

New Era Alkaloids & Exports Limited

Registered Office: 408, Wallfort Ozone, Fafadih, Raipur (Chhattisgarh) 492001
[CIN NO: L24100CT1994PLC008842]

1st August, 2022

NOTICE OF THE 2nd/2022-23 MEETING OF BOARD OF DIRECTORS

To
All the Directors,

NOTICE is hereby given that 2nd/2022-23 Meeting of Board of Directors for the F. Y. 2022-23 shall be held at 4.00 pm on Wednesday, the 10th August, 2022 at 408, Wallfort Ozone, Fafadih, Raipur (Chhattisgarh) 492001.

Agenda of the meeting is as under:

1. To grant leave of absence, if any.
2. To consider and approve minutes of the previous meeting of the Board of Directors.
3. To consider and take on records minutes of the Audit committee.
4. To take on records various quarterly compliances submitted under the various Regulations of the SEBI (LODR) Regulations, 2015.
5. To review, consider and approve the draft Un-audited Standalone Financial results of the Company for the Quarter and three months ended on 30th June, 2022.
6. To consider and take on records Limited Review Report issued by the Statutory Auditor on the Un-Audited Standalone Financial Results of the Company for the Quarter and three months ended on 30th June, 2022
7. To consider and approve draft Directors Report along with annexure for the Financial Year ended 31st March, 2022.
8. To consider re-appointment of Mr. Ravi Kamra (DIN:00745058) as a Director of the Company who retires by rotation at the ensuing Annual General Meeting and being eligible has offered himself for re-appointment.
9. To consider and appoint M/s. G Soni & Associates, Practicing Company Secretaries to obtain a certificate in Form MGT-8 for the Financial ended on 31st March, 2022
10. To consider and authorize M/s. G Soni & Associates, Practicing Company Secretaries to sign Annual return in Form MGT-7 of the company for the Financial Year ended on 31st March, 2022.
11. To consider convening of 28th Annual General Meeting of the Company through AOVm in line with the circular issued by the Ministry of Corporate Affairs ('MCA') vide its General Circular No(s).14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 5, 2020, 02/2021 dated January 13, 2021, 10/2021 dated June 23, 2021 and 20/2021 dated December 8, 2021 (collectively referred to as 'MCA Circulars') and Securities and Exchange Board of India ('SEBI') vide its Circular No. SEBI/HO/CFD/CMD1/ CIR/P/2020/79 dated May 12, 2020 read with Circular No. SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021 ('SEBI Circular') have permitted the holding of AGM/EGM by companies through VC / OAVM, without the physical presence of the Members at a common venue.
12. To consider and fix book closure date for register of members and share transfer book for the purpose of 28th Annual General Meeting.
13. To consider and fix the commencement of e-voting facility for the purpose of 28th Annual General Meeting.

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14. To consider and appoint M/s. G Soni and Associates to act as Scrutinizer for the purpose of e-voting and venue voting in respect of 28th Annual General Meeting of the Company.
15. Any other matter with the permission of Chair.

All the directors are requested to make it convenient to attend the meeting.

Notes:

- a. *In case you are unable to attend the meeting, you are requested to inform in advance by submitting "Leave of Absence".*
- b. *In case you wish to join the meeting through video conferencing; you are requested to inform in advance. So that a link can be provided to you for the same.*
- c. *In case there is any change in your interest, please submit "updated MBP-1" in terms of the provisions of Companies Act, 2013.*

BY THE ORDER OF THE BOARD,

Khushboo



(Khushboo Rathi)
Company Secretary and Compliance Officer
M.No:A66878