



khaitan (India) Limited

CIN No. L10000WB1936PLC008775

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Ref: KIL:SEC:46:2019-20

Date: 04/02/2020

To Listing Compliance. National Stock Exchange India Limited, Exchange Plaza, C-1, Block-G, Bandra Kurla Complex, Bandra-(East). Mumbai-400051 NSE Symbol : KHAITANLTD	To Dept of Corporate Services BSE Ltd. (Bombay Stock Exchange) Floor 25, F.J.Towers, Dalal Street, Mumbai-400001 BSE Security Code : 590068
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Dear Sir,

In terms of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 we are to inform you that our Board of Directors will meet on Friday, the 14th day of February, 2020 at 2.00 P.M. at Registered Office at 'Everest House', 20th Floor, 46-C J.L. Nehru Road, Kolkata - 700071. The Agenda interalia includes:

- i) To consider, approve and take on record the Un-audited Financial Results (Provisional) for the Third quarter of the financial Year ended 31.03.2020 and nine months ended as on 31st December, 2019
- ii) To fix day, date, time and venue of Extraordinary General Meeting (EGM) of the members of the Company, for appointment of Statutory Auditors by Member of the Company to fill up the casual vacancy caused by the Resignation of the outgoing Auditors.
- iii) To consider closure of the Register of Member if required
- iv) To appoint the Agency to provide E voting facility to the members for the EGM
- v) To appoint Scrutinizer to conduct E - voting and the Physical Voting at EGM and to submit his Report.
- vi) To consider and approve draft notice of Extraordinary General Meeting (EGM)
- vii) To consider any other matter with the permission of the Chairman

The above is for your information and records

Thanking You

Yours faithfully

For KHAITAN (INDIA) LIMITED

Pradip Halder

Pradip Halder
(Company Secretary & Compliance Officer)