SATI POLY PLAST LIMITED
(Formerly Known as Sati Poly Plast Private Limited)
CIN: U82920BR1999PLC008904
Registered office: D.N. SINGH ROAD, Holding No.2, Jain Mandir Road,
Marwari Tola Lane, Bhagalpur-812002(Bihar)
Corporate Office: C-44, Phase II, Distt. Gautam Budh Nagar, Noida-201305 (U.P)
E-mail ID: satipolyplast1@gmail.com **Website**: www.satipolyplast.in **Contact No.:**9811511189

Notice of Board Meeting

Notice is hereby given that 1st meeting of the Board of Directors of Sati Poly Plast Limited for F.Y. 2025-26 will be held on Wednesday, the 14th day of May, 2025 at 12:30 P.M. through audio/video means link of which will be provided through mail.

The Agenda of the business to be transacted at the meeting is enclosed herewith. You are requested to make it convenient to attend the meeting.

For Sati Poly Plast Limited

AKANKSHA JAIN Digitally signed by AKANKSHA JAIN
Date: 2025.05.07 15:56:06 +05'30'

Akanksha Jain
(Company Secretary)

Date: 07.05.2025
Place: Noida

SATI POLY PLAST LIMITED
BOARD MEETING AGENDA

Meeting Date	:	14th May, 2025
Location	:	Through Video Conferencing
Commencement Time	:	12:30 P.M
Attendees	:	Board Members: 1. Mr. Balmukund Jhunjhunwala (Managing Director) 2. Mr. Aditya Jhunjhunwala (CEO & Director) 3. Mr. Keshav Jhunjhunwala (Director) 4. Ms. Gunjan Agarwal (Independent Director) 5. Mr. Abhishek Sehgal (Independent Director) 6. Ms. Akanksha Jain (Company Secretary) 7. Ms. Aanchal Choudhary (CFO)

AGENDA ITEMS		
Particulars	**Annexure**	**Page No**
I. Meeting Opening		
1) To appoint Chairman of the meeting; Shri Balmukund Jhunjhunwala, Chairman of the Company shall take the chair and shall be welcomed by the members of the Board. Chairman will confirm the presence of quorum of the meeting. **2) To grant leave of absence, if any;** Leave of absence may be granted to those Directors who are not present in the meeting **3) Confirmation of Quorum** Quorum shall be confirmed at the board meeting. **4) To take note of the minutes of the Previous Meeting of the Board and confirmation regarding the same.** Minutes of previous board meeting for the year 2024-25 held on 31st January, 2025 which was circulated amongst the director of the company and shall be placed in the meeting for confirmation and signatures by the chairman of the meeting.		
II. Operational Matters		

AGENDA ITEMS		
Particulars	**Annexure**	**Page No**
5) To discuss and review the business activities of the Company: The Chairman will discuss the business activities of the Company with the Board after the fire incident took place.		
6) To change the corporate office of the Company The Chairman shall discuss with the Board regarding change of corporate office with effect from 14.05.2025 from C-44, Sector 80, Gautam Budh Nagar, Noida to Unit IS 1801, Urbtech Trade Centre, Noida- 201305 wherein the books of account and record shall be maintained.		
7) Appointment of Secretarial Auditor The Chairman shall discuss with the Board regarding appointment of secretarial auditor for conducting the secretarial audit of the Company for the F.Y. 2024-25. In this regard, **Dhirendra Tripathi & Associates**, Company Secretaries, bearing COP No. 24927 and having office at Office No. 502, Laxmi Tower, Azadpur Commercial complex, Behind Akash Cinema, Delhi-110033 shall be appointed subject to the approval of Board.		
8) Take note of late submission of Reconciliation of Share Audit Report for the quarter ended 31st December, 2024 Chairman shall discuss with the Board regarding late submission of Reconciliation of Share Audit Report for the quarter ended 31st December, 2024.		
9) To take note of disclosure of interest in form MBP-1 by the Directors of the Company Disclosure of interest by all the directors of the Company shall be taken in form MBP-1.		
III. Matters to be discussed with permission 9) To discuss any other item with permission of the Chair, excepting those requiring proper notice.		
IV. Meeting Conclusion 9) Meeting close.		

For Sati Poly Plast Limited

AKANKSHA JAIN Digitally signed by AKANKSHA JAIN
Date: 2025.05.07 15:55:24 +05'30'

Akanksha Jain
(Company Secretary)

Date: 07.05.2025
Place: Noida