

Mirza International Limited

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September 14, 2020

National Stock Exchange of India Ltd.
Exchange Plaza, Bandra Kurla Complex
Bandra (East),
Mumbai- 400 051

BSE Ltd.
Floor 25, P.J Towers,
Dalal Street,
Mumbai- 400 001

Dear Sir(s),

Subject: Intimation under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

This is to inform that in terms of the captioned Regulation, the Board of Directors of the Company at its meeting held today i.e September 14, 2020, has appointed CS Priyanka Pahuja (ACS 59086), as the Company Secretary and Key Managerial Personnel with immediate effect. Brief Profile of CS Priyanka Pahuja is annexed herewith.

CS Priyanka Pahuja has also been appointed as the Compliance Officer of the Company pursuant to Regulation 6 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (as amended).

She would also be the Nodal Officer under the IEPF Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (as amended) with effect from aforesaid date.

Further, CS Gaurav Rajoriya has ceased to be the Company Secretary & Compliance Officer of the Company with immediate effect.

We request you to take the same on record and acknowledge the receipt.

Thanking you.

Yours faithfully

For MIRZA INTERNATIONAL LTD


V.T. CHERIAN
Chief Financial Officer
Encl as above

Priyanka Pahuja

Address: H.No. 3F/104, NIT Faridabad- 121001

Phone: +91-9654793025, E-mail: priyankapahuja1996@gmail.com

Work Experience

- **HSIL Limited (Hindware) (Listed Company), March 2019 – September 2020**
- Completed 12 months Practical Training as Paid Assistant (CS Article) with **HSIL Limited (Hindware) (Listed Company)** having its Corporate Office at Unit no. 301-302, 3rd Floor, Park Centra, Sector-30, Gurugram-122001, from 5th March, 2018 to 4th March, 2019.

KEY RESPONSIBILITIES

- Preparation of Notices, Agenda and Minutes of Board and all Committee Meetings and assisting in smooth conducting of the Meetings.
- Preparation of documents related to Postal Ballot and assisted in conducting the same.
- Preparation of documents related to the process of passing the Resolutions by circulation.
- Preparation of Notice of the Annual General Meetings.
- Preparation of Annual Disclosures of Directors in Compliance with the Companies Act, 2013, SEBI (LODR) Regulations, 2015 & SEBI (Prohibition of Insider Trading) Regulations, 2015.
- Support in conducting Annual General Meetings in accordance with the Act.
- Support in preparing and finalizing Annual Report comprising Directors Report, Corporate Governance Report and arranging to dispatch the notices, annual reports.
- E-filing of various forms with MCA and preparation and filing of the necessary forms, ensuring maintenance of the statutory records of the company.
- Complying with the quarterly compliance requirements of SEBI (LODR) Regulations, 2015.
- Complying with the various compliances of SEBI (Prohibition of Insider Trading) Regulations, 2015.
- Ensuring that necessary intimations to the Stock Exchange are timely and adequately made.
- Providing outcome of the Board Meeting and General Meetings to the Stock Exchanges.
- Liasoning with Stock Exchanges in any case if required.
- Support in Striking off a Company.
- Support in preparation of documents related to right issue of shares.

Professional Qualification

Year	Exams	Institution
December 2017	CS Professional Programme	ICSI
December 2015	CS Executive Programme	ICSI
December 2013	CS Foundation Programme	ICSI

Educational Qualification

Board/University	Qualification	Year of Qualification	Percentage (%)
C.B.S.E.	10 th	2011	7.8 CGPA
C.B.S.E.	12 th	2013	91.25%
Delhi University (SOL)	B.Com	2016	63%

Achievement

Secured 5th rank in CS Foundation Programme in Faridabad

Extracurricular Activities

Participated in various Singing and Dancing competitions

Active Participation and Organization of various student level programmes

Biographical Data

Born : 14th Jan, 1996
Language : English and Hindi

[PRIYANKA PAHUJA]