

**Madhav Infra Projects Limited**

CIN : L45200GJ1992PLC018392

Madhav House, Plot No. 4

Near Panchratna Building

Subhanpura, Vadodara-390 023

Telefax : 0265-2290722

www.madhavcorp.com



TM

To,  
BSE Limited  
Corporate Services Department  
Phiroze Jeejeebhoy Towers Dalal Street,  
Mumbai – 400 001  
**Scrip Code: 539894**

Date: September 01, 2023

**Subject: Intimation of an appointment of Company Secretary & Compliance Officer under Regulation 30 of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015**

Dear Sir/Madam,

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), this is to inform you that the Board of Directors of the Company at its meeting held on August 31, 2023 have, inter-alia, considered the following:

Appointment of Ms. Kinjal Khandelwal (ACS: 59070) as Company Secretary & Compliance Officer of the Company with effect from September 01, 2023.

Further, the detailed disclosure as required under Regulation 30 of the Listing Regulations read with SEBI Circular No. CIR/ CFD /CMD/4/2015 dated September 9, 2015 is enclosed as **Annexure-A**.

This is for your information and record.

Thanking you,  
Yours Faithfully

**FOR MADHAV INFRA PROJECTS LIMITED**

**ASHOK KHURANA**  
**DIRECTOR**  
**DIN:00003617**



**Annexure A**  
**Disclosures as required under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Description</b>
<b>1.</b>	Reason for change viz. appointment, resignation, removal, death or otherwise	<b>Appointment</b> of Ms. Kinjal Khandelwal has been made to fill the vacancy caused by the resignation of Mr. Dharmesh Chauhan
<b>2.</b>	Date of appointment/ resignation & term of appointment.	September 01, 2023
<b>3.</b>	Brief profile (in case of appointment)	Ms. Kinjal Khandelwal, is a Member of the Institute of Company Secretaries of India and a Commerce and Law Graduate from Maharaja Sayajirao University. She has an experience of 3 years in secretarial and compliance management.
<b>4.</b>	Disclosure of relationships between directors (in case of appointment of a director).	Not Applicable.





**Dt. 01-Sept-23**

**To  
Mrs. Kinjal Khandelwal  
10 / B Dhurvesh Duplex,  
Harni Road,  
Vadodara, ( Gujarat), 390022**

**Sub : Appointment Letter**

**Dear Mrs. Kinjal Khandelwal,**

With reference to your Bio-Data / Application and the subsequent interview you had with us, we are pleased to appoint you in our organization on the following terms and Conditions:

1. Your appointment would be effective: **01-Sept-23**
2. You are designated as & posted at: **Company Secretary, EPC Division**
3. Your ultimate place of posting/reporting is at our **Corporate Office, Madhav Infra Projects Ltd., Madhav House, Plot No. 4, Subhanpura, Vadodara, Gujarat, site.**
4. Your remuneration shall be as per annexure provided to you earlier. You shall be eligible / entitled for Leave, Bonus / Ex-Gratia, Gratuity, and other benefits as per Rules of the company.
5. You shall initially be on probation for a period of six months from the actual date of your joining us and would continue to be so until you are expressly confirmed in the regular services of the Company.
6. Your services are liable to be terminated on the grounds of inefficiency if you continuously fail to meet the satisfactory performance as per the company standards.
7. It shall be your responsibility to develop and manage a team in your area capable of promoting Company's work, culture and progress & ensure targeted growth.
8. You shall be governed by the Rules, Regulations and such other practices, systems, policies and procedures of the company as set out in **ANNEXURE-A**. Attached hereto, unless otherwise specifically stated.
9. Your salary structure is as per **ANNEXURE-B**

Kindly return to us the duplicate of this appointment letter along with Annexure A & B duly signed by you as a token of your acceptance.

**Yours faithfully,  
For, Madhav Infra Projects Limited**

**AMIT KHURANA  
MANAGING DIRECTOR**