



## Manipal Finance Corporation Ltd.

Regd. Office: "Manipal House"- Manipal – 576 104  
Udupi Dist., Karnataka  
Ph: 0820-2570741  
CIN : L65910KA1984PLC005988

Ref:MFCL/HO/SEC/01399/2018  
September 29, 2018

Dept. of Corporate Services  
Bombay Stock Exchange Ltd.  
Regd. Office: Floor 25  
P J Towers, Dalal Street  
Mumbai – 400 001

**Security ID : MNPLFIN Security Code : 507938**

### **Sub: Outcome of Board Meeting**

*Dear Sir,*

MANIPAL FINANCE CORPORATION LTD. has informed BSE that the outcome of meeting of Board of Directors of the Company held on September 29, 2018 at its Registered Office of the Company, Manipal house, Manipal, Karnataka – 576 104, is hereby given pursuant to the provisions of Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, considered the proposal for appointment of CS Paoulomi Mozumder (ICSI Mem.No.39863) as Company Secretary and Compliance Officer with effect from 01<sup>st</sup> October, 2018.

Please find attached herewith the brief profile of the proposed appointee in terms of said Regulations.

The Meeting commenced at 11.00 a.m. and was concluded by 12.30 p.m. on the same day.

Kindly take this information on record and acknowledge the same.

Thanking you,  
Yours faithfully,

For Manipal Finance Corporation Limited.

**T Narayan M Pai**  
Mg. Director  
[DIN 00101633]



Encl: Brief Profile

**PAOULOMI MOZUMDER**  
Membership No-A39863.

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**Profile Summary**

Being a professional she would like to learn the areas which he did not cover during his internship and also explore those areas which remain unexplored. As a Company Secretary, he was not only able to perform Secretarial Activities of the Department but also independently conducted Board Meeting and Preparation of Minutes and other important task assigned by the Board of Directors of the Company. He has got good communication and drafting skills and also good understanding of Companies Act 2013, and other ancillary Acts which are relevant for good governance of a Corporate. During his tenure apart from Secretarial work and he had the opportunity of handling SEBI Listing Regulations, 2015 assignments.

**Background and Education**

1. Associate Company Secretary (ICSI)
2. Graduation – B.Com (H)
3. Higher Secondary – ISC (Delhi Board)
4. LLB – pursuing

**Career Experience**

1. Worked as Company Secretary of ABIRA NIRMAN UDYOG LIMITED (Real Estate Company - KOLKATA) (From August 2015 - December 2017). Paid up Capital - RS. 150 CRORES.
2. PRACTISING as a Company Secretary (From January 2018 - July 2018).

**Secretarial functions undertaken are summarized as under**

- To ensure that business of the company is conducted in accordance with its objects as contained in its memorandum of association and articles of association and the provisions of the Companies Law.
- To ensure compliance of the provisions of Companies Law and rules made there-under and other statutes and bye-laws of the company.
- To prepare the agenda in consultation with the Chairman and the other documents for all the meetings of the board of directors, annual general meeting and extraordinary general meetings of the company.
- To arrange with and to call and hold meetings of the board and to prepare a correct record of proceedings.
- To prepare the Minutes of the Company according to Secretarial Standard I and II.
- To carry out all matters concerned with the allotment of shares, and issuance of share certificates including maintenance of statutory Share Register and conducting the appropriate activities connected with share transfers.
- To file various documents and forms related to appointment and resignation of KMP's, Directors, issuance of right shares, increase of Authorised Capital, appointment of Auditor and Resignation of Auditor, appointment of Internal Auditor, Secretarial Auditor and Vat Auditor and LLP forms to registrar of the Company
- To prepare and file for Annual Filling.

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- To maintain various Statutory Registers under the Companies Act 2013.
- To prepare, approve, sign and seal agreements leases, legal forms, and other official documents on the company's behalf, when authorised by the broad of the directors or the executive responsible.
- To advise, in conjunctions with the company's solicitors, the chief executive or other executive, in respect of the legal matters, as required.
- To execute and guide the Company on RERA Act 2016. To maintain Company records in IPRO Software.
- To execute and conduct Audit Committee and Nomination and Remuneration Committee meeting as per Companies Act 2013.
- Handling of various compliances as per the SEBI Listing Regulation 2015.

**Personal Details:**

<b>Father:</b>	Mr. Biplob Mozumder.
<b>Date of birth:</b>	16 <sup>th</sup> January, 1984.
<b>Gender:</b>	Female.
<b>Marital Status:</b>	Married Husband (Partho Banerjee)
<b>Languages Known:</b>	English, Bengali, and Hindi.
<b>Hobbies:</b>	Listening to Music and reading books.
<b>Nationality:</b>	Indian.
<b>Present Address:</b>	flat no, 204, 2 <sup>nd</sup> floor, Avgani Apartment, Gagan Paradise apartment road, Kodathi, Bangalore-560035



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CERTIFIED TRUE EXTRACTS FROM THE MINUTES OF THE MEETING OF BOARD OF DIRECTORS OF **MANIPAL FINANCE CORPORATION LTD.**, HELD ON 29/09/2018 AT MANIPAL HOUSE, MANIPAL – 576 104.

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“...RESOLVED THAT in terms of Regulation 6 of SEBI (Listing Obligation and Disclosure requirements) Regulations, 2015 and Section 203 of the Companies Act, 2013 MRS. PAOULOMI MOZUMDER, ACS (Membership No. A39863) from Bangalore having experience in the field of capital market and corporate law, be and is hereby appointed as Company Secretary with effect from 1<sup>st</sup> October, 2018 to perform the duties of Company Secretary / Compliance Officer as may be required and/or any other duties assigned by the Board of Directors from time to time on the terms as set out here below:

Salary & other Allowances (per mensum):

Consolidated Salary of Rs.35,000/- p.m.

Perquisites, Benefits etc.:

- Gratuity on completion of 5 years of uninterrupted services in the Company at the rate of 15 days basic salary for every completed year of service subject to a maximum limit as provided in the Company Gratuity Fund rules from time to time.
- Leave as per leave rules of the Company.

Note: The perquisites shall be valued as per the Income Tax Act and at cost wherever Income Tax Act is not applicable.

FURTHER RESOVLED THAT Mr. T. Narayan M Pai [DIN 00101633] Managing Director of the Company be and is hereby authorised to sign and submit e-form MGT-14, DIR-12 or any other form/return which may be required with the MCA website, intimate her appointment to the Stock Exchanges and other concerned authorities and do all such acts, deeds and things as may be necessary to give effect to the above Resolution on behalf of the Company”.

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(T Narayan M Pai)  
Managing Director  
[DIN 00101633]

