



## ZEN TECHNOLOGIES LIMITED

Certified CMMI Dev/5, AS9100C, ISMS 27001, EMS 14001

**Regd. Office :** B-42, Industrial Estate, Sanathnagar

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Email: info@zentechnologies.com Website: www.zen.in

Corporate Identity Number : L72200TG1993PLC015939

Ref/Zen/SE/2017-18/24082017

Date: 24 August 2017

To  
BSE Limited  
Phiroze Jeejeebhoy Towers  
Dalal Street  
Mumbai- 400001

To  
National Stock Exchange of India Ltd.,  
Exchange Plaza, C-1, Block G,  
Bandra Kurla Complex,  
Bandra (E), Mumbai – 400 051

Dear Sir/Madam,

**Sub: Outcome of Board Meeting**

**Ref: Symbol/Security ID: ZENTEC; Security Code: 533339; Series: EQ**

The Board in its meeting held on 24 August 2017, inter-alia, considered and approved the following:

1. Approved resignation of Mr C Jagadish Reddy as Company Secretary of the Company, and
2. Appointed Mr M Satish Choudhury as Company Secretary and Compliance Officer of the Company with effect from 24 August 2017 (A brief profile is enclosed as *Annexure-I*)

The meeting commenced at 10.30 a.m. and ended at 1.30 p.m.

This is for your information and record.

Thanking you  
Yours sincerely  
For Zen Technologies Limited

*G Sankara Rao*

G Sankara Rao  
Chief Financial Officer



**Works :** Plot 36, Hardware Park, Near Shamshabad International Airport, Hyderabad - 501 510, Telangana, India



**CMMI DEV/5<sup>SM</sup>**  
Exp. 2018-11-26 / Appraisal #25686



**M SATISH CHOUDHURY**

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**Profile**

Mr Satish is a qualified Company Secretary and experienced in corporate secretarial and legal matters.

**Experience Summary**

Mr Satish has around 6 years of experience in corporate secretarial and legal matters which includes the following areas of work:

- Regular secretarial compliance as per the Companies Act, 1956 and 2013, maintenance of statutory records, filing of various periodical and event based forms, preparation of XBRL instant documents for filing annual accounts with ROC, etc.
- Preparation of agenda, convening board meetings and general meetings, passing of resolutions through postal ballot process, facilitating E-voting facility to shareholders, passing resolutions by circulation, recording minutes, etc.
- Preparation of Annual Report and printing, circulation, conducting of the AGM and related works.
- Complying with various clauses of Listing Regulations, resolving investor grievances, liaison with Stock Exchanges, Depositories, RTA, etc.
- Filing various disclosures and compliance reports under SEBI Takeover Code and Insider Trading Regulations, RBI & FEMA rules & regulations.
- Dividend related works, Share transfers, issue of duplicate share certificates, demat conversion of shares, works related to charge creation,
- Advising on and structuring of various corporate transactions.
- Drafting, vetting of MOUs, NDAs, confidentiality agreements, shareholders agreements, etc.

**Education Qualification**

- Qualified Company Secretary and Member of the Institute of Company Secretaries of India
- Law graduate from Osmania University, Hyderabad
- Science graduate from Sambalpur University, Sambalpur