

SAPTAK CHEM AND BUSINESS LIMITED

Regd. Office: 3, Mohan Chamber, Beside Post Office, Dakor Kheda GJ 388225

Contact No.: +919662061816 Website: www.saptakchem.com

Email id: munakchem1980@gmail.com CIN: L24299GJ1980PLC101976

15th July, 2023

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

Scrip Code: 506906

Sub: - Intimation regarding appointment of Secretarial Auditor pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”).

Dear Sir/Madam,

Pursuant to Regulation 30 read with Schedule III of SEBI Listing Regulations, this is to intimate that the Board of Directors of the Company in its meeting held on Thursday, July 13, 2023, has appointed Mrs. Rupali Modi, Company Secretary as the Secretarial Auditor of the Company for the Financial Year 2023-24.

The requisite details as required under SEBI Listing Regulations read with SEBI Circular No. CIR/CFD/CMD/4/2015 dated September 9, 2015, are enclosed as **Annexure-1**.

Kindly take the same on your records and acknowledge the receipt.

Thanking You.

Yours Faithfully,

For Saptak Chem and Business Limited

Chirag Nanavati
Director
DIN: 08196966

Encl.: As above

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Annexure-A

Details required as per the Regulations 30 of the Listing Regulations and Circulars issued thereunder are as below:

| Sl. No. | Particulars | Details |
|---------|--|--|
| 1. | Reason for Change Viz., Appointment, Resignation, removal, death or otherwise; | Appointment: to Comply with provision of Section 204 the Companies Act, 2013 and the Regulation 24A under SEBI (LODR) Amendment Regulations, 2015. |
| 2. | Date and Terms of Appointment | July 13, 2023. CS Rupali Modi, Practicing Company Secretary (Membership No. 25467 and COP No. 11350) as Secretarial Auditor of the Company for the F.Y. 2023-24. |
| 3. | Brief profile (In case of Appointment) | |
| | Name of Auditor | CS Rupali Modi, Practicing Company Secretary (Membership No. 25467 and COP No. 11350) |
| | Office Address | B-601, Samarpan Palace Dattapada Road, Borivali (E) Mumbai-400066 |
| | Email ID | csrupalimodi@gmail.com |
| | About Auditor | CS Rupali Modi is a Practicing Company Secretary and a Member of the Institute of Company Secretaries of India (ICSI). She is working since more than 10 (Ten) Years in the field of various Corporate Laws. His core area of working is The Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, The Foreign Exchange Management Act, 1999. |
| | Disclosure of relationships between directors (in case of Appointment of a director) | Not Applicable. |