

NOTICE OF (05/2019) BOARD MEETING

Date: 13-12-2019

**To,
The Board of Directors
DHANLAXMI COTEX LIMITED**

Ref: BSE Scrip Code: 512485
Sub: Notice of Calling Board Meeting

Dear Sir,

In terms of **Regulation 29** of Securities & Exchange Board of India (Listing Obligations and Disclosures) Regulations, 2015, this is to inform that the Meeting of the Board of Directors of **M/s. Dhanlaxmi Cotex Limited** will be held on **21st December, 2019** on **Saturday** at the registered office of the Company at 285, Chatrabhuj Jivandas House, 2nd Floor, Princess Street, Mumbai - Maharashtra - 400002 at **11.00 a.m.** to consider and approve the following:

Item No.	Agenda Item	Page No.	
		From	To
1	<ul style="list-style-type: none">❖ Appointment of Chairman❖ Ascertain of Quorum❖ To Grant Leave Of Absence, If Any	3	3
2	To take on record Minutes of the Previous Board and Committee Meetings held along with Statutory Registers.	4	4
3	To note the resignation received from Ms. Konika Nirmal Shah from the post of Company Secretary of the Company from 28 th November, 2019	5	5
4	Other Business with permission of chair	6	6
	Further, pursuant to the provisions of Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 and as per the terms of "Code of Conduct for Prevention of Insider Trading" of the Company, the Trading Window shall remain closed from 14th December, 2019 to 23rd December, 2019 (both days inclusive) for Directors and Designated Employees as defined in the Code.		

NOTICE OF (05/2019) BOARD MEETING

You are requested to make it Convenient to attend the meeting.

Kindly acknowledge the Receipt.

Thanking You
Yours Faithfully

For Dhanlaxmi Cotex Limited

**Sd/-
Mahesh Jhavar
(Chairman)**

Place: Mumbai

Encl: Agenda Notes

Agenda Notes for 05/2019 Board Meeting

ITEM NO. 1

- ❖ APPOINTMENT OF CHAIRMAN
- ❖ ASCERTAIN OF QUORUM
- ❖ TO GRANT LEAVE OF ABSENCE, IF ANY

SUBMITTED FOR THE NOTING OF THE BOARD

Agenda Notes for 05/2019 Board Meeting

ITEM NO. 2

TO TAKE NOTE OF MINUTES LAST MEETING HELD ON 14TH NOVEMBER, 2019.

The Board members are requested to confirm, approve minutes of the last Board Meeting held on 14th November, 2019.

SUBMITTED FOR THE NOTING OF THE BOARD

Agenda Notes for 05/2019 Board Meeting

ITEM NO. 3

To note the resignation received from Ms. Konika Nirmal Shah from the post of Company Secretary of the Company from 28th November, 2019.

Ms. Konika Nirmal Shah, Company Secretary of the Company has resigned with the resignation letter dated 28th November, 2019 from the post of Company Secretary of the Company with effect from 28th November, 2019

The Board may take note on the resignation letter of Ms. Konika Nirmal Shah, Company Secretary.

The Board is requested to consider, and if thought fit, to pass the following resolution, with or without modification.

“RESOLVED THAT the Board do hereby accept the resignation of Ms. Konika Nirmal Shah as Company Secretary of the Company with effect from 28/11/2019.

RESOLVED FURTHER THAT to record the appreciation of Board for the services rendered by Ms. Konika Nirmal Shah during her tenure as Company Secretary of the Company

RESOLVED FURTHER that Mr. Mahesh Jhawar, Whole Time Director of the Company be and is hereby authorized to file e-form DIR-12 with the Registrar of Companies and to do all such acts, deeds and things as may be necessary to give effect to this resolution.”

SUBMITTED FOR THE NOTING OF THE BOARD

Agenda Notes for 05/2019 Board Meeting

ITEM NO. 4

ANY OTHER BUSINESS WITH THE PERMISSION OF CHAIRMAN, IF ANY