

SAPTAK CHEM AND BUSINESS LIMITED

Regd. Office: 3, Mohan Chamber, Beside Post Office, Dakor Kheda GJ 388225

Contact No.: + 919909996192 Website: www.saptakchem.com

Email id: info@saptakchem.com CIN: L24299GJ1980PLC101976

23rd November, 2021

To,
BSE Limited
Ground Floor, P.J.Tower
Dalal Street, Kala Ghoda,
Mumbai - 400 001

Scrip Code: 506906

Dear Sir/Madam,

SUB: - NOTICE OF BOARD MEETING

Notice is hereby given that the pursuant to the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, the meeting of the Board of Directors of the Company will be held on 26th November, 2021 at 11:00 a.m. at the Registered Office of the Company to transact the following business:

1. To appoint CS Rashmikant Mankodi (Membership No. ACS 3411) as Company Secretary and Compliance Officer of the company.
2. Any other business with the permission of chair.

Please take the same on record.

Thanking you,

Yours faithfully

For Saptak Chem and Business Limited

R.C. Nanavati

**Rima Nanavati
Director
(DIN 08196967)**