

KPIL / 2014 - 15 / 138

The Secretary
The Calcutta Stock Exchange Limited
7, Lyons Range
KOLKATA - 700 001



February 3, 2015

CSE Stock Code:- Physical - 21160 & Demat - 10021160
ISIN : INE264E01016

Dear Sir,

This is to inform you that a Meeting of Board of Directors of the Company will be held on Friday, the 13th February, 2015 at 3.30 p.m. at its registered office at C - 4, Gillander House, 8, Netaji Subhas Road, Kolkata - 700 001 to transact the following business:

1. To confirm the minutes of the last Board Meeting held on Friday, the 14th November, 2014.
2. To grant leave of absence to Directors unable to attend the meeting.
3. To confirm the minutes of the Audit Committee.
4. To confirm the minutes of the Stakeholders Relationship Committee.
5. To take on record the Resolution passed through Circulation on 8th December, 2014.
6. To consider and approve unaudited Financial Statements of the Company for the quarter / nine months ended on 31st December, 2014 and Limited Review Report thereon as may be submitted by the Auditors of the Company.
7. To place on record the Disclosure of Interest submitted by the Director Sri Anand Vardhan Kothari.
8. To constitute Independent Director Committee and approve lead Independent Director.
9. To appoint Secretarial Auditor for the year 2014 - 2015.
10. To consider and approve Nomination and Remuneration Policy.

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KOTHARI PHYTOCHEMICALS & INDUSTRIES LTD.

CIN : L15491WB1897PLC001365

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REGD. OFFICE :
C-4, GILLANDER HOUSE
8, NETAJI SUBHAS ROAD
KOLKATA-700 001
INDIA

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11. To consider and approve Training Policy of the Directors of the Company.
12. To consider and approve Materiality of Event Policy.
13. To constitute Risk Management Policy.
14. To consider and approve Related Party Transactions, if any.
15. To appoint Internal Auditor for the Financial Year 2015 – 2016.
16. To fix the remuneration of Statutory Auditors and Branch Auditors for the Financial Year 2014 – 2015.
17. To review the financial position and general affairs and to take any other matter as may be brought before the meeting with the permission of the Chair.

Thanking you,

Yours faithfully,

For **KOTHARI PHYTOCHEMICALS & INDUSTRIES LTD.**

DIRECTOR / SECRETARY

S.S. Kedia