

# SILKFLEX POLYMERS (INDIA) LIMITED

(Formerly known as Silkflex Polymers (India) Private Limited)

CIN : U51909WB2016PLC215739

**SILKFLEX®**

H.O. Address : Daga Complex, Sulati, Jaladhulagori, Sankrail, Howrah, WB 711302, INDIA.  
Mobile : +91 9674912615 • E-mail : info@silkflexindia.in • Web : www.silkflexindia.in

## NOTICE OF BOARD MEETING

**Date: 16-08-2024**

To,  
**The Board of Directors,**  
**Silkflex Polymers (India) Limited,**  
Daga Complex, Sulati Jaladhulagori,  
Sankrail, Howrah, West Bengal, India, 711302

### SUB: NOTICE OF 04/2024-25 MEETING OF THE BOARD OF DIRECTORS

Dear Directors,

NOTICE is hereby given that **04/2024-25** Meeting of Board of Directors of M/S SILKFLEX POLYMERS (INDIA) LIMITED (the Company) is proposed to be held as per the following:

**Day and Date: Saturday; 24th Day of August, 2024**

**Time: 11:00 A.M.**

**Venue: Daga Complex, Sulati Jaladhulagori, Sankrail, Howrah, West Bengal, India, 711302**

Agenda along with notes to agenda for the Board Meeting is attached herewith for your reference as **Annexure I**.

Each Director is requested to inform if they have any conflict of interest before participating in the aforesaid meeting and making decisions regarding the business of the Company.

Further, as per Companies (Meetings of Board and its Powers) Rules, 2014 issued by Ministry of Corporate Affairs read with Standard 1.2.3 of Secretarial Standard on Meetings of the Board of Directors ('SS-1') issued by Institute of Company Secretaries of India (ICSI), this is to inform that a Board member can attend the meeting through Video Conference. In case you desire to participate through such mode, please send a confirmation in this regard to Ms. Nikita Jaiswal, Company Secretary of the Company, email - cs@silkflexindia.in, within 2 days to enable making necessary arrangements.

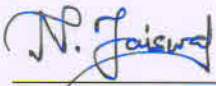
Further, if any director of the Company is unable to attend the ensuing Board meeting, he/she may inform the Board before the date of the meeting by sending the signed leave of absence application.

Kindly make it convenient to attend the Meeting.

With best regards,

Copy of Notice sent to:

For, **Silkflex Polymers (India) Limited**



**Nikita Jaiswal**

Company Secretary & Compliance Officer

1. Tushar Lalit Kumar Sanghavi	Managing Director
2. Urmi Raj Mehta	Chief Financial Officer
3. Rajendrakumar Mohanlal Shah	Director
4. Sugoto Ghosh	Director
5. Hardikkumar Dasharathbhai Patel	Director
6. Atanu Bhuniya	Director
7. M/s. M B Jajodia & Associates	Statutory Auditor

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**ANNEXURE I**

**AGENDA FOR THE 04/2024-25 MEETING OF BOARD OF DIRECTORS OF M/S SILKFLEX POLYMERS (INDIA) LIMITED TO BE HELD ON SATURDAY, 24TH DAY OF AUGUST, 2024 AT ITS REGISTERED OFFICE SITUATED AT DAGA COMPLEX, SULATI JALADHULAGORI, SANKRAIL, HOWRAH, WEST BENGAL, INDIA, 711302 AT 11:00 A.M**

Agenda Item No	Particulars	Purpose
1	To elect Chairman of the Meeting.	Approval
2	To take note of the Quorum of Meeting.	Noting
3	To grant leave of absence, if any.	Noting
4	To read Notice of the Meeting.	Read
5	To take note of the minutes of Board Meeting held on 5 <sup>th</sup> July, 2024.	Noting
6	To take note on Share Transfer Register or RTA of the Company.	Noting
7	To take note of Register of Contracts u/s 189.	Noting
8	To fix the date and time of 8th Annual General Meeting (AGM) of the Company.	Approval
9	Noting of AGM to be held through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM").	Noting
10	To fix the date of Closure of Register of Members and Share Transfer Books of Company for the purpose of AGM.	Approval
11	To fix the start date and end date of remote e-voting.	Approval
12	To approve the Notice of Eighth i.e., 8th Annual General Meeting of the Company.	Approval
13	To approve the Directors' Report for Financial Year 2023-24.	Approval
14	To approve the Annual Report for Financial Year 2023-24.	Approval
15	To appoint CS INSIYA NALAWALA, (ACS: 57573, CP: 22786), Practicing Company Secretary as Scrutinizer for the e-voting process during the 8th AGM of the Company.	Approval
16	To authorize Company Secretary for conducting the process of 8th AGM.	Approval
17	To authorize M/s. BIGSHARE SERVICES PVT LTD (Registrar & Transfer Agent) & National Securities Depository Limited (NSDL) for e-voting.	Approval
18	To authorize Managing Director to enter into Tri-partite Agreement with RTA & NSDL.	Approval
19	To discuss about the General Affairs of the Business of the Company.	Discussion
20	To discuss any other matter with the permission of the chair and with the majority of the Directors present.	Discussion
21	To take note of the date of next Board Meeting	Noting
22	Conclusion of the Meeting/ Vote of Thanks	Noting