

SAPTAK CHEM AND BUSINESS LIMITED

Regd. Office: 201 Chiranjiv Complex Mahalaxmi Five Road, Paldi, Ahmedabad-380007

Contact No.: + 917778878401 Website: www.saptakchem.com

Email id: munakchem1980@gmail.com CIN: L24299GJ1980PLC101976

18th May, 2024

To,
BSE Limited
Ground Floor, P. J. Tower
Dalal Street, Kala Ghoda,
Mumbai – 400 001

Scrip Code: - 506906

Sub: Intimation of Board Meeting to be held on Wednesday, May 29, 2024.

Ref.: - Pursuant to Regulation 29 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Dear Sir/Madam,

Pursuant to Regulation 29 read with other applicable Regulation of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, we hereby inform you that the Meeting of the Board of Directors of the Company is scheduled to be held on Wednesday, May 29, 2024 at the Registered Office of the Company *inter alia* to consider and approve the following: -

1. Audited financial result for the quarter and financial year ended on 31st March, 2024 along with the Auditor's Report and Certificate for unmodified opinion Pursuant to Regulation 33 of SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015.
2. To approve Proposal for Scheme of Capital Reduction pursuant to Sections 66 and other applicable provisions of the Companies Act, 2013 (“**the Act**”) and the rules made thereunder (“**the Rules**”) (including any statutory modification(s) or re-enactment(s) thereof for the time being in force) upon receipt of approval/NOC from BSE.
3. Draft of Director’s Report and Secretarial Audit Report for the year ended March 31, 2024
4. fix day, date, time and venue for Annual General meeting;
5. Dates for closure of the Register of Members and Share Transfer Register for the purpose of Annual Book Closure;
6. Draft of notice for Annual General Meeting;
7. Appointment of scrutinizer for the process of Remote E-voting as well as voting at the AGM;
8. Any other business with the permission of Chairman.

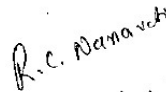
Further, pursuant to the Code of Fair Disclosure (Including Determination of Legitimate Purpose), Internal Procedures and Conduct for Regulating, Monitoring and Reporting of Trading by Designated Person(s) (“the Code”) of the Company and the SEBI (Prohibition of Insider Trading) Regulations, 2015 and in accordance with our earlier communication, it was intimated that the Trading Window for dealing in Securities of the Company shall remain closed Monday, April 01, 2024 until forty eight hours after declaration of the audited Financial Results of the Company for the last quarter ended March 31, 2024.

Please take the same on your record and oblige.

Thanking you,

Yours faithfully,

For Saptak Chem and Business Limited



Rima Nanavati
Director
DIN: 08196967