

NOTICE OF BOARD MEETING

SERIAL NUMBER 001/FY2018-19

NOTICE is hereby given that the meeting of the Board of Directors of the Company will be held on Tuesday, the 29th May, 2018 at 10.30 a.m. at Shree Ganesh, Plot No. 31, Shivaji Housing Society, Behind ICC tower, Senapati Bapat Road, Pune – 411016, Maharashtra, India.

The Agenda of the business to be transacted at the Meeting is enclosed herewith for your kind perusal.

Kindly make it convenient to attend the Meeting either in person or through Video Conferencing. In case you wish to participate through video conferencing request you to kindly confirm the same at least 5 days in advance to Mr. Sameer Gujar.

Email ID: sameer.gujar@opalclocks.com

In the absence of any intimation it shall be assumed that you will be attending the meeting in person.

Yours faithfully

FOR OPAL LUXURY TIME PRODUCTS LIMITED

SD/-

SAMEER SUBHASH GUJAR

MANAGING DIRECTOR

DIN: 02291364

ADDRESS: D A/8,

Utopia, Wanawari,

Pune - 411040, Maharashtra, India

CONTACT NO: - +91 7875167260

DATE: - 16th May, 2018

PLACE: - Pune

OPAL LUXURY TIME PRODUCTS LIMITED
AGENDA OF THE BOARD MEETING TO BE HELD ON 29TH MAY, 2018
SERIAL NUMBER 001/FY2018-19

ITEM NO.	ITEMS FOR CONSIDERATION
ROUTINE BUSINESS ITEMS	
1.	To elect the Chairman for the Board Meeting;
2.	To grant leave of absence, if any;
3.	Noting of the previous Board Meetings Minutes;
4.	To place & take on record relevant extract from the Committee Meeting's Minutes;
ITEMS FOR INFORMATION AND NOTING PURPOSE	
5.	To introduce Mr. Shiv Nandan Sharma;
6.	To read and take note of the Disclosure of Interests in Form No. MBP – 1 submitted by the Directors to the Company pursuant to Section 184 of the Companies Act, 2013 (“Act”) read with Rule 9 of the Companies (Meetings of Board and its Powers) Rules, 2014;
7.	To take note of intimation received from Directors in Form No. DIR-8 pursuant to Section 164(2) of the Companies Act, 2013 (“Act”) and Rule 14(1) of Companies (Appointment and Qualification of Directors) Rules, 2014;
8.	To place quarterly as well as half-yearly compliance status report before the Board;
9.	To provide update on disclosures made under ‘Code of Internal Procedures and Conduct for Regulating, Monitoring and Reporting of Trading By Insiders’ adopted by the Company pursuant to Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015;
10.	To review documents / records destroyed by the Company pursuant to ‘Policy for Preservation of Documents’ adopted as per Regulation 9 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015

11.	To review information / events disclosed to Stock Exchange is in line with the policy for determination of materiality of information/events framed as per Regulation 30(4)(ii) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015;
12.	To take note of all appointments made, if any, at one level below Key Managerial Personnel (“ KMP ”) during the financial year;
13.	To take note of Declaration of Independence made by each Independent Director under Section 149(7) of the Companies Act, 2013;
MATTERS REQUIRING APPROVAL	
14.	To consider and approve entries made in the Register of Contracts with Related Party (Form MBP – 4) maintained by the Company pursuant to Section 189 of the Act and Rule 16 of the Companies (Meetings of Board and its Powers) Rules, 2014;
15.	To Review & Approve Draft Board’s Report For Financial Year 2017-18
16.	To take note of Draft Auditors Report of the Statutory Auditors for the year ended 31 st March, 2018;
17.	To consider & approve Audited Financial Results(Standalone & Consolidated) of the Company for the year ended 31 st March, 2018;
18.	To authorise anyone Director of the Company to submit audited financial results for the year ended March 31, 2018 with the Stock Exchange;
19.	To consider & authorize appointment of the Tax Auditors of the Company for FY 2017-18;
20.	To consider & approve appointment of Internal Auditors of the Company pursuant to Section 138 of the Companies Act, 2013 for FY 2018-19;
21.	To consider & make appointment of Secretarial Auditor of the Company pursuant to Section 204 of the Companies Act, 2013 for FY 2018-19;
22.	To ascertain the directors liable to retire by rotation pursuant to Section 152(6) of the Companies Act, 2013;
23.	To review & approve draft copy of Notice calling Annual General Meeting;

24.	To consider and approve the alteration of Articles of Association of the Company pursuant to the section 14 of the Companies Act, 2013;
25.	To consider any other business, if any.

FOR OPAL LUXURY TIME PRODUCTS LIMITED

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SAMEER SUBHASH GUJAR

MANAGING DIRECTOR

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