



# SARDA PAPERS LIMITED

Admin Office: 1003-04, Centrum, Wagle Estate, Thane – 400 604

Phone: +91 9321752685

Email: info.spl1991@gmail.com

CIN: L51010MH1991PCL061164

Date: August 06, 2021

To,  
The Listing Department  
**BSE Limited**  
PhirozeJeejeebhoy Towers,  
Dalal Street,  
Mumbai- 400001

Dear Sir,

**Ref:** Our Scrip Code 516032 BSE

Notice is hereby given that meeting of Board of Director of the Company shall be held on Friday 13<sup>th</sup> August, 2021 at 1003-04, Centrum IT Park, Wagle Estate, Thane - 400604 at 4:00 P.M. to transact following agenda:

## Agenda for the Board Meeting

Sr. No.		Item
1.	To confirm	Minutes of the last Board Meeting held on June 23, 2021
2.	To consider grant of	Leave of Absence to Director not attending, if any,
3.	To take note of	The Register of Contracts relating to transactions, if any in which the Directors are interested
4.	To review	The status of follow-up actions, if any arising from the business of the previous Board Meeting
5.	To note and take on record	Statutory Compliance Certificate
6.	To take note of	The Minutes of the Audit Committee Meeting held on June 23, 2021
7.	To take note of	Compliance as per SEBI/STOCK Exchange <ol style="list-style-type: none"><li>Reconciliation of Share Capital Audit Report dated July 26, 2021 issued by CS Chandini M Patel, Practicing Company Secretary for the quarter ended June 30, 2021</li><li>Report on Shareholding Pattern for the quarter ended June 30, 2021</li><li>Statement of Investors Complaint under Regulation (13(3) of SEBI (Listing Obligations and Disclosures Requirements)Regulation 2015</li></ol>
8.	To consider and approve	The Unaudited Financial Results for the Quarter ended June 30, 2021
9.	To consider and approve	Management Discussion & Analysis and Draft on Corporate Governance.



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10.	To consider and approve	Secretarial Audit Report
11.	To consider and approve	To consider and approve a Resolution under Section 188 of the Companies Act, 2013 and Regulation 23 of SEBI (Listing Obligations and Disclosures Requirements) Regulation 2015 for Related Party Transactions.
12.	To consider and approve	Annual Report & Directors Report of the Company for the year ended 2020-21.
13.	To appoint	M/s Chandini Patel & Co., Company Secretaries as Secretarial Auditor of the Company for the year 2021-22.
14.	To consider and approve	<ol style="list-style-type: none"><li>1. Convening of the 30<sup>th</sup> Annual General Meeting of the Company.</li><li>2. (Date, time, venue for holding the Meeting) including E-voting by the Shareholders.<ul style="list-style-type: none"><li>• Draft NOTICE</li><li>• Balance sheet and Statement of Profit and Loss for year 2020-21</li><li>• To declare dividend on Equity Shares</li><li>• Reappointment of Directors retiring by rotation</li></ul></li><li>3. Closure of Share transfer Books &amp; Register of Members</li></ol>
15.	To consider and approve	The draft of the advertisement for publishing the Unaudited Financial Results for the Quarter ended June 30, 2021 as required to be released under the Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015
16.	To consider	Any other matter with the permission of the Chair

For **SARDA PAPERS LIMITED**

**Manish D Ladage**

**Director**

**DIN: 00082178**

**CC: All the Directors of the Company**