

# RITA FINANCE AND LEASING LIMITED

CIN: L67120DL1981PLC011741

Regd Office: D-328, Basement Floor, Defence Colony, New Delhi-110024

Email id: [ritaholdingsltd@gmail.com](mailto:ritaholdingsltd@gmail.com) Website: [www.ritafinance.in](http://www.ritafinance.in) Tel: 011-46772202

March 01, 2024

<b>Department of Corporate Relations BSE Limited</b> P. J. Towers, Dalal Street, Fort Mumbai-400 001	<b>Metropolitan Stock Exchange of India Limited</b> 205(A), 2nd floor, Piramal Agastya Corporate Park, Kamani Junction, LBS Road, Kurla (West), Mumbai – 400070
<b>Scrip code: 543256</b>	<b>Symbol: RFL</b>

ISIN: INE018S01016

Dear Sirs,

**Subject: Intimation and Outcome for Appointment of Company Secretary and Compliance Officer.**

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulations, 2015, this is to inform you that the Board of Directors in its meeting held today i.e. March 01, 2024 has approved the appointment of Ms. Chanchal Sharma as Company Secretary and Compliance Officer of Rita Finance And Leasing Limited (the Company) w.e.f March 01, 2024.

The details as required under Regulation 30 of the Securities and Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulations, 2015 read with SEBI Circular No. CIR/ CFD /CMD/4/2015 dated September 09, 2015 are enclosed herewith Annexure I.

The Board Meeting commenced at 01:00 P.M. and concluded at 01:20 P.M.

You are requested to take the above information on record.

Thanking you,  
Yours faithfully,

For **RITA FINANCE AND LEASING LIMITED**

**(PAWAN KUMAR MITTAL)**

Director

DIN: 00749265

Place: New Delhi

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## ANNEXURE I

**Details under Regulation 30 of the SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 read along with SEBI Circular CIR/CFD/CMD/4/2015, dated September 09, 2015**

Reason for change viz. appointment, <del>resignation,</del> <del>removal, death or otherwise;</del>	Appointment of Ms Chanchal Sharma as Company Secretary and Compliance Officer of the Company.
Date of appointment/ <del>cessation</del>	March 01, 2024
Brief profile (in case of appointment)	<p>She is an Associate Member of the Institute of Company Secretaries of India (ICSI). She has completed her Post Graduation and Graduation in Commerce from Chaudhary Charan Singh University.</p> <p>Skilled in performing various Secretarial and Compliance functions such as preparing agendas, notices, minutes, attending meetings, coordinating with external directors, listing agreement compliances, preparing &amp; filing statutory forms /returns and incorporation of new companies.</p>
Disclosure of relationships between directors (in case of appointment of a director)	Not Applicable