



**EASTERN LOGICA INFOWAY LTD.**

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CIN:U30007WB1995PLC073218

Date :22/05/2023

To The Board of Directors  
**EASTERN LOGICA INFOWAY LIMITED**  
2 Saklat Place 1st Floor  
Kolkata WB 700072

Sub: Notice of 1<sup>st</sup> Meeting (F.Y. 2023-24) of the Board of Directors.

Dear Board of Directors,

NOTICE is hereby given that 1<sup>st</sup> Meeting of Board of Directors of **EASTERN LOGICA INFOWAY LIMITED** for the financial year 2023-24 is proposed to be held as per the following:

Day and Date: Tuesday 30th May, 2023

Time: 6.00 PM

Venue: 2 Saklat Place 1st Floor Kolkata WB 700072.

Agenda for the Meeting is attached herewith for your reference as Annexure I.

If any director of the Company is unable to attend the ensuing meeting, he/she may inform the Company Secretary before the date of the meeting by sending the signed leave of absence application.

Kindly make it convenient to attend the Meeting.

With best regards

For **EASTERN LOGICA INFOWAY LIMITED**

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Priyanka Baid  
Company Secretary  
Mem No: A37950

Date: 22<sup>nd</sup> May, 2023

Annexure -1

**AGENDA**

Agenda is hereby given that the meeting of the Board of Directors will be held on Tuesday, 30<sup>th</sup> of May, 2023 at its Registered Office 2 Saklat Place, 1<sup>st</sup> Floor Kolkata-700 072 at 06:00 p.m. Below is the agenda for your perusal:

S.N.	ITEMS OF BUSINESS FOR CONSIDERATION
1	To appoint the Chairman of the meeting.
2	To grant leave of absence, if any.
3	To confirm the quorum of the meeting.
4	To read and confirm the minutes of the previous meetings
5	To authorize Mr. Gaurav Goel and Mrs. Shweta Goel to sign and file all the e-forms and documents need to file with Ministry of Corporate Affairs.
6	To read and take a note of the disclosure of interest received from the Directors in the Form no. MBP - 1 pursuant to section 184 of the Companies Act, 2013.
7	To read and take a note of the declaration received from the Directors pursuant to Section 164(2) and Rule 14(1) of Companies (Appointment And Qualification Of Directors) Rules, 2014.
8	To take on record the declarations from directors u/s 164 of the companies act, 2013
9	To authorize an officer of the company to sign as per section 21 of companies act 2013
10	To take note of the duties of directors u/s 166 of companies act 2013.
11	To authorize Mr. Gaurav Goel & Mrs. Shweta Goel to keep safe custody of form MBP -1
12	To authorize Mr. Gaurav Goel to keep in custody the statutory registers.
13	To consider approval of Financial Statement for the half year and year ended 31 <sup>st</sup> March, 2023.

14	To consider approval of Directors report as on 31 <sup>st</sup> March, 2023.
15	To approve the appointment of Secretarial Auditor for the financial year 31/03/2023.
16	To approve the appointment of Internal Auditor for the financial year 31/03/2023.
17	To consider any other business with the approval of the Chair.

For and on behalf of

**Eastern Logica Infoway Limited**



**Priyanka Baid**  
**Company Secretary & Compliance Officer**