



NISHA MUNKA

[COMPANY SECRETARY]

Date: 09-07-2022

To,

The Board of Directors
KHAITAN (INDIA) LTD.
46-C, J. L. Nehru road, Kolkata-700071

SUBJECT: RESIGNATION FROM THE POST OF SECRETARIAL AUDITOR OF THE COMPANY

Dear Sir/Madan,

We are tendering herewith my resignation as the secretarial auditor of the company with the immediate effect due to my preoccupation.

We hereby convey my no objection for the appointment of any other secretarial auditor of the company as a replacement to us.

Thank you for the support during my tenure. We wish the company all the best in its future endeavours.

Kindly acknowledge the receipt of the letter.

Yours faithfully,

For Nisha Munka
Practicing Company Secretary

Nisha Munka
Practicing Company Secretary

Nisha Munka
Cop No.-18201

Nisha Munka
COP: 18201
ACS: 49058

PLACE: Kolkata

Received on 09/07/2022





khaitan (India) Limited
CIN No. L10000WB1936PLC008775

Phone : (033) 4050 5000
Fax : (033) 2288 3961

Ref: KIL: SEC: 24:2022-23
Date: 22-07-2022

To,
CS MINU ROHILA
Practicing Company Secretary
Security House,
1st floor, Room No. 115,
23B, N.S. Road, Kolkata - 700001

Sub: Appointment of Secretarial Auditor of Khaitan (India) Ltd. for the F.Y. 2021-2022 and 2022-2023

Dear Madam,

We have received your proposal through email as secretarial auditor of the company for the F.Y. 2021-22. We are happy to inform you that the Board of Directors in its meeting held on 19-07-2022, had approved your appointment as Secretarial Auditors of the Company for the F.Y. 2021-2022 and 2022-2023 with agreed terms and conditions. We have also filed E-form MGT-14 to ROC regarding your appointment on 21-07-2022 vide SRN: F16268252. We attach herewith filed E-form MGT-14 along with a receipt copy for your ready reference.

You are requested to start Secretarial Audit as soon as possible.

Thanking You

Yours faithfully

For **KHAITAN (INDIA) LTD.**


Pradip Halder
(Company Secretary & Compliance Officer)

