

# SWAGTAM TRADING & SERVICES LIMITED

Regd. Office: R-489, GF-A, New Rajinder Nagar, New Delhi – 110060

Tel : 011-42475489 E-mail : [swagtam1984@gmail.com](mailto:swagtam1984@gmail.com) Website : [www.swagtam.com](http://www.swagtam.com)

CIN: L51909DL1984PLC289131

1) All Shareholders	7) M/s G. K. KEDIA & CO., Statutory Auditors
2) BSE Ltd.	8) NSDL
3) Calcutta Stock Exchange Ltd.	9) CDSL
4) All Board Members	10) B. BHUSHAN & CO., Secretarial Auditors
5) All Promoters	11) MITTAL JINDAL & ASSOCIATES., Internal Auditors
6) RTA – Alankit Assignments Ltd	

Dear Sir/ Madam,

28.07.2022

Pursuant to Listing Agreement(s) with BSE Ltd. & CSE, Notice is given that Meeting of Audit Committee & Board of Directors will be held at its Regd. Office on **WEDNESDAY – 10.08.2022 at 03:30 & 04:30 P.M.:-**

- 1) To consider, approve & adopt Un-audited Quarterly Financial Results of Quarter ended 30-June-2022 and Limited Review Report.
- 2) Trading Window in equity shares will remain closed from 01.07.2022 to 15.08.2022 for all insiders
- 3) 37<sup>th</sup> ANNUAL GENERAL MEETING :-
  - (A) To approve NOTICE of AGM alongwith Notes
  - (B) Director's Report, MGT-9 : Extract of Annual Return, Secretarial Audit Report, Management Discussion & Analysis Report, Corporate Governance Report, Secretarial Compliance Report, CEO/ CFO Certificate, PCS Certificate on Compliance of Corporate Governance, Etc.
  - (C) To receive & to take note of Audited Financial Statements for F.Y. ended 31.03.2022 and Statutory Audit Report dated 21.05.2022
  - (D) Constitution & Functioning of various statutory committee(s)
  - (E) Book Closure Dates, Corporate Action Forms, etc
  - (F) Convening & holding of E-Annual General Meeting (E-AGM) via VC / OAVM
  - (G) Re-appointment of Retiring Director
  - (H) Re-appointment of Statutory Auditors
  - (I) List of Resolutions, Etc
  - (J) Correspondence with CDSL, NSDL & RTA & Others for E-voting
  - (K) Appointment of Scrutinizer
  - (L) Internal Financial Controls, Policies, Internal Audit Report, Etc
- 4) To Consider & Appoint Company Secretary & Compliance Officer
- 5) Any other matter with the permission of the Chair.

✓ Copy of NOTICE is enclosed

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

For SWAGTAM TRADING AND SERVICES LIMITED

F or SWAGTAM TRADING & SERVICES LIMITED

SUMIT GUPTA  
Director - DIN: 06911742

Director/ Auth. Sign

Encl: As Above

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## NOTICE

Pursuant to Listing Agreement(s) with BSE Ltd. & CSE, Notice is given that Meeting(s) of Audit Committee & Board of Directors is scheduled to be held on **WEDNESDAY – 10.08.2022 at 03:30 & 04:30 P.M.** at its Regd. inter-alia to consider, approve & adopt Un-audited Quarterly Financial Results of Quarter ended 30-06-2022 & Limited Review Report, Trading Window in equity shares will remain closed from 01.07.2022 to 15.08.2022 for all insiders, to approve NOTICE of 37<sup>th</sup> ANNUAL GENERAL MEETING alongwith Notes, Directors Report, MGT-9, Secretarial Audit Report, Management Discussion & Analysis Report, Secretarial Compliance Report, PCS Certificate, Corporate Governance Report, Policies, Committees, Book Closure Dates, AGM details, Audited Financial Statements with Audit Reports of FY ended 31.03.2022, Re-appointment of retiring Director & Statutory Auditors, List of Resolutions, Correspondence with RTA, CDSL, NSDL, E-voting, Scrutinizer, Etc., and To Consider & Appoint Company Secretary & Compliance Officer and any other matter with the permission of Chair.

New Delhi  
28.07.2022

Sumit Gupta  
Director - DIN: 06911742

Members are requested to Update their Contact details, address, PAN, Email Id, etc for your Company's updates, announcements, correspondence, etc.

For SWAGTAM TRADING & SERVICES LIMITED

Director/Auth. Sign