



Manipal Finance Corporation Ltd.

Regd. Office: "Manipal House"- Manipal – 576 104
Udupi Dist., Karnataka
Ph: 0820-2570741
Website: www.mfgroupco.com
Email: investor@mfgroupco.com
CIN : L65910KA1984PLC005988

Ref:MFCL/HO/SEC/0699/2019
14.02.2019

Dept. of Corporate Services
Bombay Stock Exchange Ltd.
Regd. Office: Floor 25
P J Towers, Dalal Street
Mumbai – 400 001

Security ID : MNPLFIN Security Code : 507938

Dear Sir/Madam,

Sub: Outcome of Board Meeting – Resignation of Company Secretary and appointment of new Company Secretary in her place.

MANIPAL FINANCE CORPORATIN LTD has informed BSE that the outcome of meeting of Board of Directors of the Company(**Meeting**) held on February 14, 2019 at its Registered Office of the Company, Manipal House, Manipal, Karnataka – 576 104, is hereby given pursuant to the provisions of Regulation 30 and Schedule III of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, have considered and taken on record the Resignation of Ms. Paoulomi Mozumder, Company Secretary (Membership No. A39863) and approved the proposal of appointment of Ms. Shipra Agrawal (Membership No. A37076) as Company Secretary and Compliance Officer with effect from 21st February, 2019.

Brief Profile of Ms Shipra Agrawal, newly appointed company secretary is appended herewith.

The Meeting commenced at 16.00 p.m. and was concluded by 16.30 p.m.on the same day.

Kindly take this information on record and acknowledge the same.

Thanking you,

Yours faithfully,
For Manipal Finance Corporation Ltd.


T Narayan M Pai
Managing Director
[DIN 00101633]

Shipra Agrawal

Mob: +91-9717080617, +917975953204

E-mail: cs.shipra26@gmail.com

Astro Rosewood Regency, Kaikondrahalli, off sarjapur, Bangalore (560035)

Objective

Seeking an Assistant Company Secretary position for professional challenge and growth to support and enhance co-operative objectives of the company.

Work Experience

- Working as Practicing Company Secretary since Dec. 2016.
- Undergone apprenticeship training under ICSI rules & regulations from PCS 'Baldev Singh Kasthwal' from 2011-2014
- Exposure in performing overall secretarial functions and compliances with Company Law requirements as per the companies act 2013 :
 - Analyzing the Memorandum and Article of Association as per company's stand
 - Convening and conducting of Board and Annual General Meetings
 - Maintenance of all statutory Records and Registers as required under the provisions of Companies Act, 1956 /2013 and other applicable laws.
 - Preparing Notices, Director Report, Resolutions & minutes of AGM, EGM, BM and Committees Meeting.
 - Annual filings of company including XBRL.
 - Filing of various e forms under companies' act 2013.
 - Incorporation of various public and private limited companies.
 - Appointment and removal of directors.

Academic Qualifications

- Company Secretary Membership, 2014.
- Master of Commerce from Dr. Bhimrao Ambedkar University, Agra -2008
- 12th from CBSE Board in 2003.
- 10th from CBSE Board in 2001.

Certification and Training

- NCFM certification beginner module in Securities Market
- 'Understanding information technology in corporate environment certification' from NIIT
- Academic development program, held by ICSI, 2011
- Profession development program, held by ICSI, 2013
- 15-day Management skills orientation program trainings, 2014
- Regular CS workshops and seminars held at ICSI Centers
- 1 month ROC training in ROC New Delhi.

Computer Skills

- Proficient in use of MS-Office
- Well versed with internet browsing
- Experience to make records in TALLY.
- Efficient at e-filings, Corporate Filings.

Strength

- Good organisational and time-management skills.
- Energy, enthusiasm, patience, dedication, resilience and self-discipline.
- Initiative, leadership and supervisory skills and team working abilities.
- Imagination, creativity and analytical skills.
- Ability to work with numerical information, plus analytical and problem-solving skills

Extra Curricular Activities

- Participated in various social events and drive event as host
- Won multiple prizes in school singing, dancing competition

Personal Profile

Spouse Name	:	Mr. Bhuvnesh Kumar
Hobbies	:	Accounting, Teaching, Reading, Music
Languages Known	:	Hindi & English
Reference	:	Available on Request