

SWAGTAM TRADING & SERVICES LIMITED

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

Tel : 011-42475489 E-mail : swagtam1984@gmail.com Website : www.swagtam.com

CIN: L51909DL1984PLC289131

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

08.08.2019

SUB : **OUTCOME OF BOARD MEETING – 08.08.2019**

Dear Sir/ Madam,

With further reference & in continuation to our Letters & Emails dated 24.07.2019 & 25.07.2019, Meeting(s) of Audit Committee & Board of Directors held at its Regd. Office today – 08.08.2019

[A] in pursuance of applicable clauses of Listing Agreement(s), this is to bring to your kind Attention that in the meeting of the Board of Directors held today, the following matters/ issues/ agenda were taken up for Consideration and stands unanimously approved/ resolved/ adopted by the Board of Directors, SUBJECT to necessary approvals/ sanctions/ adoption by Shareholders at the ensuing “**34TH Annual General Meeting**” :-

- 1). Audited Annual Accounts as at 31.03.2019, Auditors Report dated 17.05.2019, Directors’ Report, Form MGT-9 : Extract of Annual Return, Secretarial Audit Report, Management Discussion & Analysis Report, Secretarial Compliance Report, Corporate Governance Report, CEO/ CFO Certificate, PCS Certificate, and Enclosure(s) & Annexure(s) thereto, Etc., for the Financial Year 2018-19 stands noted/ approved/ adopted and it has been decided/ resolved to recommend the same to the Shareholders for approval/ adoption at the 34TH Annual General Meeting of the Company.
- 2). **RESOLUTIONS** at the 34TH Annual General Meeting

➤ *Ordinary Business*

1.	To receive, consider & adopt the Audited Balance Sheet and Statement of Profit & Loss as at 31.03.2019 and Cash Flow Statements, etc. for the year ended 31.03.2019 alongwith the Reports of Auditors & Directors thereon
2.	To re-appoint Mr. Sumit Gupta (DIN: 00074483) as Director who retires by rotation & being eligible offers himself for re-appointment.
3.	To re-appoint M/s. GHOSH KHANNA & Co, Chartered Accountants, FRN – 003366N, as the Statutory Auditors.

➤ *Special Business*

4	To re-appoint Ms. Lalita Mittal (DIN: 06928783) as Whole Time Director & Chief Financial Officer (<i>Special Resolution</i>)
5	To re-appoint Mr. Raj Kumar Gupta (DIN: 00074532) as Independent Director
6	To re-appoint Mr. Raman Mittal (DIN: 06877244) as Independent Director

- 3). Approved the “**Book Closure Dates**” i.e. Register of Members and Share Transfer Books – shall remain **Closed from 20.09.2019 to 26.09.2019** (both days inclusive).
- 4). Approved the Attendance Slip, Proxy Form & List of Resolutions, Etc.
- 5). Appointment of M/s B. Bhushan & Co., Company Secretaries, (M. No. A31951 and COP No. 14469), as “**SCRUTINIZER**” for conducting E-voting process, etc.

F or SWAGTAM TRADING & SERVICES LIMITED


Director/Auth. Sign.

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- 6). EVEN (E-voting facility) from NSDL and to coordinate with NSDL & RTA – Alankit Assignments Ltd. for E-voting, Reports, etc.
- 7). Approved the “NOTICE of 34TH A.G.M. with NOTES & Explanatory Statement”
- 8). **34TH Annual General Meeting - CALENDAR of EVENTS :**

Company ISIN NO.	INE150R01019
Name of Company	SWAGTAM TRADING & SERVICES LIMITED {CIN:- L51909DL1984PLC289131}
Date of Notices & Attendance Slips & Proxy Form Record/ CUT-OFF date of Members Data for sending Notice of AGM	08.08.2019
CUT-OFF date for dispatching / sending Notices	06.08.2019
CUT-OFF date for E-Voting (7 days prior to AGM)	20.08.2019
E-Voting Start Date & Time	19.09.2019
E-Voting End Date & Time	22.09.2019 - 09:00 A.M.
E-Voting Result Date & Time	25.09.2019 - 05:00 P.M.
Book Closure Start Date	Within 3 days from 26.09.2019 (AGM)
Book Closure End Date	20.09.2019
Venue of AGM	26.09.2019
Date of AGM	Registered Office : R-489, GF-A, NEW RAJINDER NAGAR, NEW DELHI - 110060
Rate of Dividend (if any)	26.09.2019 02:00 P.M. THURSDAY
	NIL

- 10). Decided / Resolved to Convene & to Hold 34TH Annual General Meeting and put all the matters mentioned above, for Approval of Shareholders in the
34TH ANNUAL GENERAL MEETING
THURSDAY, 26th SEPTEMBER, 2019, AT 02.00 P.M.
AT R-489, GF-A, New Rajinder Nagar, New Delhi – 110060

Any other matters/issues, if any, with the permission of Chair


** PRINTED BOOKLET / ANNUAL REPORT, in respect of above, will be dispatched & filed shortly. **

- [B] **Board took up the matter relating to consider, approve & adopt “Un-audited Financial Results” of Quarter ended 30.06.2019 & Limited Review Report, but could not conclude it today, accordingly Board decided to adjourn & to hold Meeting of Board of Directors on Monday 12.08.2019 at 04:00 P.M. at its Regd. Office. Earlier Trading Window in equity shares was closed from 05.08.2019 to 12.08.2019 for all insiders, now it is extended upto 14.08.2019.**

Kindly advise if we have to submit any other information, papers, documents, etc
For **SWAGTAM TRADING AND SERVICES LIMITED**

SUMIT GUPTA
Director - DIN: 06911742

F or SWAGTAM TRADING & SERVICES LIMITED


Director (Auth. Sign.)