



# ASIAN TEA & EXPORTS LTD.

CIN No. L24219WB1987PLC041876

Sikkim Commerce House, 4/1, Middleton Street, Kolkata – 700 071

Tel: +91 33 2287 9732 / 7334, 4006 3601 (15 Lines)

Email: [info@asianteaexports.com](mailto:info@asianteaexports.com), Website: [www.asianteaexports.com](http://www.asianteaexports.com)

23<sup>rd</sup> July, 2021

To,

<b>Bombay Stock Exchange Limited</b> <b>PhirozeJeebhoy Towers</b> <b>Dalal Street, 25<sup>th</sup> Floor</b> <b>Mumbai- 400001</b> <b>Script Code: 519532</b>	<b>Calcutta Stock Exchange Association</b> <b>Limited</b> <b>7, Lyons Range</b> <b>Kolkata – 700001</b> <b>Script Code: 011053</b>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------

Dear Sir/ Madam,

**Sub: Intimation of Appointment of Secretarial Auditor- Disclosure under Regulation 30 of the SEBI(Listing Obligation and Disclosure Requirements)Regulations,2015.**

Pursuant to Regulation 30 of the Secretarial and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulation”), this is to inform you that Board of Directors has accepted the resignation of Ms Tanmay Shah & Co and approved the appointment of Ms Prachi Todi, Practicing Company Secretary as an Secretarial Auditors of the Company for the F.Y 2021-22 in their meeting held on June 03, 2021. The meeting of Board of director commenced at 11:00 A.M. and concluded 11:30 A.M.

The particulars required as per Regulations 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulation”), are given below:

Name and Address of the firm	Ms Prachi Todi Proprietor: Miss Prachi Todi Address: 33C, Satish Mukherjee Road,Near Gouriya Math, Kolkata-700026,
Date of Appointment	June 03, 2021
Term of Appointment	For the F.Y. 2021-22 to audit the secretarial and related records of the company pursuant to Companies Act, 2013and the share continue thereafter , unless resolved otherwise
Basic Profile	Ms. Prachi Todi is a Qualified Company Secretary (Membership No. 53022) having core expertise in Corporate Laws, NCLT Matters, and matters relating to the Securities & Exchange Board of India. She has an experience of more than five years in this field. She had obtained her Certificate of Practice (COP No. 22964) on 05th March, 2020 and started her own firm. Currently, as a Practicing Company Secretary, she has been dealing in providing professional and consultancy services in the field of corporate laws, securities laws

	and other allied laws. Other integrated services offered to the clients are Secretarial Audit, Due Diligence, drafting of various deeds/agreements, Certification work, XBRL filings, Merger/Amalgamation, Delisting of Company, Scrutinizer Services, Trademark and Trade Licence registration, GST registration, application of Digital Signatures, etc.
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Further, Ms Prachi Todi is also appointed for the audit/certification of “Reconciliation of Share Capital Audit Report” on quarterly basis and “Annual Secretarial Compliance Report “and other Certifications as required under the provisions of the Companies Act 2013 and Listing Regulations, for the time being in force.

Kindly take on record and acknowledge receipt.

Thanking You,  
For **Asian Tea & Exports Ltd**

RASHI  
NAGORI



Digitally signed by  
RASHI NAGORI  
Date: 2021.07.23  
15:43:44 +05'30'

Rashi Nagori  
Company Secretary