

NEIL INDUSTRIES LIMITED

CIN: L51109WB1983PLC036091

R/O: 88B, (Ground Floor), Lake View Road, Kolkata-700029

Corporate Office: 14/113, Civil Lines, 402-403, Kan Chambers, Kanpur-208001

E Mail: neilil@rediffmail.com, neilindustrieslimited@gmail.com

Ph: Corp Office: 0512- 2303325 **WEB:** www.neil.co.in

NOTICE OF THE 4th BOARD MEETING OF THE COMPANY FOR THE FINANCIAL YEAR 2021-2022

Date: 05/08/2021

To,
The Board of Directors,

1. **Mr. Arvind Kumar Mittal** Add: 2A/220, Azad Nagar, Nawab Ganj, Kanpur-208002
2. **Mr. Vivek Awasthi**, Add: 128/348, K. Block, Kidwai Nagar, Kanpur-208011
3. **Mr. Rajesh Bajpai**, Add: R/33 Block No. 13 Ramasre Nagar, Govind Nagar, Kanpur-208006
4. **Mr. Archana Singh**, 16/19-C, Civil Lines Near Bandahan Guest House, Kanpur-208001
5. **Mr. Chandra Kant Dwivedi**, Add: 117/815-A, M Block, Kakadev, Kanpur-208001
6. **Mr. Pankaj Kumar Mittal**, Add: 113/93, Shree Dham Apartment, Swaroop Nagar, Kanpur-208002.

Dear Sirs/ Madam,

This is to inform you that the meeting of the Board of Directors of the Company will be held on Saturday, the 14th day of August, 2021 at 01:00 P.M. at the Corporate Office of the Company at 14/113, Civil Lines, 402-403, Kan Chambers, Kanpur-208001.

The agenda of the business to be transacted at the meeting is enclosed.

You are requested to make it convenient to attend the Meeting.

For **NEIL INDUSTRIES LIMITED**

SD/-

Amanpreet Kaur

(Company Secretary & Compliance Officer)

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AGENDA OF THE 4th MEETING OF THE BOARD OF DIRECTORS OF NEIL INDUSTRIES LIMITED FOR THE FINANCIAL YEAR 2021-2022 TO BE HELD ON SATURDAY, 14TH DAY OF AUGUST, 2021 AT 01:00 P.M. AT THE CORPORATE OFFICE OF THE COMPANY AT 14/113, CIVIL LINES, 402-403, KAN CHAMBERS, KANPUR-208001:

1. To Approve the Un-audited Financial Results of the Company for the quarter ended 30th June 2021.
2. To hold 38th Annual General Meeting (AGM) of the Company on Wednesday, September 29, 2021 at 11:00 A.M. (IST) through Video Conferencing or Other Audio Visual Means (VC/OAVM).
3. Notice of the Annual General Meeting of the Company along with the Director's Report for circulation to members.
4. To approve the book Closure dates for the purpose of AGM of the Company from September 22nd, 2021 to September 29, 2021 (both days inclusive).
5. To appoint Scrutinizer for the purpose of E-Voting and through Poll at the 38th Annual General Meeting of the Company to be held on September 29th, 2021 through Video Conferencing/Other Audio Visual Means (VC/OAVM).
6. To transact any other item with the permission of the chair.

Yours faithfully,

For **NEIL INDUSTRIES LIMITED**

SD/-

Amanpreet Kaur

(Company Secretary & Compliance Officer)

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NOTES TO AGENDA OF THE 4th MEETING OF THE BOARD OF DIRECTORS OF NEIL INDUSTRIES LIMITED FOR THE FINANCIAL YEAR 2021-2022 TO BE HELD ON SATURDAY, 14TH DAY OF AUGUST, 2021 AT 01:00 P.M. AT THE CORPORATE OFFICE OF THE COMPANY AT 14/113, CIVIL LINES, 402-403, KAN CHAMBERS, KANPUR-208001

AGENDA ITEM NO. 1:

Pursuant to Regulation 33 of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, every listed company is required to submit quarterly standalone financial results to the Stock Exchange within 45 days for the Audited Financial Results along with the Limited Review Report.

Therefore, the Board of Directors has to consider, finalize and adopt the Audited Financial Statements of the Company for the quarter/year ended June 30th, 2021.

Hence, the Directors are requested to attend the meeting and give their invaluable suggestions.

AGENDA TO ITEM 2 AND 3

The members of the Board be and are hereby informed that pursuant to the provisions of Section 96 of the Companies Act, 2013, Every Company is required to hold its Annual General Meeting within a period of Six months from the Closure of Financial year. Therefore, the draft of the Notice along with the Director's Report under Section 134(3) convening the Annual General Meeting will be placed for finalization and approval so that the same can be circulated to the members. Hence, the Board of Directors is requested to consider the matter with utmost diligence.

AGENDA TO ITEM 4

The Board for the Purpose of the ensuing Annual General Meeting of the Company has to approve the relevant dates related to E-Voting schedule, Cut-off (Record Date), Book Closure Dates. The board has to consider the dates for the above purpose in the ensuing Board meeting.

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AGENDA TO ITEM 5

Pursuant to the provisions of Section 108 of the Companies Act, 2013, the appointment of scrutinizer is mandatory for scrutinizing the E-Voting process as well as voting during the AGM and who in turn will be providing a report on the votes cast “in favor” or “against” the resolutions stated in the notice to the members for the Annual General Meeting. Therefore, the Board of Directors has to deliberate on the matter and appoint the Scrutinizer for the ensuing Annual General Meeting of the Company.

Hence, the Directors are requested to attend the meeting and give their invaluable suggestions and opinions so that the aforesaid transactions which are of a paramount importance can be completed properly, efficiently and with due diligence.

Yours faithfully,

For **NEIL INDUSTRIES LIMITED**

SD/-

Amanpreet Kaur

(Company Secretary & Compliance Officer)