSSION AND ANALYSIS

#### FOR THE FINANCIAL YEAR ENDED 31st MARCH, 2008

heavily dependent upon the Indian corporate sector, felt the consequent impact during the last quarter of 2007-08 and a further slowdown is likely in the first half of 2008-09.

#### **Awards & Recognition**

During the course of the year, your Company received the following awards:

- National Tourism Award Tourist Transport Operator 2006-07 from the Ministry of Tourism, Government of India.
- Golden Peacock Award for Excellence in Corporate Governance, 2007 from the Institute of Directors and World Council for Corporate Governance
- Golden Peacock Innovative Product / Service Award, 2007 from the Institute of Directors.
- Best Travel Agency India, 2007 from TTG Asia for the third year running.
- Best Car Rental Company in India, 2007 from Hospitality India & Explore the World.

Travel House continues to be the only ISO 9001 certified travel company in India and its certification has been revalidated for the second time until January, 2009.

#### **Human Resource Development**

Your Directors sincerely appreciate the valuable inputs of all the team members and wish to continue to lay great emphasis on the manpower resource development function through improved training and motivational inputs.

#### **Directors**

Mr. Anil Bhandari completed his tenure as Managing Director of the Company on 16th February, 2008 and also ceased to be a Director on that date. Your

Directors would like to place on record their sincere appreciation of the services rendered by Mr. Bhandari during his tenure.

The Board at its meeting held on 24th January, 2008 appointed Mr. Jehangir J. Ghadiali as Additional Director and subject to your approval, as the Managing Director with effect from 17th February, 2008. Appropriate resolutions seeking your approval to his appointment as a Director liable to retire by rotation and as the Managing Director are appearing in the Notice convening the 27th Annual General Meeting of the Company.

In accordance with the provisions of Article 143 of the Articles of Association of the Company, Mr. O. P. Vaish and Mr. H. P. Ranina will retire by rotation at the ensuing Annual General Meeting of your Company and, being eligible, offer themselves for re-appointment. Your Board of Directors has recommended their re-appointment.

#### **Auditors**

The Auditors, Messrs. S. R. Batliboi & Associates, retire at the ensuing Annual General Meeting and, being eligible, offer themselves for re-appointment.

#### Other Information

Particulars of employees required to be disclosed in accordance with the provisions of Section 217 (2A) of the Companies Act, 1956 and the certificate of the Auditors, Messrs. S. R. Batliboi & Associates confirming compliance of conditions of Corporate Governance as stipulated under Clause 49 of the Listing Agreement with the Stock Exchanges in India, are annexed to the Report.

The Audit Committee of the Company reviewed the financial statements for the year under review at its meeting held on 6th May, 2008 and recommended the same for the approval of the Board of Directors.

#### **REPORT OF THE DIRECTORS & MANAGEMENT DISCUSSION AND ANALYSIS**

### FOR THE FINANCIAL YEAR ENDED 31st MARCH, 2008

#### **Directors' Responsibility Statement**

As required under Section 217 (2AA) of the Companies Act, 1956, your Directors confirm having :

- followed in the preparation of the Annual Accounts, the applicable Accounting Standards alongwith proper explanation relating to material departures if any;
- (ii) selected such accounting policies and applied them consistently and made judgements and estimates that are reasonable and prudent so as to give a true and fair view of the state of affairs of the Company at the end of the financial year and of the profit of the Company for that period;
- (iii) taken proper and sufficient care for the maintenance of adequate accounting records in accordance with the provisions of the Companies Act, 1956, for safeguarding the assets of the Company and for preventing and detecting fraud and other irregularities; and
- (iv) prepared the Annual Accounts on a going concern basis.

changes in government policy are expected to bear fruit in coming years by not only encouraging more tourist arrivals but also by positively impacting visitor spend:

Visa on arrival: The proposal to grant visa on arrival to tourists from 18 countries should have a very positive impact on arrivals from these countries.

Privatisation and Modernisation of Airports: Civil Aviation Ministry will upgrade / build major existing airports through Public and Private Participation (PPP) route. A comprehensive plan for 35 non-metro airports is also under preparation.

National Highways: The National Highway Development Programme with an investment of Rs.2,20,000 crores upto 2012 has been established. Better road connectivity will open up many new tourist destinations and also provide greater opportunities for our car rental business.

On behalf of the Board

#### **Future Prospects**

Some of the ongoing investments in tourism infrastructure within the country and following

Place: New Delhi Jehangir J. Ghadiali S.C. Sekhar Dated: 7th May, 2008 Managing Director Director

#### ANNEXURE TO THE REPORT OF THE DIRECTORS

## FOR THE FINANCIAL YEAR ENDED 31st MARCH, 2008

## FOR THE FINANCIAL TEAR ENDED 31St MARCH, 2006

None

Employed throughout the year and in receipt of remuneration aggregating Rs. 24,00,000/- or more per annum.

Particulars of Employees under Section 217(2A) of the Companies Act, 1956 and forming part of the Report of the

Employment /

Commencement of Employment

Date of

Experience (Years)

Qualifications

Remuneration

Gross

Designation / Nature of Duties

Age

Name

Directors

Previous

Position held

Employed for a part of the year and in receipt of remuneration aggregating Rs. 2,00,000/- or more per month.

Hertz-Carzonrent General Manager -Head of Sales and Vice President & Advisor - Travel Park Sheraton India Pvt. Ltd. ITC Limited Operations ITC Limited & Tourism & Towers 01.12.1998 7.02.2008 26.04.2006 28 39 26 Dip. in Marketing & Personnel Applied Nutrition & Catering **Technology from IHMCTAN** Dip. in Hotel Management, Dip. in Hotel Management, Catering and Nutrition, C.H.A. (U.S.A.), MHCIMA (U.K.) from IIPM 36,53,567/-3,19,735/-6,53,322/-(Car Rental Division) Managing Director Managing Director Vice President 9 Jehangir J. Ghadiali 51 2 Anil Bhandari **Arvind Sinha** 

# Notes:

- Gross remuneration comprises salary, allowances, bonus, cost / value of perquisites, Company's contribution to provident, pension and gratuity fund. It also includes performance bonus, leave encashment and notice pay, where applicable. \_:
- All appointments are / were contractual.
- . None of the above employees is a relative of any Director of the Company.

On behalf of the Board

Jehangir J. Ghadiali S.C. Sekhar Managing Director Director

Managing Director

Dated : 7th May, 2008

Place: New Delhi

#### ANNEXURE TO THE REPORT OF THE DIRECTORS

# CERTIFICATE OF COMPLIANCE FROM AUDITORS AS STIPULATED UNDER CLAUSE 49 OF THE LISTING AGREEMENT OF THE STOCK EXCHANGES IN INDIA

#### **CERTIFICATE**

To the Members of International Travel House Limited

We have examined the compliance of conditions of Corporate Governance by International Travel House Limited for the year ended on 31st March 2008, as stipulated in clause 49 of the Listing Agreement of the said Company with stock exchange(s).

The compliance of conditions of Corporate Governance is the responsibility of the management. Our examination was limited to procedures and implementation thereof, adopted by the Company for ensuring the compliance of the conditions of the Corporate Governance. It is neither an audit nor an expression of opinion on the financial statements of the Company.

In our opinion and to the best of our information and according to the explanations given to us, we certify that the Company has complied with the conditions of Corporate Governance as stipulated in the abovementioned Listing Agreement.

We further state that such compliance is neither an assurance as to the future viability of the Company nor the efficiency or effectiveness with which the management has conducted the affairs of the Company.

S.R. Batliboi & Associates Chartered Accountants

per Pankaj Chadha Partner Membership No. 91813

Place : Gurgaon Date : 7th May, 2008

#### **CEO AND CFO CERTIFICATION**

### UNDER CLAUSE 49 (V) OF THE LISTING AGREEMENT

We, Jehangir J. Ghadiali, Managing Director and Atul Kumar, Chief Financial Officer, responsible for the finance function certify that:

- a) We have reviewed the financial statements and the cash flow statement for the year ended 31st March, 2008 and to the best of our knowledge and belief:
  - i) these statements do not contain any materially untrue statement or omit any material fact or contain statements that might be misleading;
  - ii) these statements together present a true and fair view of the Company's affairs and are in compliance with existing Accounting Standards, applicable laws and regulations.
- b) To the best of our knowledge and belief, no transactions entered into by the Company during the year ended 31st March, 2008 are fraudulent, illegal or violative of the Company's code of conduct.
- c) We accept responsibility for establishing and maintaining internal controls for financial reporting and we have evaluated the effectiveness of the internal control systems of the Company pertaining to financial reporting. Deficiencies in the design or operation of such internal controls, if any, of which we are aware have been disclosed to the auditors and the Audit Committee and steps have been taken to rectify these deficiencies.
- d) i) There has not been any significant change in internal control over financial reporting during the year under reference;
  - ii) There has not been any significant change in accounting policies during the year except as laid down in Accounting Standard (AS) 15 (revised 2005) on Employee Benefits, requiring disclosure in the notes to the financial statements; and
  - iii) We are not aware of any instance during the year of significant fraud with involvement therein of the management or an employee having a significant role in the Company's internal control system over financial reporting.

New Delhi 7th May, 2008 Jehangir J. Ghadiali Managing Director Atul Kumar Chief Financial Officer

## **BALANCE SHEET**

## AS AT 31st MARCH, 2008

			Schedule	As at 31 Rupees	st March, 2008 Rupees	As at 3 Rupees	st March, 2007 Rupees
I.		JRCES OF FUNDS					
		Shareholders' Funds		<b>-</b> 00 1 <b>-</b> 000		7.00 45.000	
		a) Capital	1 2	7,99,45,000	(1 (4 20 121	7,99,45,000	F2 00 72 F44
		b) Reserves and Surplus	2	53,64,85,131	61,64,30,131	45,91,27,544	53,90,72,544
		Loan Funds Secured Loans	2		0.15.07.733		15 21 75 001
		Deferred Tax Liabilities (Net)	3 4		9,15,06,633 1,08,81,438		15,21,75,901 2,19,46,549
			,				
		TOTAL			71,88,18,202		71,31,94,994
II.	APF	PLICATION OF FUNDS					
	1.	Fixed Assets	5				
		a) Gross Block		56,05,09,933		46,30,83,821	
		b) Less: Accumulated Depreciation	on /	25 11 07 420		20 11 00 110	
		Amortisation		25,11,87,430		20,11,09,110	
		c) Net Block		30,93,22,503	22 22 /7 007	26,19,74,711	20 10 44 224
		d) Capital Work-in-Progress		1,40,45,394	32,33,67,897	2,99,71,613	29,19,46,324
		Investments	6		2,50,00,000		8,59,44,282
		Current Assets, Loans and Advanc <ul><li>Sundry Debtors</li></ul>	es 7	63,16,02,756		55,90,46,893	
		b) Cash and Bank Balances	8	8,14,99,799		9,10,88,232	
		c) Other Current Assets	9	4,29,891		4,00,244	
		d) Loans and Advances	10	4,63,27,822		5,57,27,063	
				75,98,60,268		70,62,62,432	
		Less: Current Liabilities & Provision	ns				
		a) Current Liabilities	11	35,05,75,390		33,06,75,663	
		b) Provisions	12	3,88,34,573		4,02,82,381	
				38,94,09,963		37,09,58,044	
		Net Current Assets			37,04,50,305		33,53,04,388
		TOTAL			71,88,18,202		71,31,94,994
	_	ficant Accounting Policies and es to the Accounts	19				

The Schedules referred to above and the Notes to the Accounts form an integral part of the Balance Sheet. This is the Balance Sheet referred to in our Report of even date.

S. R. Batliboi & Associates Chartered Accountants On behalf of the Board of Directors

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per Pankaj Chadha

Partner Jehangir J. Ghadiali S. C. Sekhar Janaki Aggarwal Membership No. 91813 Managing Director Director Company Secretary

Place : Gurgaon Place : New Delhi Date : 7th May, 2008 Date : 7th May, 2008

## **PROFIT & LOSS ACCOUNT**

## FOR THE YEAR ENDED 31st MARCH, 2008

		Schedul	le 3 l st	ne year ended t March, 2008	31s	the year ended t March, 2007
			Rupees	Rupees	Rupees	Rupees
I.	INCOME Income from Services Rendered Other Income	13 14		78,83,76,243 3,28,54,527		73,90,16,750 1,76,70,290
				82,12,30,770		75,66,87,040
II.				02,12,30,770		73,00,07,040
	Employees' Remuneration and Welfare Expenditure Operating and Other Expenditure Depreciation / Amortisation Interest	15 16 5 17		20,90,77,582 34,46,33,256 8,71,86,208 94,61,753		17,23,19,035 32,96,68,184 8,05,16,306 1,08,79,021
				65,03,58,799		59,33,82,546
III.	PROFIT Profit Before Tax and Prior Period Adjustment Tax Expense / (Income): Current (Includes Rs.84,00,000/- in respect			17,08,71,971		16,33,04,494
	Earlier Years. Previous Year Rs.15,00,000/-) Fringe Benefit Deferred (Includes Rs.84,00,000/- in respect Earlier Years. (Previous Year Rs.Nil))		6,78,60,000 86,60,000	4 F4 F4 000	5,76,50,000 82,30,000	4 17 54 242
	, , , , , , , , , , , , , , , , , , , ,		(1,10,65,112)	6,54,54,888	(41,23,757)	6,17,56,243
	Profit After Taxation and Before Prior Period Adjustment Post Retirement Benefit - Medical			10,54,17,083		10,15,48,251
				-		13,86,118
	Profit After Tax and Prior Period Adjustment Profit Brought Forward			10,54,17,083 29,11,93,872		10,01,62,133 22,91,11,235
	_					
	Available for Appropriation			39,66,10,955		32,92,73,368
IV.	APPROPRIATION General Reserve			1,05,42,000		1,00,20,000
	Proposed Dividend			2,39,83,500		2,39,83,500
	Tax on Proposed Dividend			40,75,996		40,75,996
	Profit Carried Forward			35,80,09,459		29,11,93,872
	I Dil . I E			39,66,10,955		32,92,73,368
Befo	ic and Diluted Earnings Per Share ore Prior Period Adjustment (Rs.) ic and Diluted Earnings Per Share	18		13.19		12.70
Afte	er Prior Period Adjustment (Rs.)	18		13.19		12.53
	ificant Accounting Policies and					- = -30
	tes to the Accounts	19				

The Schedules referred to above and the Notes to the Accounts form an integral part of the Profit & Loss Account. This is the Profit and Loss Account referred to in our Report of even date.

S. R. Batliboi & Associates Chartered Accountants On behalf of the Board of Directors

per Pankaj Chadha

Partner Jehangir J. Ghadiali S. C. Sekhar Janaki Aggarwal Membership No. 91813 Managing Director Director Company Secretary

Place : Gurgaon Place : New Delhi
Date : 7th May, 2008 Date : 7th May, 2008

## **CASH FLOW STATEMENT**

## FOR THE YEAR ENDED 31st MARCH, 2008

		For the year ended 31st March, 2008	For the year ended 31st March, 2007
		Rupees	Rupees
A.	CASH FLOW FROM OPERATING ACTIVITIES:		
	Net Profit Before Tax and Extraordinary Items	17,08,71,971	16,33,04,494
	Adjustments for:		
	Depreciation	8,71,86,208	8,05,16,306
	Profit on Sale of Fixed Assets (Net)	(61,29,740)	(25,74,950)
	Provision for Doubtful Debts	17,11,604	18,83,427
	Interest Expenses	94,61,753	1,08,79,021
	Loss on Sale of Short Term Investments	1,18,621	1,15,835
	Profit on Sale of Long Term Investments	(13,98,456)	(2,04,171)
	Interest Income	(53,66,828)	(1,74,288)
	Income from Investments - Dividends	(37,92,143)	(45,59,250)
	Liabilities no longer required Written Back	(1,32,49,968)	(53,03,638)
	Unrealised Foreign Exchange Gain / Loss	(7,41,068)	(1,950)
	Provision for Wealth Tax	89,000	85,000
	Provision for Gratuity, Leave Encashment and Medical	1,02,87,089	82,68,931
	Operating Profit Before Working Capital Changes	24,90,48,043	25,22,34,767
	Adjustments for:		
	Increase in Sundry Debtors	(7,42,67,467)	(11,90,45,703)
	Increase / (Decrease) in Other Receivables	8,68,076	(26,70,734)
	Increase in Trade and Other Payables	31,54,728	3,83,37,472
	Cash Generated from Operations	17,88,03,380	16,88,55,802
	Direct Taxes Paid :	(F.00.0F.01.()	(4.47.00.017)
	Advance Income Tax	(5,82,97,316)	(4,67,23,217)
	Fringe Benefit Tax	(1,10,50,000)	(1,08,21,878)
	Wealth Tax	(84,830)	(74,865)
	Net Cash Flow from Operating Activities (A)	10,93,71,234	11,12,35,842
B.	CASH FLOW FROM INVESTING ACTIVITIES:		
	Purchase / Adjustments of Fixed Assets	(12,41,03,754)	(10,95,08,987)
	Sale / Adjustments of Fixed Assets	1,16,25,713	1,13,49,356
	Purchase of Investments	(2,50,00,000)	(63,27,20,629)
	Sale of Investments	8,72,24,117	68,69,90,932
	Interest Received	53,37,181	1,11,439
	Dividend Received	37,92,143	45,59,250
	Net Cash Used in Investing Activities (B)	(4,11,24,600)	(3,92,18,639)
C.	CASH FLOW FROM FINANCING ACTIVITIES:		
<u> </u>	Proceeds from Vehicle Loans	1,61,52,860	7,63,78,079
	Repayment of Vehicle Loans	(7,68,22,127)	(6,80,83,560)
	Dividend Paid including Tax thereon	(2,78,53,691)	(2,25,01,909)
	Interest Paid	(2,76,53,691) (94,61,753)	(1,08,79,021)
		•	
	Net Cash used in Financing Activities (C)	(9,79,84,711)	(2,50,86,411)

#### **CASH FLOW STATEMENT**

#### FOR THE YEAR ENDED 31st MARCH, 2008

F	or the year ended	For the year ended
	31st March, 2008	31st March, 2007
	Rupees	Rupees
NET INCREASE IN CASH AND		
CASH EQUIVALENTS (A+B+C)	(2,97,38,077)	4,69,30,792
Add : Opening Cash and Cash Equivalents	8,25,46,658	3,56,13,916
Closing Cash and Cash Equivalents	5,28,08,580	8,25,44,708
Cash and Cash Equivalents include :		
Cash and Bank Balances	8,03,68,259	8,99,54,617
Book Overdraft	(2,79,50,151)	(85,41,574)
Fixed Deposit Receipts with Bank	11,31,540	11,33,615
Total Cash and Cash Equivalents	5,35,49,648	8,25,46,658
Unrealised Gain on Foreign Currency Cash and Cash Equivalen	ts ( <b>7,41,068</b> )	(1,950)
Net Cash and Cash Equivalents	5,28,08,580	8,25,44,708

#### **NOTES:**

- 1. The above Cash Flow Statement has been prepared under the Indirect Method as set out in the Accounting Standard 3 on Cash Flow Statement issued by The Institute of Chartered Accountants of India.
- 2. Figures in brackets include cash outgo.
- 3. Cash and Cash Equivalents include Rs.11,31,540/- (Previous Year Rs.11,33,615/-) which are not available for use by the Company.
- 4. Previous Year's figures have been regrouped wherever necessary to conform to the current year's classification.
- 5. This is the Cash Flow Statement referred to in our report of even date.

S. R. Batliboi & Associates
On behalf of the Board of Directors
Chartered Accountants

per Pankaj Chadha

Partner Jehangir J. Ghadiali S. C. Sekhar Janaki Aggarwal Membership No. 91813 Managing Director Director Company Secretary

Place: Gurgaon Place: New Delhi Date: 7th May, 2008 Place: 7th May, 2008

## **SCHEDULES TO THE ACCOUNTS**

As at 31st March, 2008

As at 31st March, 2007

	Rupees	Rupees	Rupees	Rupees
SCHEDULE I	•	-	·	•
CAPITAL				
Authorised				
1,00,00,000 (Previous Year 1,00,00,000)				
Equity Shares of Rs.10/- each	10,00,00,000		10,00,00,000	
2,00,000 (Previous Year 2,00,000) Redeemable				
Cumulative Preference Shares of Rs. 100/- each	2,00,00,000		2,00,00,000	
		12,00,00,000		12,00,00,000
Issued				
80,00,000 (Previous Year 80,00,000)				
Equity Shares of Rs.10/- each		8,00,00,000		8,00,00,000
Subscribed and Paid Up				
79,94,500 (Previous Year 79,94,500)				
Equity Shares of Rs.10/- each fully Paid Up		7,99,45,000		7,99,45,000
		7,99,45,000		7,99,45,000

## **SCHEDULES TO THE ACCOUNTS**

	3 I Rupees	As at st March, 2008 Rupees	31 Rupees	As at st March, 2007 Rupees
SCHEDULE 2				
RESERVES AND SURPLUS  Capital Reserve  General Reserve  As per last Balance Sheet  Add: Transfer from Profit and Loss Account	4,62,21,917 1,05,42,000	31,52,525 5,67,63,917	3,62,01,917 1,00,20,000	31,52,525
Securities Premium Account Profit and Loss Account		11,85,59,230 35,80,09,459 53,64,85,131		11,85,59,230 29,11,93,872 45,91,27,544
SCHEDULE 3				
SECURED LOANS From Banks Vehicle Loans* (Secured by hypothecation over vehicles except for Rs.1,00,05,000/-(Previous Year Rs.1,47,95,750/which is secured against advance given for vehicle costing Rs.1,00,09,605/-(Previous Year Rs.1,54,35,00/yet to be received as at the year end)	es	7,48,82,252		11,12,69,218
From Others  Vehicle Loans*  (Secured by hypothecation over vehicles)		1,66,24,381		4,09,06,683
* Loan Repayable within one year Rs.5,32,84,468/- (Previous Year Rs.7,62,82,820/-)		9,15,06,633		15,21,75,901
SCHEDULE 4				
DEFERRED TAX LIABILITIES				
Depreciation		2,19,60,616 2,19,60,616		3,28,66,393
Less: Deferred Tax Assets Provision for Doubtful Debts Provision for Leave Encashment Provision for Gratuity Provision for Bonus Others	48,25,480 27,40,961 3,10,505 26,25,683 5,76,549	1,10,79,178	46,86,814 21,43,455 9,98,802 25,73,235 5,17,538	1,09,19,844
Net Deferred Tax Liabilities		1,08,81,438		2,19,46,549

## **SCHEDULES TO THE ACCOUNTS**

FIXED ASSETS - AT COST	TSC									(Rupees)
'		GROSS	BLOCK		DEPRE	DEPRECIATION/A M O RTISATION	AMORTIS	NOITA	NET BL	BLOCK
Particulars	As at 01.04.2007	Additions	Withdrawals/ Adjustments	As at 31.03.2008	Upto 01.04.2007	For the Year	On With- drawals/ Adjustments	Upto 31.03.2008	As at 31.03.2008	As at 31.03.2007
Tangible Assets										
Building	2,83,45,370	ı	ı	2,83,45,370	39,65,472	4,62,030	I	44,27,502	2,39,17,868	2,43,79,898
Air Conditioners	70,40,424	17,11,569	4,51,070	83,00,923	24,26,518	3,75,555	2,72,561	25,29,512	57,71,411	46,13,906
Furniture and Fixtures	1,45,47,221	27,05,234	189'69	1,71,82,774	70,21,138	12,52,911	66,377	82,07,672	89,75,102	75,26,083
Office Equipments	1,35,53,532	33,91,719	57,105	1,68,88,146	44,00,591	7,32,525	24,326	51,08,790	1,17,79,356	91,52,941
Vehicles - Commercial	31,06,61,262	11,53,38,894	3,84,31,039	3,84,31,039 38,75,69,117	13,67,90,866	6,73,82,268	3,33,34,796	3,33,34,796 17,08,38,338	21,67,30,779	17,38,70,396
Vehicles - Non Commercial 1,55,17,881	1,55,17,881	25,23,634	14,33,041	1,66,08,474	73,62,858	29,45,599	12,98,976	90,09,481	75,98,993	81,55,023
Computers	4,66,31,858	42,46,304	15,42,085	4,93,36,077	2,80,05,191	53,17,189	14,91,012	3,18,31,368	1,75,04,709	1,86,26,667
Improvements to Rented / Leased Premises	1,69,92,016	83,25,123	6,19,840	2,46,97,299	71,63,450	66,13,203	6,19,840	1,31,56,813	1,15,40,486	98,28,566
Intangible Assets	70 70	707 10 1		1	)CO CF 0C	200		710 11 07	00 100	- 00
Computer - software	71,74,25/	1,8/,496	1	567,18,61,1	3%,73,026	21,04,928	I	60,77,954	55,03,799	58,17,231
	46,30,83,821	14,00,29,973	4,26,03,861	4,26,03,861 <b>56,05,09,933</b>	20,11,09,110	8,71,86,208	3,71,07,888	3,71,07,888 <b>25,11,87,430</b>	30,93,22,503	26,19,74,711
Capital Work-in-Progress	(A.									
(Capital Advances of Rs. 1,40,45,394/- Previous Year Rs. 2,99,71,613/-)	2,99,71,613	1,24,22,505	2,83,48,724	14,045,394	I	I	I	1	14,045,394	2,99,71,613
TOTAL	49,30,55,434	15,24,52,478	7,09,52,585	57,45,55,327	20,11,09,110	8,71,86,208	3,71,07,888	25,11,87,430	323,367,897	29, 19, 46, 324
Previous Year	42,47,37,083	11,16,45,019	4,33,26,668	49,30,55,434	15,30,09,033	8,05,16,306	3,24,16,229	20,11,09,110	29, 19, 46, 324	

**SCHEDULE 5** 

## **SCHEDULES TO THE ACCOUNTS**

	31st <b>1</b>	As at March, 2008 Rupees	31st l	As at March, 2007 Rupees
SCHEDULE 6				•
INVESTMENTS Unquoted - Long Term Investments - Non Trade A. INVESTMENTS IN MUTUAL FUNDS HDFC Mutual Fund				
HDFC Cash Management Fund - Saving Plan - Growth Nil (Previous Year 10,16,763.033) Units of Rs.14.752 each Reliance Mutual Fund Reliance Fixed Horizon Fund IV - Annual Plan - Series I - Institu	itional Growth Plan	-		1,50,00,000
25,00,000 (Previous Year Nil) Units of Rs.10.000 each B. OTHER INVESTMENTS Trans Global Impex Limited		2,50,00,000		-
58,800 (Previous Year 58,800) Equity Shares of Rs.10/- each	fully paid	5,88,000		5,88,000
Unquoted - Current Investments - Non Trade Franklin Tempelton Mutual Fund Templeton India Treasury Management Account Institutional - Dividend - Reinvestment Plan Nil (Previous Year 50,080.332) Units of Rs.1,000.250 each Templeton India Short Term Income Plan - Weekly Dividend	Daily	-		5,00,92,852
- Reinvestment Plan				2.00 E1.420
Nil (Previous Year 19,056.348) Units of Rs.1,094.198 each	-			2,08,51,430
Less : Provision for Diminution in Value of Equity Shares		2,55,88,000 5,88,000		8,65,32,282 5,88,000
Aggregate Amount of Unquoted Investments		2,50,00,000		8,59,44,282
Repurchase Price of Mutual Fund Units, represented by Net A	sset Value	2,50,00,000		8,59,44,282
During the year the following Current Investments were Pure				
<i>5</i> ,	No. of Units	Cost	No. of Units	Cost
DSP Merrill Lynch - Daily Dividend	-	-	25,028.082	2,50,33,088
2. DSP Merrill Lynch Liquid Plus - Daily Dividend	-	-	25,043.923	2,50,48,932
3. Templeton Treasury Management Plan - Regular Dividend	-	-	33,243.452	5,02,70,865
4. Sundaram BNP Paribas Fixed Term Plan				
Services-VI June '06 (100 Days) - Dividend	-	-	10,16,220.709	1,01,62,210
5. ICICI Institutional ShortTerm Plan				
- Dividend Reinvestment Fortnightly	-	-	18,49,422.037	2,03,60,666
6. ICICI Liquid Plan Institutional Plus - Daily Dividend Option	-	-	25,38,225.110	3,00,81,775
7. Kotak Liquid Institutional - Daily Dividend	-	-	96,34,040.455	11,78,06,010
8. JM Fixed Maturity Fund Series - III Quarterly			LE 4E 704 044	1 54 57 040
Plan FMF Q2 Dividend Plan -163 Days	-	-	15,45,786.946	1,54,57,869
<ol> <li>SBI Debt Fund Series - 180 Days - Dividend Reinvestment</li> <li>Principal Cash Management Fund - Liquid</li> </ol>	-	-	15,00,000.000	1,50,00,000
- Daily Dividend Reinvestment	-	-	1,55,44,745.375	15,53,89,336

## **SCHEDULES TO THE ACCOUNTS**

	31st	As at March, 2008 Rupees	31st I	As at March, 2007 Rupees
	No. of Units	Cost	No. of Units	Cost
<ol> <li>Sundaram BNP Paribas Money Fund         Institutional - Daily Dividend Reinvestment     </li> <li>HDFC Cash Management Fund - Call Plan</li> </ol>	-	-	39,62,239.854	4,00,33,135
- Daily Dividend Reinvestment  13. HDFC Liquid Fund - Daily Dividend	- 59,10,896.431	- 6,02,80,504	28,80,569.246	3,00,34,543
14. Templeton Treasury Management Account Institutional Plan - Daily Dividend	20,206.729	2,02,11,781	_	_
<ul><li>15. HDFC FMP 90 Days - Wholesale Plan Dividend</li><li>- Pay Out</li><li>16. Sundaram BNP Paribas Liquid Plus Super</li></ul>	35,00,000.000	3,50,00,000	-	_
Institutional Dividend Reinvestment - Daily  17. Principal Floating Rate FPM - Dividend	70,72,352.603	7,07,94,401	-	-
Reinvestment Daily 18. Templeton Quarterly Interval Plan - Plan B	85,71,302.730	8,57,19,849	_	_
Institutional - Dividend Payout  19. Templeton India Money Market Account	29,96,913.179	3,00,00,000	_	_
- Regular Account Dividend Reinvestment 20. HDFC Cash Management Fund-Saving Plus Plan	52,14,479.510	5,02,14,480	_	_
- Wholesale - Weekly Dividend Reinvestment	25,13,131.798	2,52,22,031	_	_
SCHEDULE 7 SUNDRY DEBTORS Unsecured				
Debts outstanding for a period exceeding six months Considered Good Considered Doubtful Other Debts - Considered Good		1,63,87,137 1,41,96,763 61,52,15,619		1,77,89,462 1,37,88,803 4,12,57,431
Less : Provision for Doubtful Debts	_	64,57,99,519 1,41,96,763	5	7,28,35,696 1,37,88,803
	_	63,16,02,756	5	5,90,46,893
SCHEDULE 8				
CASH AND BANK BALANCES Cash and Cheques on hand With Scheduled Banks		3,55,29,575		5,51,30,132
On Current Accounts On Fixed Deposits*		4,21,00,955 11,31,540		3,22,92,561
On Dividend Account		27,37,729	-	25,31,924
* Includes Rs. Nil with Banks as Margin Money		8,14,99,799	_	9,10,88,232

(Previous Year Rs.11,33,615/-)

## **SCHEDULES TO THE ACCOUNTS**

	Rupees	As at Blst March, 2008 Rupees	31s Rupees	As at the March, 2007 Rupees
SCHEDULE 9				
OTHER CURRENT ASSETS Unsecured - Considered Good Interest accrued on Fixed Deposits		4,29,891		4,00,244
SCHEDULE 10				
Unsecured - Considered Good Advances recoverable in cash or in kind or for value to be received Sundry Deposits Advance Income Tax (Net of Provisions) Advance Fringe Benefit Tax (Net)		2,23,06,314 1,95,06,522 34,83,468 10,31,518 4,63,27,822		2,28,28,376 1,98,52,536 1,30,46,151 ———————————————————————————————————
SCHEDULE II				
CURRENT LIABILITIES Sundry Creditors Unclaimed Dividend* Book Overdraft Other Liabilities		31,40,08,709 27,37,729 2,79,50,151 58,78,801 35,05,75,390		31,44,54,740 25,31,924 85,41,574 51,47,425 33,06,75,663
* There is no amount due and outstanding to be credite to Investor Education and Protection Fund.	d			
SCHEDULE 12				
PROVISIONS Provision for Fringe Benefit Tax (Net) Provision for Wealth Tax Provision for Retirement Benefits Gratuity & Superannuation Leave Encashment Medical	9,13,520 80,64,021 16,96,231	- 1,01,305 1,06,73,772	29,38,518 63,06,134 15,22,616	13,58,482 97,135
Proposed Dividend Tax on Proposed Dividend		2,39,83,500 40,75,996		2,39,83,500
		3,88,34,573		4,02,82,381

# **SCHEDULES TO THE ACCOUNTS**

	For the year ended 31st March, 2008 Rupees	For the year ended 31st March, 2007 Rupees
SCHEDULE 13		
INCOME FROM SERVICES RENDERED  Commission:     Air Passage     Hotel Reservation     Shopping     Management Fees     Traveller's Cheques  Tours  Transport (Net)  Foreign Exchange Other Services	13,60,39,919 10,60,789 1,15,10,552 3,32,44,706 13,744 2,70,15,085 53,55,03,744 1,51,92,404 2,87,95,300	15,99,52,116 16,40,238 1,67,02,478 2,75,09,006 33,895 1,91,19,473 47,70,00,377 1,44,48,270 2,26,10,897
	78,83,76,243	73,90,16,750
SCHEDULE 14		
OTHER INCOME Interest on Unquoted Non Trade Long Term Investments (Gross Interest on Bank Deposits (Gross)* Interest Others Dividend from Unquoted Non Trade Current Investments Dividend from Unquoted Non Trade Long Term Investments Liabilities Written Back Profit on Sale of Unquoted Non Trade Long Term Investments Profit on Sale of Fixed Assets Insurance Claim Received Miscellaneous Income  * Tax deducted at source Rs. 1,08,244/- (Previous Year Rs. 2,723)	6,99,812 46,67,016 37,92,143 - 1,32,49,968 13,98,456 63,65,364 11,81,495 15,00,273 3,28,54,527	80,548 93,740 - 43,60,578 1,98,672 53,03,638 2,04,171 44,97,612 20,00,000 9,31,331 1,76,70,290
SCHEDULE 15		
EMPLOYEES' REMUNERATION AND WELFARE EXPENDITURE Salaries, Wages and Bonus Contribution to Provident and Other Funds Workmen and Staff Welfare Expenses	15,37,59,849 1,17,22,710 4,35,95,023 20,90,77,582	12,31,16,371 99,01,243 3,93,01,421 17,23,19,035

# **SCHEDULES TO THE ACCOUNTS**

	For the year ended 31st March, 2008			the year ended st March, 2007
	Rupees	Rupees	Rupees	Rupees
SCHEDULE 16				
OPERATING AND OTHER EXPENDITURE				
Car Fuel, Oil & Lubricants		6,53,57,175		6,74,58,940
Rent		2,36,03,001		1,81,30,319
Rates and Taxes		78,06,664		76,54,696
Travelling and Conveyance		1,65,62,128		1,53,57,617
Motor Vehicle Expenses		49,86,608		46,53,240
Postage, Telephone, Fax and Cellphones		1,88,50,736		1,92,61,072
Electricity and Water		88,32,359		76,53,121
Insurance		97,86,537		1,15,98,035
Repair and Maintenance - Building		-		13,128
Repair and Maintenance - Commercial Cars		3,95,61,496		3,77,74,390
Repair and Maintenance - Others		1,07,12,279		98,91,848
Service Charges		9,87,61,590		8,60,66,807
Directors' Fees		2,40,000		1,22,500
Business Promotion & Marketing Expenses		50,41,644		69,72,257
Printing and Stationery		1,16,07,298		1,19,07,604
Auditors' Remuneration				
Audit Fee	10,00,000		10,00,000	
Tax Audit	2,00,000		2,00,000	
Out of Pocket Expenses	1,39,000	10.00.000	88,192	10.00.100
Other Services	6,60,000	19,99,000	6,20,000	19,08,192
Legal and Professional Charges		95,80,822		70,45,375
Advertisement		26,01,935		63,42,665
Subscription		16,85,310		18,00,905
Provision for Doubtful Debts / Advances		17,11,604		18,83,427
Bank Charges		12,18,024		12,58,686
Loss on Fixed Assets Discarded / Sold		2,35,624		19,22,662
Loss on Sale of Short Term Unquoted Non Trade Investm	ents	1,18,621		1,15,835
Miscellaneous Expenses		37,72,801		28,74,863
		34,46,33,256		32,96,68,184
SCHEDULE 17				
INTEREST				
On Bank Overdraft On Term Loans		2,33,516		3,41,409
Banks		69,08,822		70,01,884
Others		23,19,415		35,35,728
		94,61,753		1,08,79,021

### SCHEDULES TO THE ACCOUNTS

	For the year ended 31st March, 2008 Rupees	For the year ended 31st March, 2007 Rupees
SCHEDULE 18		
EARNINGS PER SHARE		
(a) Profit after Taxation Before Prior Year Adjustment	10,54,17,083	10,15,48,251
(b) Profit after Taxation After Prior Year Adjustment	10,54,17,083	10,01,62,133
(c) Weighted average number of Equity Shares		
of Rs.10/- each outstanding	79,94,500	79,94,500
(d) Basic and diluted earnings per share in Rupees		
Before Prior Year Adjustment	13.19	12.70
(e) Basic and diluted earnings per share in Rupees		
After Prior Year Adjustment	13.19	12.53
(Face Value - Rs. 10/- per Share)		

### **SCHEDULE 19**

### SIGNIFICANT ACCOUNTING POLICIES AND NOTES TO THE ACCOUNTS

### 1. Significant Accounting Policies

### a. Accounting Convention

Financial statements are prepared in accordance with the historical cost convention on an accrual basis, generally accepted accounting principles, including mandatory Accounting Standards issued by The Institute of Chartered Accountants of India, to the extent applicable and relevant presentational requirements of the Companies Act, 1956.

### b. Fixed Assets

To state fixed assets at cost of acquisition inclusive of inward freight, duties and taxes and incidental expenses related to acquisition less accumulated depreciation and impairment losses, if any.

Intangible assets represent acquired computer software, being amortised over the period of 60 months over which benefits are likely to accrue to the Company.

### c. Depreciation / Amortisation

Depreciation is provided on fixed assets acquired upto 31st March, 1992 on written down value method and in respect of assets acquired thereafter, on straight line method.

In respect of assets acquired after 31st March, 1992, depreciation is calculated on fixed assets in a manner that amortises the cost of the assets after commissioning, over their estimated useful lives or lives based on the rates specified in Schedule XIV to the Companies Act, 1956, whichever is lower, by equal annual installments. Commercial and non-commercial vehicles are being depreciated at the rate of 20% which is higher than the rates specified in schedule XIV. Assets individually costing Rs. 5,000/- or less are fully depreciated in the year of purchase. Leasehold Improvements are amortised over lease period or economic useful life whichever is shorter.

Software costs are amortised over a period of five years or useful life whichever is lower.

### SCHEDULES TO THE ACCOUNTS

### d. Employee Benefits

- i. Retirement benefits in the form of Provident Fund is a defined contribution scheme and the contributions are charged to the Profit and Loss Account of the year when the contributions to the respective funds are due. There are no other obligations other than the contribution payable to the respective trusts.
- ii. Gratuity liability, Post employment Medical Benefit liability and Superannuation Benefit liability are defined benefit obligations and are provided for on the basis of an actuarial valuation on projected unit credit method made at the end of each financial year.
- iii. Short term compensated absences are provided for based on estimates. Long term compensated absences are provided for based on actuarial valuation. The actuarial valuation is done as per projected unit credit method.
- iv. Actuarial gains / losses are immediately taken to Profit and Loss Account and are not deferred.

### e. Revenue Recognition

For services rendered to clients, the commission received from airlines (other than Productivity Linked Bonus, which is accounted when ascertainable), hotels etc., income on tours and transport and other services (net of charges) are accounted for on completion of service.

### f. Foreign Currency Transactions

To record transactions in foreign currencies at the exchange rates prevailing on the date of the transaction. Monetary liability / assets on account of foreign currency are converted at the exchange rates prevailing as at the end of the year. Exchange differences are appropriately dealt with in the Profit and Loss Account.

### g. Investments

To state Current Investments at lower of cost and fair value and Long Term Investments at cost. Where applicable, provision is made where there is a diminution, other than temporary, in valuation of Long Term Investments.

### h. Proposed Dividend

To provide for Dividends as proposed by the Board of Directors in the books of account, pending approval at the Annual General Meeting.

### i. Borrowing Cost

Borrowing costs attributable to the acquisition or construction of a qualifying asset is capitalised as part of the cost of the asset. Other borrowing costs are recognised as an expense in the period in which they are incurred.

### i. Taxation

To provide and determine current tax as the amount of tax payable in respect of taxable income for the period. To provide and determine fringe benefit tax as the amount of tax payable in respect of taxable fringe benefits for the period.

To provide and recognise deferred tax on timing differences between taxable income and accounting income subject to consideration of prudence.

Not to recognise entire deferred tax assets on unabsorbed depreciation and carry forward of losses unless there is virtual certainty supported by convincing evidence that there will be sufficient future taxable income available to realise such assets.

### k. Finance Leases

Leases of fixed assets where the Company assumes substantially all the benefits and risks of ownership are classified as finance leases. Finance leases are capitalised at the estimated present value of the underlying lease payments. Each lease payment is allocated between the liability and finance charges so as to achieve a constant rate on the finance balance outstanding. Corresponding rental obligations, net of finance charges, are included in

### SCHEDULES TO THE ACCOUNTS

payables. The interest element of the finance charges is charged to the Profit and Loss Account over the lease period.

### **Operating Leases**

Lease rentals are recognised as expense on a straight-line basis over the term of the lease.

### I. Segment Reporting

To identify segments based on the dominant source and nature of risks and returns and the internal organisation and management structure.

### m. Provisions

A Provision is recognised when an enterprise has a present obligation as a result of past event, it is probable that an outflow of resources will be required to settle the obligation, in respect of which a reliable estimate can be made. Provisions are not discounted to its present value and are determined based on best estimate required to settle the obligation at the balance sheet date.

### n. Derivative Instruments

Derivative contracts other than foreign exchange contracts outstanding at the year end are marked to market on a portfolio basis. Any loss arising on such contracts is provided for in the statement of Profit and Loss Account.

### 2. Notes to Accounts:

i. Related Party Disclosure under Accounting Standard 18

Parties where control exists

Associate companies: ITC Limited and Russell Credit Limited.

### Key Management Personnel:

### **Board of Directors**

Mr. S. S. H. Rehman

Mr. Anil Bhandari (till 16/02/2008)

Mr. Nakul Anand

Mr. Anil Rajput

Mr. H. P. Ranina

Mr. S. C. Sekhar

Mr. K. L. Thapar

Mr. O. P. Vaish

### **Corporate Management Committee Members**

Mr. Jehangir J. Ghadiali (w.e.f. 01/07/2007)

Mr. Atul Kumar

Mr. Ghanshyam Arora

Mr. Arvind Sinha (till 23/05/2007)

# **SCHEDULES TO THE ACCOUNTS**

	Associate Companies		Key Mgmt. Personnel	Key Mgmt. Personnel	Key Mgmt. Personnel Relatives/Firms	Key Mgmt. Personnel Relatives/Firms
	Current year Rupees	•	Current year Rupees	Previous year Rupees	Current year Rupees	Previous year Rupees
Transactions duving the year						
Transactions during the year : Sale of Services	•					
- ITC Limited	69,43,93,327	72 94 74 821	_	_	_	_
- Others	-	-	_	_	_	1,07,02,766
Purchase of Goods and Service	·es					1,07,02,700
- ITC Limited	1,02,47,735	1,07,95,182	_	_	_	_
- Others	_	_	_	_	6,89,450	8,53,350 <sup>8</sup>
Rent					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
- ITC Limited	60,75,132	36,04,183	_	_	_	_
Directors' Fees	, ,					
- Others	_	_	2,40,000	1,22,500	_	_
Sale of Fixed Assets						
- Others	_	_	_	2,62,631	_	_
Dividend Paid						
- ITC Limited	8,62,800	7,19,000	-	_	_	_
- Russell Credit Limited	1,08,79,914	90,66,595	-	_	-	_
- Others	-	_	-	_	300	250
Balance outstanding as at the	year end :					
Accounts Receivable						
- ITC Limited	7,77,25,210	7,11,64,680	-	_	-	_
Sundry Creditors						
- ITC Limited	20,87,893	13,31,935	-	_	-	_
- Others	-	_	-	_	1,12,518	4,47,739
Deposit Paid	0.27.100	2 2 4 000				
- ITC Limited	8,27,100	3,24,000	-	_	-	_
Remuneration paid during the	year		2/ 52 5/7	2474755		
- Mr. Anil Bhandari	-	_	36,53,567	34,74,655	<b>-</b>	_
- Mr. Atul Kumar	-	_	28,29,061#	22,14,168	-	_
- Mr. Jehangir J. Ghadiali (Senior Executive Vice President)			18,22,158#			
(Managing Director)	_	_	3,81,287	_	_	_
- Mr. Kamal Hingorani	_	_	5,01,207	24,10,551	_	_
- Mr. Ghanshyam Arora	_	_	19,16,321	12,21,504	_	_
- Mr. Arvind Sinha	_		5,05,037	11,92,175		

<sup>\*</sup> Amount paid to M/s. Vaish Associates, where Mrs. Manju Vaish, Mr. Vinay Vaish and Mrs. Kali Vohra are partners and relatives of Mr. O. P. Vaish as wife, son and daughter respectively.

<sup>#</sup> Paid through ITC Limited.

# **SCHEDULES TO THE ACCOUNTS**

	For the year ended 31st March, 2008 Rupees	For the year ended 31st March, 2007 Rupees
ii. Expenditure in Foreign Currency		·
Subscription, Entrance Fees, Travel etc.	18,59,086	23,51,837
iii. Receipts in Foreign Currency :		
Receipts from Travel & Tours	5,52,88,293	5,14,64,262
Receipt by way of Car Rental Services	6,74,43,241	6,47,49,400
iv. Director's Remuneration :		
Salary and Allowances	35,89,114	28,95,000
Other Perquisites	1,55,753	131,948
Contribution to Provident and other Funds	2,89,987	4,47,707
	40,34,854	34,74,655

v. Defined Benefit Plan / Long Term Compensated Absences - As per Actuarial Valuations as on 31st March, 2008 and recognised in the financial statements in respect for Employee Benefit Schemes:

		Pension	Gratuity	Leave	Medical
				Encashment	
		Fun	ded	Uı	nfunded
		Rupees	Rupees	Rupees	Rupees
a)	Components of Employer Expense				
	Current Service Cost	17,09,205	13,52,602	16,56,430	1,61,648
	2. Interest Cost	17,70,252	6,18,676	4,51,672	1,21,809
	3. Expected Return on Plan Assets	(10,48,505)	(4,29,643)	_	_
	4. Actuarial Losses / (Gains)	(9,76,200)	4,37,569	20,42,375	(1,09,842)
	5. Total expense recognised in the Statement of Profit & Loss Account	14,54,752	19,79,204	41,50,477	1,73,615

The Pension and Gratuity Expenses have been recognised in "Contribution to Provident and Other Funds" and Leave Encashment and Medical in "Workmen and Staff Welfare Expenses" Under Schedule 15.

b)	Actual Returns for the period ended 31st March, 2008	10,48,505	5,39,111	-	-
c)	Net Asset / (Liability) recognised in Balance Sheet as at 31st March, 2008				
	<ol> <li>Present Value of Defined Benefit Obligation</li> <li>Fair Value on Plan Assets</li> <li>Status [Surplus / (Deficit)]</li> <li>Net Asset / (Liability) recognised</li> </ol>	2,04,67,254 2,04,67,254 -	89,36,306 80,22,786 (9,13,520)	72,00,019 - (72,00,019)	16,96,231 - (16,96,231)
	in Balance Sheet	_	(9,13,520)	(72,00,019)	(16,96,231)

## **SCHEDULES TO THE ACCOUNTS**

		Pension	Gratuity	Leave Encashment	Medical
		Fu	nded	Unf	unded
		Rupees	Rupees	Rupees	Rupees
d)	Change in Defined Benefit Obligations	s (DBO)			
	during the year ended 31st March, 20	08			
	I. Present Value of DBO at the Beginning				
	of Period	2,21,28,147	77,12,326	56,30,477	15,22,616
	2. Current Service Cost	17,09,205	13,52,602	16,56,430	1,61,648
	3. Interest Cost	17,70,252	6,18,676	4,51,672	1,21,809
	4. Actuarial (Gains) / Losses	(9,76,200)	5,47,037	20,42,375	(1,09,842)
	5. Benefits Paid	(41,64,150)	(12,94,335)	(25,80,935)	_
	6. Present Value of DBO at the				
	End of Period	2,04,67,254	89,36,306	72,00,019	16,96,231
<b>e</b> )	Change in Fair Value of Assets during				
	the year ended 31st March, 2008				
	I. Plan Assets at the Beginning of Period	2,21,28,147	47,73,808	_	_
	2. Expected Return on Plan Assets	10,48,505	4,29,643	_	_
	3. Actuarial Gains / (Losses)	_	1,09,468	_	_
	4. Actual Company Contribution	14,54,752	34,38,518	_	_
	5. Benefits Paid	_	(7,28,651)	_	_
	6. Benefits Unpaid	(41,64,150)	_	_	_
	7. Plan Assets at the End of period	2,04,67,254	80,22,786	_	_
f)	Actuarial Assumptions				
-	I. Discount Rate	8%	8%	8%	8%
	2. Expected Return on Plan Assets	8%	9%	_	_

The estimates of future salary increases, considered in actuarial valuations take account of inflation, seniority, promotion and other relevant factors such as supply and demand factors in the employment market.

### g) Major Category of Plan Assets as a % of the Total Plan Assets as at 31st March, 2008

		Pension	Gratuity
١.	Government Securities	3%	_
2.	High Quality Corporate Bonds	39%	_
3.	Insurance Companies	_	100%
4.	Mutual Funds	21%	_
5.	Fixed Deposits	29%	_
6.	Cash and Cash Equivalents	8%	_

### h) Basis used to determine the Expected Rate of Return on Plan Assets

The expected rate of return on plan assets is based on the current portfolio of assets, investment strategy and market scenario. In order to protect the capital and optimise returns within acceptable risk parameters, the plan assets are well diversified.

### SCHEDULES TO THE ACCOUNTS

- i) The current year being the first year of adoption of AS 15 (revised) by the Company, the previous year comparative information is not considered necessary to be furnished.
- j) The impact on service cost, interest cost and projected benefit obligations due to one percent point increase or decrease of medical costs is Nil as the benefits are subject to monetary limits.
- **k)** Experience adjustments on plan liabilities and plan assets is same as the actuarial gain / loss disclosed in the respective clause above.
- Contributions expected to be made in plans in the next year will be disclosed as soon as it can be reasonably determined.

### vi. Contingent liabilities not provided for:

- a. Guarantee outstanding Rs.1,00,00,000/- (Previous Year Rs.1,00,00,000/-).
- b. Claim against the Company not acknowledged as debts Rs.9,93,406/- (Previous Year Rs.9,93,406/-) for which Company has initiated a legal suit in High Court of Delhi.
- vii. Sundry Debtors include an amount of Rs.46,70,033/- (Previous Year Rs.46,70,033/-) representing recoverable from certain customers on account of Value Added Tax (VAT). Management is confident that the same is recoverable either through the process of law or from the said customers.
- viii. Capital commitments (net of capital advances) Rs.6,75,370/- (Previous Year Rs.52,57,545/-). The outstanding liablities as at the close of the year do not include any amounts due to any small scale industrial undertaking as defined under section 3(j) of the Industries (Development & Regulation) Act, 1951.
- ix. In terms of the requirements of the Micro, Small and Medium Enterprises Development Act, 2006, the Company has continuously asked for confirmations. Based on the above evaluation, interest for and disclosure to be made, if any, will be provided as and when ascertained. There is no interest paid during the year or is payable at the year end.
- Pursuant to The Institute of Chartered Accountants of India's Announcement dated 29th March, 2008 on "Accounting for Derivatives", the Company has reviewed the contracts to identify potential derivative contracts. On such review, no derivative contracts were identified as derivative contracts and accordingly, no accounting adjustment in this regard was deemed necessary.
- xi. The Company's significant leasing arrangements are in respect of operating leases for premises. These leasing arrangements which are primarily not non-cancelable range between 11 months and 9 years generally, or longer, and are usually renewable by mutual consent on mutually agreeable terms. The aggregate lease rentals payable are charged as Rent under Schedule 16. The minimum lease payments in respects of the non-cancellable leases are:

	As at 31st March, 2008 Rupees	As at 31st March, 2007 Rupees
Minimum Lease Payments :	nupees	Rupees
Not later than one year	6,30,000	15,12,000
Later than one year but not later than five years	_	6,30,000

### **SCHEDULES TO THE ACCOUNTS**

### xii. Segmental Reporting

### **Business Segments**

The primary reporting of the Company has been performed on the basis of business segment. The Company has only one reportable business segment, which is 'Travel Related Services' that includes Air Ticketing, Car Rentals, Inbound Tourism, Overseas and Domestic Holiday Packages, Conferences, Events and Exhibition Management and operates in a single business segment based on the nature of the products, the risks and returns, the organisation structure and the internal financial reporting systems. Accordingly, the figures appearing in these financial statements relate to the Company's single business segment.

### Geographical Segments

Secondary segmental reporting is performed on the basis of the geographical location of customers. The operations of the Company are confined to India. Accordingly, the figures appearing in these financial statements relate to the Company's single geographical segment.

xiii. Previous year's figures have been regrouped / rearranged wherever necessary.

As per our report of even date

S. R. Batliboi & Associates
Chartered Accountants

On behalf of the Board of Directors

per Pankaj Chadha

Partner Membership No. 91813 Jehangir J. Ghadiali Managing Director S. C. Sekhar Director Janaki Aggarwal Company Secretary

Place : Gurgaon Place : New Delhi Date : 7th May, 2008 Date : 7th May, 2008

### **AUDITORS' REPORT TO THE MEMBERS**

- I. We have audited the attached Balance Sheet of International Travel House Limited as at 31st March, 2008 and also the Profit and Loss Account and the Cash Flow Statement for the year ended on that date annexed thereto. These financial statements are the responsibility of the Company's management. Our responsibility is to express an opinion on these financial statements based on our audit.
- We conducted our audit in accordance with the auditing standards generally accepted in India. Those Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.
- 3. As required by the Companies (Auditor's Report) Order, 2003 (as amended) ('the Order') issued by the Central Government of India in terms of sub-section (4A) of Section 227 of the Companies Act, 1956, we enclose in the Annexure a statement on the matters specified in paragraphs 4 and 5 of the said Order.
- 4. Further to our comments in the Annexure referred to above, we report that :
  - We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit;
  - ii) In our opinion, proper books of account as required by law have been kept by the Company so far as appears from our examination of those books;

- iii) The Balance Sheet, Profit and Loss Account and Cash Flow Statement dealt with by this report are in agreement with the books of account;
- iv) In our opinion, the Balance Sheet, Profit and Loss Account and Cash Flow Statement dealt with by this report comply with the accounting standards referred to in subsection (3C) of Section 211 of the Companies Act, 1956:
- v) On the basis of the written representations received from the directors, as on 31st March, 2008, and taken on record by the Board of Directors, we report that none of the directors is disqualified as on 31st March, 2008 from being appointed as a director in terms of clause (g) of sub-section (1) of section 274 of the Companies Act, 1956;
- vi) In our opinion and to the best of our information and according to the explanations given to us, the said accounts give the information required by the Companies Act, 1956, in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India:
  - a) in the case of the Balance Sheet, of the state of affairs of the Company as at 31st March, 2008;
  - b) in the case of the Profit and Loss Account, of the profit for the year ended on that date: and
  - c) in the case of Cash Flow Statement, of the cash flows for the year ended on that date.

S.R. Batliboi & Associates Chartered Accountants

per Pankaj Chadha Partner Membership No. 91813

Place : Gurgaon Date : 7th May, 2008

### ANNEXURE TO THE AUDITORS' REPORT

Annexure referred to in paragraph 3 of our report of even date Re: International Travel House Limited

- (i) (a) The Company has maintained proper records showing full particulars, including quantitative details and situation of fixed assets.
  - (b) Fixed Assets have been physically verified by the management during the year and no material discrepancies were identified on such verification.
  - (c) There was no substantial disposal of fixed assets during the year.
- (ii) The Company does not have inventory, hence clauses 2 (a), (b) and (c) of the Order are not applicable in case of the Company.
- (iii) (a) As informed, the Company has not granted any loans, secured or unsecured, to companies, firms or other parties covered in the register maintained under Section 301 of the Companies Act, 1956. Therefore, the provisions of paragraph 4(iii) (b), (c) and (d) of the Companies (Auditor's Report) Order, 2003 (as amended) are not applicable to the Company.
  - (b) As informed, the Company has not taken any loans, secured or unsecured, from companies, firms or other parties covered in the register maintained under Section 301 of the Companies Act, 1956. Therefore, the provisions of paragraph 4(iii) (f) and (g) of the Companies (Auditor's Report) Order, 2003 (as amended) are not applicable to the Company.
- (iv) In our opinion and according to the information and explanations given to us, there is an adequate internal control system commensurate with the size of the Company and the nature of its business, for the purchase of fixed assets and for the sale of services. Due to the nature of its

- business, the Company does not have purchase of inventory or sale of goods. During the course of our audit, no major weakness has been noticed in the internal control system in respect of these areas.
- (v) According to the information and explanations given to us, the Company has not entered into any contract or arrangement referred to in Section 301 of the Act, the particulars of which need to be entered in the register required to be maintained under that section.
- (vi) The Company has not accepted any deposits from the public.
- (vii) In our opinion, the Company has an internal audit system commensurate with the size and nature of its business.
- (viii) To the best of our knowledge and as explained, the Central Government has not prescribed maintenance of cost records under clause (d) of sub-section (1) of Section 209 of the Companies Act, 1956 for the products of the Company.
- (ix) (a) The Company is regular in depositing with appropriate authorities undisputed statutory dues including provident fund, investor education and protection fund, employees' state insurance, income-tax, sales-tax, wealth tax, service tax, customs duty, excise duty, cess and other material statutory dues applicable to it.
  - (b) According to the information and explanations given to us, no undisputed amounts payable in respect of provident fund, investor education and protection fund, employees' state insurance, income-tax, wealth-tax, service tax, sales-tax, customs duty, excise duty, cess and other undisputed statutory dues were outstanding, at the year end, for a period of more than six months from the date they became payable.

### ANNEXURE TO THE AUDITORS' REPORT

- (c) According to the information and explanations given to us, there are no dues of income tax, wealth tax, service tax, customs duty, excise duty and cess which have not been deposited on account of any dispute.
- The Company has no accumulated losses at the (x) end of the financial year and it has not incurred cash losses in the current and immediately preceding financial year.
- Based on our audit procedures and as per the (xi) information and explanations given by the management, we are of the opinion that the Company has not defaulted in repayment of dues to any bank. The Company did not have any outstanding dues in respect of a financial institution. Also the Company did not have any outstanding debentures during the year.
- (xii) According to the information and explanations given to us and based on the documents and records produced to us, the Company has not granted loans and advances on the basis of security by way of pledge of shares, debentures and other securities.
- (xiii) In our opinion, the Company is not a chit fund or a nidhi / mutual benefit fund / society. Therefore, the provisions of clause 4(xiii) of the Order are not applicable to the Company.
- (xiv) In our opinion, the Company is not dealing in or trading in shares, securities, debentures and other investments. Accordingly, the provisions of clause 4(xiv) of the Order are not applicable to the Company.
- (xv) According to the information and explanations given to us, the Company has not given any guarantee for loans taken by others from bank or financial institutions.

- (xvi) Based on the information and explanations given to us by the management, term loans were applied for the purpose for which the loans were obtained.
- (xvii) According to the information and explanations given to us and on an overall examination of the balance sheet of the Company, we report that no funds raised on short-term basis have been used for long-term investment.
- (xviii) The Company has not made any preferential allotment of shares to parties or companies covered in the register maintained under Section 301 of the Companies Act, 1956.
- (xix) The Company did not have any outstanding debentures during the year.
- (xx) The Company has not raised money through public issues during the year.
- (xxi) Based upon the audit procedures performed for the purpose of reporting the true and fair view of the financial statements and as per the information and explanations given by the management, we report that no fraud on or by the Company has been noticed or reported during the course of our audit.

S.R. Batliboi & Associates Chartered Accountants

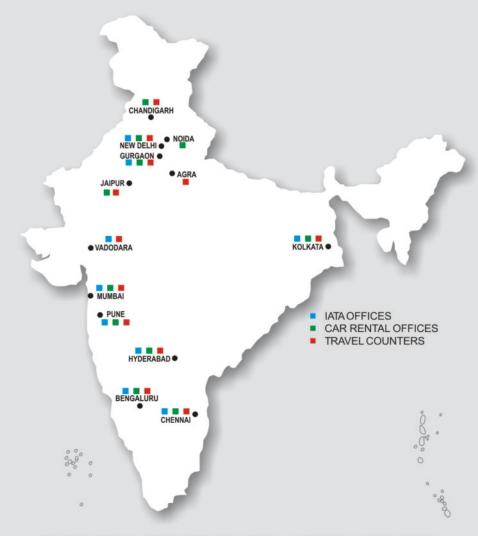
> per Pankaj Chadha **Partner**

Place: Gurgaon Date: 7th May, 2008 Membership No. 91813

# **BALANCE SHEET ABSTRACT AND COMPANY'S GENERAL BUSINESS PROFILE**

NI	FORMATION AS RE	EQUIRED UNDER PART IV OF SCHEDULE VI	OF THE COMPANIES ACT, 1950
•	Registration Detail	ls	
	Registration No.	I I 9 4 I State Code	5 5
	Balance Sheet Date	3 1 - 0 3 - 2 0 0 8	
		Day Month Year	
I.	Capital raised duri	ng the year (amount in Rs. thousands)	
		Public Issue	Rights Issue
		N . A .	N . A .
		Bonus Issue	Private Placement
		N . A .	N . A .
II.	Position of Mobiliz	ation and deployment of funds (amount in Rs.	. thousands)
		Total Liabilities	Total Assets
		1   1   0   8   2   2   8	1 1 0 8 2 2 8
	Sources of Funds		
		Paid up Capital	Reserves & Surplus
		7 9 9 4 5	5 3 6 4 8 5
		Secured Loans	Unsecured Loans
		9 1 5 0 7	N . A .
		DeferredTax	
		1 0 8 8 1	
	Application of Funds		
		Net Fixed Assets	Investments
		3 2 3 3 6 8	2 5 0 0 0
		Net Current Assets	Misc. Expenditure
		3 7 0 4 5 0	N . A .
		Accumulated Losses	
		N . A .	
v	Performance of Co	ompany (amount in Rs. thousands)	
•	T CHOT Mance of G	Turnover*	Total Expenditure
		8 2 1 2 3 1	6 5 0 3 5 9
	* Includes Other Inco		
	+ / _	Profit / Loss Before Tax + / –	Profit / Loss After Tax
			1 0 5 4 1 7
	(Please tick appropria	te box + for profit, – for loss)	
	(i rouse ciert appropria	Earnings Per Share in Rs.	Dividend Rate %
,	Conoris names of		
٧.	Item Code No.	three principal products / services of Company	(as per monetary terms)
	item Code No.	N . A .	
	Product Description	The Company is in the Travel Related Services	
	•	which is not covered under ITC classification.	

# TRAVEL HOUSE NETWORK



11 IATA Offices, 13 Car Rental offices and 18 Travel Counters are part of the Travel House Network

## TRAVEL COUNTERS

### AGRA ITC Mughal

Taj Ganj, Agra - 282 001 Tel: 0562 - 2330350

### BENGALURU ITC Windsor

25, Golf Course Road Bengaluru - 560 052 Tel: 080 - 22269898

### CHENNAI Sheraton Chola 10, Cathedral Road

Chennai - 600 086 Tel: 044 -28116090

### CHANDIGARH

SCO No. 48-49 Sector 9 D Chandigarh - 160 009 Tel: 0172 - 4639605

### **GURGAON**

Fortune Select Global Mehrauli - Gurgaon Road

Gurgaon - 122 022 Tel: 0124 - 4196600

### HYDERABAD ITC Kakatiya

6-3-1187, Begumpet Hyderabad - 500 016 Tel: 040 - 23405020

### JAIPUR Sheraton Rajputana

Palace Road Jaipur - 302 006 Tel: 0141 - 2361268

# KOLKATA

ITC Sonar 1, JBS Haldane Avenue Kolkata - 700 046 Tel: 033 -23004017, 23454061

### The Park

17 Park Street Kolkata - 700 016 Tel: 033 - 22493121

### MUMBAI ITC Maratha

Sahar, Mumbai - 400 099 Tel: 022 - 28317928-29

### **ITC Grand Central**

287, Dr. Baba Saheb Ambedkar Road Parel, Mumbai - 400 012 Tel: 022 - 55045057

### Sun n Sand

39, Juhu Beach Mumbai - 400 049 Tel: 022 - 66938888

### NEW DELHI ITC Maurya

Diplomatic Enclave New Delhi - 110 021 Tel: 011 - 41095555

# Sheraton New Delhi

District Centre, Saket New Delhi - 110 017 Tel: 011 - 42661122

### Intercontinental Eros

International Trade Tower Nehru Place New Delhi - 110 019 Tel: 011 - 41223344

### Hotel Shangri-La

19, Ashoka Road New Delhi - 110 001 Tel: 011 - 41501731-32

## PUNE Sun n Sand

262, Bund Garden Road Pune - 411 001 Tel: 020 - 26137777

# VADODARA

WelcomHotel Vadodara R. C. Dutt Road, Alkapuri Vadodara - 390 007 Tel: 0265 - 2312706

### IATA OFFICES

#### **BENGALURU - I**

ITC Infotech Park 18, Banaswadi Main Road Pulikeshinagar Bengaluru - 560 005 Tel: 080 - 41818181

### BENGALURU - II

148, 1st Floor, HSR Layout Sector V, Outer Ring Road Bengaluru - 560 034 Tel: 080 - 41909090

### **CHENNAI**

Tarapore Towers 826, Anna Salai Chennai - 600 002 Tel: 044 - 43970000

### **GURGAON**

ITC Green Centre 10, Institutional Area Sector 32 Gurgaon - 122 002 Tel: 0124 - 4175051- 62

### **HYDERABAD**

ITC Bhadrachalam House 106, Sardar Patel Road Secunderabad - 500 003 Tel: 040 - 40233200-01

### **KOLKATA**

ITC Centre, 4th Floor 37, J L Nehru Road Kolkata - 700 071 Tel: 033 - 40013163

#### MUMBAI - I

287/14, Millsquare Dr. E Borges Road Parel Mumbai - 400 012 Tel: 022 - 66435643

### **MUMBAI - II**

Ground Floor, Sterling Centre Andheri-Kurla Road, Andheri (E) Mumbai - 400 093 Tel: 022 - 28200862-68

### **NEW DELHI**

T-2, Community Centre Sheikh Sarai, Phase-I New Delhi - 110 017 Tel: 011 - 46059000

### **PUNE**

B-8 & 9, Fifth Avenue Plot 177/3, Dhole Patil Road Pune - 411 001 Tel: 020 - 40112233

### VADODARA

WelcomHotel Vadodara R.C.Dutt Road Alkapuri, Vadodara - 390 007 Tel: 0265 - 2312706, 2330033

# **CAR RENTAL OFFICES (24 Hours)**

#### **BENGALURU - I**

85, Sheriff House Richmond Road Bengaluru - 560 052 Tel: 080 - 41477788

### **BENGALURU - II**

148, 1st Floor HSR Layout, Sector V Outer Ring Road Bengaluru - 560 034 Tel: 080 - 41909090

### **CHANDIGARH**

SCO No. 48-49 Sector 9 D Chandigarh - 160 009 Tel: 0172 - 4639605/09

### **CHENNAI**

Sheraton Chola 10, Cathedral Road Chennai - 600 086 Tel: 044 - 43970000

### **GURGAON**

112, DLF Qutab Plaza Phase-1 Gurgaon - 122 002 Tel: 0124 - 4381460-68

### **HYDERABAD**

ITC Bhadrachalam House 106, Sardar Patel Road Secunderabad - 500 003 Tel: 040 - 27841373

### **JAIPUR**

G-2, Shrigopal Tower G-19C, Krishna Marg Jaipur - 302 006 Tel: 0141 - 4006550/54

#### **KOLKATA**

ITC Centre 37, J L Nehru Road Kolkata - 700 071 Tel: 033 - 40013150

### MUMBAI - I

G-A1, BITS Business Centre Jukaso House, Saki Naka Andheri (E) Mumbai - 400 072 Tel: 022 - 67896000

### **MUMBAI - II**

287/14, Millsquare Dr' E Borges Road, Parel Mumbai - 400 012 Tel: 022 - 66435600

### **NEW DELHI**

306, 3rd Floor Bhikaiji Cama Bhawan Bhikaiji Cama Place New Delhi - 110 066 Tel: 011 - 41659466-69

### NOIDA

9 & 10, Lower Ground Floor Ansal Fortune Arcade Sector 18 Noida - 201 301 Tel: 0124 - 4218711-16

### **PUNE**

B-8 & 9, Fifth Avenue Plot 177/3, Dhole Patil Road Pune - 411 001 Tel: 020 - 40112288

### INTERNATIONAL TRAVEL HOUSE LIMITED

T-2, Community Centre, Sheikh Sarai, Phase - I, New Delhi 110 017.

Tel: +91 I I 2601 7808, 4605 9100, 4605 9101.

Fax:+91 II 260I I543