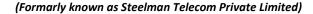
Steelman Telecom Limited



Dated: 04.11.2022

To,

The General Manager **Bombay Stock Exchange Limited** PhirozeJeejeebhoy Tower Dalal Street,

Mumbai-400001

Scrip Code: BSE: 543622

Sub: Intimation under Regulation 30 (6) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 – Appointment of Company Secretary (CS)

We wish to inform you that in terms of Regulation 30 (6) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Mrs. Aparupa Das, having Membership No.42450 has been appointed for the position of Company Secretary & Compliance Officer of the Company with effect from 4th November, 2022 and the same has been taken on record by the Board of Directors of the Company as recommended by the Nomination & Remuneration Committee in the meeting held on today.

Kindly take the same on record.

Thanking You,

Yours faithfully,

For STEELMAN TELECOM LIMITED

MAHENDR #=W6 25.42 A BINDAL

MAHENDRA BINDAL (MANAGING DIRECTOR)

DIN: 00484964

CS Aparupa Das

Address: Meghdoot Apartment 240A, S.K.B. Sarani,

Kalindi, Kolkata – 700 030,

Contact No: 8620828545 Alternative No: 8910086338 *Email ID:* cs.aparupa@gmail.com

Career Objectives:

- ❖ To be instrumental in realizing organizational goal and objectives through devotion, hard work & devotion.
- ❖ To have a challenging and satisfying career and work as a team to meet the standards of the organization.

Qualification:

Professional Qualification:

Examination	Institute	Session	Module	%
Executive	Institute Of Company Secretaries Of India	June,2011	1	65%
Executive	Institute Of Company Secretaries Of India	Dec,2011	2	62.50%
Professional	Institute Of Company Secretaries Of India(Dec,2012	4	50%
Professional	Institute Of Company Secretaries Of India	June,2013	1	60.50%
Professional	Institute Of Company Secretaries Of India	Dec,2013	2 & 3	53% & 50%

Academic Qualification:

Degree	Board / University	Year of	Marks
		Passing	
Master in International Business	I.G.N.O.U.	2010	66.5%
Operations (IBO)			
B.SC Hons in Zoology (Biology,	Calcutta University	2008	53%
Chemistry & Botany)			
Sr. Secondary	West Bengal Council	2005	66.9%
	Of Higher Secondary		

Secondary	West Bengal Council	2003	77%
(With 4 Letters + Star Marks in	Of Higher Secondary		
Math, Biology, Physics, History)			

Works Experience:

I am a Qualified company Secretary having Membership No.42450 and served following Companies as a Company Secretary cum Compliance officer since more than 8(Eight)Years

- → S.R & Associates
- → M/s Poddar Udyog Limited
- → M/s Iris health Services
- → M/s Shelter Infra Projects Limited (Listed in BSE & CSE)

Assignment Handled:

- Ensuring Company's overall Secretarial Compliances.
- Ensuring Company's Compliance of Companies Act, Secretarial Standards and SEBI (LODR) Regulations.
- Preparation of Notice, Agenda, Detailed Agenda, Minutes and other statutory related papers.
- Correspondences with the Stock Exchange, ROC, Shareholders etc.
- Preparing and filing various E-forms with MCA.
- Preparation of Annual Report of the Company.
- Handling Dividend related matter.
- Handling Postal Ballot Process including E-Voting Mechanism.
- Handling transfer of unclaimed / unpaid dividend and Shares to the Investor Education and Protection Fund (IEPF).
- Alteration of Articles of Associations of a listed Company as well as Unlisted Companies.
- Alteration of MOA & AOA for the increase of Authorised Capital and Preferential Allotment of shares by an unlisted Public Limited Company and also alteration of Objects Clause of the Company
- Handling / resolving the queries of Secretarial Auditors, Statutory Auditors etc.
- Listing Compliances.

Personal Skills

- ➤ Ability to deal with people, Focus & Task oriented.
- Comprehensive problem solving abilities.
- Taking initiative in any kind of tasks as a group leader and as well as member.

Personal Details

Father: Mr. Ranjit Kumar Das

DOB: 9th June, 1987.

Gender: Female. **Marital Status:** Married

Languages Known: English, Bengali, and Hindi.

Hobbies: Listening to Music, painting and reading books.

Religion: Hinduism.

Nationality: Indian.

Contact No (Residence): 8620828545 / 8910086338

Membership No: A42450

{The above stated statement is absolutely true.}

Date:04.11.2022Sd: Aparupa DasPlace:Kolkata(Aparupa Das)