

SWAGTAM TRADING & SERVICES LIMITED

Regd. Office: R-489, GF-A, New Rajinder Nagar, New Delhi - 110060
Tel : 011-42475489 E-mail : swagtam1984@gmail.com Website : www.swagtam.com
CIN: L51909DL1984PLC289131

- 1) BSE Ltd.
- 2) Calcutta Stock Exchange Ltd.
- 3) All Board Members
- 4) All Promoters & Shareholders
- 5) RTA - Alankit Assignments Ltd.
- 6) Statutory Auditors
- 7) NSDL
- 8) CDSL
- 9) B. BHUSHAN & CO., Secretarial Auditors
- 10) MITTAL JINDAL & ASSOCIATES., Internal Auditors

11.08.2020

SUB : **OUTCOME OF BOARD MEETING - 11.08.2020**

Dear Sir/ Madam,

With further reference & in continuation to our Letters & Emails dated 29.07.2020 & 30.07.2020, Meeting(s) of Audit Committee & Board of Directors held at its Regd. Office today - 11.08.2020

[A] Please find enclosed herewith the following :-

Un-Audited Financial Results of Quarter ended 30.06.2020 alongwith Limited Review Report from Statutory Auditors stands approved & adopted.

Results has been released for Publications in 2 Newspapers & are displayed at Company's website Trading Window will remain closed from 01.07.2020 to 15.08.2020 for all insiders.

[B] in pursuance of applicable clauses of Listing Agreement(s), this is to bring to your kind Attention that in the meeting of the Board of Directors held today, the following matters/ issues/ agenda were taken up for Consideration and stands unanimously approved/ resolved/ adopted by the Board of Directors, subject to necessary approvals/ sanctions/ adoption by Shareholders at the ensuing "35TH AGM" :-

- 1). Audited Annual Accounts as at 31.03.2020, Auditors Report dated 26.06.2020, Directors' Report, Form MGT-9 : Extract of Annual Return, Secretarial Audit Report, Management Discussion & Analysis Report, Secretarial Compliance Report, Corporate Governance Report, CEO/ CFO Certificate, PCS Certificate, and Enclosure(s) & Annexure(s) thereto, Etc., for the Financial Year 2019-20 stands noted/ approved/ adopted and it has been decided/ resolved to recommend the same to the Shareholders for approval/ adoption at the 35TH Annual General Meeting of the Company.
- 2). RESOLUTIONS at the 35TH Annual General Meeting
ORDINARY BUSINESS

1.	To receive, consider & adopt the Audited Balance Sheet and Statement of Profit & Loss as at 31.03.2020 and Cash Flow Statements, etc. for the year ended 31.03.2020 alongwith the Reports of Auditors & Directors thereon
2.	To re-appoint Mr. Sumit Gupta (DIN: 00074483) as Director who retires by rotation & being eligible offers himself for re-appointment.
3.	To appoint Statutory Auditors details as per Notice of AGM

- 3). Approved the "Book Closure Dates" i.e. Register of Members and Share Transfer Books - shall remain Closed from 19.09.2020 to 25.09.2020 (both days inclusive).
- 4). Approved the Attendance Slip, Proxy Form & List of Resolutions, Etc.
- 5). Appointment of M/s B. Bhushan & Co., Company Secretaries, (M. No. A31951 and COP No. 14469), as "SCRUTINIZER" for conducting E-voting process, etc.

For SWAGTAM TRADING & SERVICES LIMITED

Director/Auth. Sign.

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- 6). EVEN (E-voting facility) from NSDL and to coordinate with NSDL & RTA – Alankit Assignments Ltd. for E-voting, Reports, etc.
- 7). Approved the “NOTICE of 35TH AGM with NOTES”
- 8). **35TH Annual General Meeting - CALENDAR of EVENTS :-**

Company ISIN NO.	INE150R01019
Name of Company	SWAGTAM TRADING & SERVICES LIMITED CIN:- L51909DL1984PLC289131
Date of Notices & Attendance Slips & Proxy Form	11.08.2020
Record / CUTOFF Date of Members Data for sending Notice of AGM	11.08.2020
CUTOFF date for dispatching / sending Notices	25.08.2020
CUTOFF date For E-Voting (7 days prior to AGM)	18.09.2020
E-Voting Start Date & Time	21.09.2020 - 09:00 A.M.
E-Voting End Date & Time	24.09.2020 - 05:00 P.M.
E-Voting Result Date & Time	Within 3 days from 25.09.2020 (AGM)
Book Closure Start Date	19.09.2020
Book Closure End Date	25.09.2020
Venue of AGM	WEBINAR / VIDEO CONFERENCE
Date of AGM	25.09.2020 02:00 P.M. FRIDAY
Rate of Dividend (if any)	NIL

- 9). (a) Decided / Resolved to convene & to hold 35th Annual General Meeting through *electronic means* for which link will be dispatched or emailed to the members whose email id is registered with the company or RTA and put all the matters mentioned above, for approval of shareholders in the **35th AGM, Friday, 25th September, 2020, at 02:00 p.m. onwards**
(b) additionally, ‘WEBINAR / VIDEO CONFERENCE’ facility shall be provided to all shareholders, details thereof will be uploaded on Company’s Website & shared/ communicated to all concerned
- 10) Constitution, Formation & Approval of various Committee(s), Policies, Code of Conduct, etc.
- 11) Any other matters/ issues, if any, with the permission of Chair

**** PRINTED BOOKLET / ANNUAL REPORT, in respect of above, will be dispatched & filed shortly. ****

Kindly advise if we have to submit any other information, papers, documents, etc
Kindly take it on record, do the needful & oblige and Disseminate the same.

For **SWAGTAM TRADING AND SERVICES LIMITED**
F or SWAGTAM TRADING & SERVICES LIMITED

SUMIT GUPTA

Director - DIN: 06917742

Encl: As Above

Director/ Auth. Sign.