

**NOTICE OF 04<sup>th</sup> / 2023-24 BOARD MEETING**

To,  
The Director.

Dear Sir,

Notice is hereby given for 04<sup>th</sup> / 2023-24 Board Meeting of the Sarthak Metals Limited to be held on Tuesday, 07<sup>th</sup> of November, 2023, at 11:30 A.M. at the Registered Office of the Company at B.B.C. Colony, Khursipar, G. E. Road, Bhilai, Chhattisgarh - 490011 to discuss and approve the Un-Audited Financial Results for the Quarter and Half Year ended 30<sup>th</sup> September, 2023.

Kindly make it convenient to attend the Meeting

Yours' Faithfully,  
**For, Sarthak Metals Limited**

Pratik Jain  
Company Secretary and Compliance Officer  
[cs@sarthakmetals.com](mailto:cs@sarthakmetals.com)  
+91-7974522730

Date : 28<sup>th</sup> October, 2023  
Place : Bhilai, Chhattisgarh

**Agenda for the 04<sup>th</sup> / 2023-24 Meeting of the Board of Directors of the Sarthak Metals Limited, to be held on Tuesday, 07<sup>th</sup> of November, 2023, at 11:30 A.M. at the B.B.C. Colony, Khursipar, G. E. Road, Bhilai, Chhattisgarh- 490011.**

S. No.	Particulars
1.	To take the Chair and opening remarks.
2.	To grant leave of absence to the directors who have requested for the same.
3.	To approve, confirm and sign the minutes of the last meeting of the Board of Directors held on 11 <sup>th</sup> August, 2023.
4.	To take note of Minutes of the previous Committee Meetings held on 11 <sup>th</sup> August, 2023.
5.	To take note of entries in the Register under section 189 of the Companies Act, 2013.
6.	To read and take note of the disclosure of interest received from the Directors.
7.	To take note of Corporate Governance Report filed with stock exchanges for the quarter ended 30 <sup>th</sup> September, 2023.
8.	To record and consider the status of Investor Complaints.
9.	To take note of Shareholding Pattern filed with the exchanges for the quarter ended 30 <sup>th</sup> September, 2023.
10.	To take note of Share Capital Reconciliation Certificate for the quarter ended 30 <sup>th</sup> September, 2023.
11.	To take note of Compliances under laws such as LODR, Companies Act etc. that are applicable to the Company.
12.	To take note of Internal Auditor Report for the quarter ended 30 <sup>th</sup> September, 2023.
13.	To consider, approve and take on record Unaudited Financial Results for the quarter and half year ended 30 <sup>th</sup> September, 2023 pursuant to Regulation 33 of SEBI (Listing Obligation and Disclosure Requirement) Regulations.
14.	To review the details of related party transactions of the Company.
15.	To review, note and sign Cost Audit Report for the Financial Year 2022-23.
16.	Any other Business with the permission of the Chair.

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**Notes on Agenda for the 04<sup>th</sup> / 2023-24 Meeting of the Board of Directors of the Sarthak Metals Limited, to be held on Tuesday, 07<sup>th</sup> of November, 2023, at 11:30 A.M. at the B.B.C. Colony, Khursipar, G. E. Road, Bhilai, Chhattisgarh – 490011.**

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**Agenda No. 1 To take the Chair and opening remarks:**

The Chairman of the Board shall take the Chair. In his absence, any one of the directors shall be elected Chairman of the meeting. After taking chair, an opening remark from the chairman.

**Agenda No. 2 To grant leave of absence to the directors who have requested for the same:**

Leave of absence will be granted to those Directors who have expressed their inability to attend the Board meeting.

**Agenda No. 3 To approve, confirm and sign the minutes of the last meeting of the Board of Directors held on 11<sup>th</sup> August, 2023:**

The Minutes of the last Board Meeting held on 11<sup>th</sup> August, 2023, a copy of which was circulated amongst the directors of the company, are submitted herewith for confirmation and signatures by the Chairman of the meeting.

**Agenda No. 4 To take note of Minutes of the previous Committee Meeting held on 11<sup>th</sup> August, 2023:**

The minutes of meeting of committees held on 11<sup>th</sup> August, 2023 will be circulated amongst the members of the Board for their noting and consideration.

**Agenda No. 5 To take note of entries in the Register under section 189 of the Companies Act, 2013:**

There are no entries in the register maintained under Section 189 of the Companies Act, 2013 as the transactions are at arm's length and in ordinary course of business.

**Agenda No. 6 To read and take note of the disclosure of interest received from the Directors:**

The members of the Board will disclose their interest and changes therein, if any, as required under Section 184 of the Companies Act, 2013 and the rules made thereunder.

**Agenda No. 7 To take note of Corporate Governance Report filed with stock exchanges for the quarter ended 30<sup>th</sup> September, 2023:**

Corporate Governance Report for the quarter ended 30<sup>th</sup> September, 2023 will be tabled before the Board for their perusal and noting.

**Agenda No. 8 To record and consider the status of Investor Complaints:**

The LODR, Regulations, 2015 requires the noting of status of investor complaints every quarter. The Company during the quarter has not received any investor complaints between the quarter of 01<sup>st</sup> July, 2023 and 30<sup>th</sup> September, 2023.

**Agenda No. 9 To take note of Shareholding Pattern filed with the exchanges for the quarter ended 30<sup>th</sup> September, 2023:**

As per Regulation 31 of the SEBI (LODR), 2015 every listed Company is required to file the Shareholding Pattern with the exchanges, the same will be tabled before the Board for their noting.

**Agenda No. 10 To take note of Share Capital Reconciliation Certificate for the quarter ended 30<sup>th</sup> September, 2023:**

As per Regulation 76 of SEBI (Depositories and Participant) Regulations, 2018, M/s Nilesh A. Pradhan and Co. LLP, prepares the reconciliation report of share capital and the same report is submitted to the Stock Exchanges, which is to be noted by the Board at their meeting.

**Agenda No. 11 To take note of Compliances under various laws that are applicable to the Company including LODR, Companies Act etc.:**

The Company Secretary will brief the Board on the compliances under various laws including LODR, Companies Act, 2013 etc., of the Company since the last meeting.

**Agenda No. 12 To take note of Internal Auditor Report for the quarter ended 30<sup>th</sup> September, 2023:**

Mr. Pratik Jain, Company Secretary and Compliance Officer of the Company will circulate the Internal Auditors Report for the quarter and half year ended 30<sup>th</sup> September, 2023 amongst the members of the Board.

**Agenda No. 13 To consider, approve and take on record Unaudited Financial Results for the quarter and half year ended 30<sup>th</sup> September, 2023 pursuant to Regulation 33 of SEBI (Listing Obligation and Disclosure Requirement) Regulations:**

**Draft Resolution No. 01**

**“RESOLVED THAT,** Unaudited Financial Statements/ Financial Results for the quarter and half year ended 30<sup>th</sup> September, 2023, along with Limited Review Report are hereby confirmed and approved;

**RESOLVED FURTHER THAT,** Mr. Anoop Kumar Bansal, Managing Director and Mr. Mayur Bhatt (Whole-time Director), are authorized to sign the financial statements/Financial Results on behalf of the Board;

**RESOLVED FURTHER THAT,** pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the un-audited results for the quarter and half year 30<sup>th</sup> September, 2023, and the Limited Review Report thereon, as placed before the meeting be and is hereby approved and taken on record;

**RESOLVED FURTHER THAT,** the extract of Unaudited Financial Results of the Company for quarter and half year ended 30<sup>th</sup> September, 2023, be published in the prescribed format in the following newspapers:

- i) The Economic Times, All India Edition or Financial Express and
- ii) Shram Bindu, Chhattisgarh Edition.”

**Agenda No. 14 To review the details of related party transactions of the Company:**

Related Party Transactions entered into by the Company with its related party will be reviewed by the Board with respect to the limits fixed by the Audit Committee at the time of omnibus approval.

**Agenda No. 15 To review, note and sign Cost Audit Report for the Financial Year 2022-23:**

Mr. Pratik Jain, Company Secretary and Compliance Officer of the Company will place before the Board the Cost Audit Report for the Financial Year 2023 received from the Cost Auditors of the Company for the noting and signing by and behalf of the Board.