

To,

All the Directors

1. Mr. Anand Rajagopal – Chairman & Managing Director
2. Ms. Santhi Karthikeyan – Whole-Time Director
3. Ms. Gowri Ramachandran – Director
4. Mr. R. Vinu – Director
5. Mr. Anantha Seshan Narayanan - Director

Dear All,

NOTICE FOR A MEETING OF THE BOARD OF DIRECTORS
(Board Meeting Notice No 4.: 2025-2026)

In accordance with the Section 173(3) of the Companies Act, 2013, Shorter Notice is hereby given that a meeting of Board of Directors of M/s. SAMAY PROJECT SERVICES LIMITED shall be held on Thursday, the 16th October 2025 at 3.15 p.m. at the Registered Office of the Company at Plot No. 1218, 17th Street, West End Colony, Mogappair, Chennai – 600 050 to consider the matters set forth in the agenda as listed below:

ITEM NO. 1:	ELECTION OF CHAIRMAN
ITEM NO. 2:	LEAVE OF ABSENCE
ITEM NO. 3:	CONFIRMATION OF MINUTES OF THE PREVIOUS BOARD MEETING HELD ON 23 RD JULY 2025.
ITEM NO. 4:	RECORDING OF CIRCULAR RESOLUTIONS PASSED ON 29 TH SEPTEMBER 2025.
ITEM NO. 5:	APPROVAL TO INCORPORATE A WHOLLY OWNED SUBSIDIARY COMPANY FOR THE PURPOSE OF BUSINESS
ITEM NO. 6:	RECORDING OF DOCUMENTS FILED WITH STOCK EXCHANGES FOR THE QUARTER ENDED 30 TH SEPTEMBER 2025.
ITEM NO. 7:	PERFORMANCE REVIEW OF THE COMPANY.
ITEM NO. 8:	ANY OTHER BUSINESS

Please make it convenient to attend.

Place: Chennai
Date: 14.10.2025




SANTHI KARTHIKEYAN
DIRECTOR
DIN: 01162199

NOTES TO AGENDA**ITEM NO. 4- RECORDING OF CIRCULAR RESOLUTION PASSED ON 29TH SEPTEMBER 2025.****Authorisation to Avail Services of NSDL**

In order to Avail NSDL services, the Company has to get it registered with NSDL Portal authorizing signatories to avail them. The Board passed the following resolution unanimously:

“RESOLVED that the Samay Project Services Limited (“Company”) do request for registration on Issuer Services Portal of NSDL and avail all/any of the services provided by NSDL through Issuer Services Portal.

RESOLVED FURTHER that the following official(s) be hereby authorized severally to avail on behalf of the Company, any / all the services offered by NSDL through the issuer services portal and do all such acts and deeds necessary, so as to bind the company in relation to such facilities and to accept, sign, execute, deliver and complete all documentation or agreements or forms as are necessary for availing such services.

<i>Sr. No.</i>	<i>Name of Authorised Signatory</i>	<i>Designation</i>	<i>Specimen Signature</i>
1.	ANAND RAJAGOPAL	MANAGING DIRECTOR	
2.	SANTHI KARTHIKEYAN	WHOLE-TIME DIRECTOR	
3.	RAMAA KRISHNAKUMAR	COMPANY SECRETARY	

Mode of operation (Please tick any one)

<input checked="" type="checkbox"/> Singly	<input type="checkbox"/> Jointly by any two	<input type="checkbox"/> Severally
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RESOLVED FURTHER that the aforesaid authorised officials may designate/ authorise/ appoint person(s) as authorised users to access the Issuer Services Portal of NSDL and to provide any details, information, document, and submit any request / instructions on Issuer Services Portal on behalf of the company.

RESOLVED FURTHER that the Company acknowledges and agrees that the users as designated/ authorized/appointed by authorized signatories has been authorized to access the Issuer Services Portal of NSDL and provide any details, information, document, and submit any request / instructions on Issuer Services Portal on behalf of the company, keeping in view the risks



absolved, indemnified, harmless and protected from any liabilities whatsoever and howsoever that may arise out of any misuse or compromise of these rights/passwords by the authorized user.

RESOLVED FURTHER that the Company undertakes to be bound by the Terms & Conditions of Issuer Services Portal, Bye Laws and Business Rules of NSDL as amended from time to time.

RESOLVED FURTHER that this resolution shall remain in force till the date the Company submits a fresh resolution in writing superseding this Resolution to the NSDL and the same is accepted by the NSDL. It is understood that all actions and transactions done by the Authorized Signatories mentioned herein shall continue to be valid till the date the revised Resolution is submitted by the Company and is accepted by the NSDL after completing all formalities, as the NSDL may require from time to time.

RESOLVED FURTHER that a copy of the above-board Resolution certified by the Managing Director/Company Secretary be submitted to the NSDL.

ITEM NO: 5

Approval to Incorporate a Wholly owned Subsidiary Company for Business Purposes:

“RESOLVED THAT pursuant to the provisions of Sections 2(87), 3(1)(iii), 179(3)(d), 186 and other applicable provisions, if any, of the Companies Act, 2013 and the rules made thereunder, and subject to the approval of such authorities as may be required, consent of the Board be and is hereby accorded to incorporate a Wholly Owned Subsidiary Company in the name and style of ‘Samay BioCNG Chittoor Private Limited’ for the purpose of undertaking the business of Bio-CNG and related by-products, and to do all such acts, deeds and things incidental or ancillary thereto.

RESOLVED FURTHER THAT the proposed subsidiary company shall be incorporated with an authorized share capital of ₹10.00 Crores and paid-up share capital of ₹3.50 crores, wherein Samay Project Services Limited shall subscribe to 99.99% of the equity shares with one nominee shareholder, thereby making it a Wholly Owned Subsidiary.

RESOLVED FURTHER THAT Mr. Anand Rajagopal, Managing Director of the Holding Company, be and are hereby severally authorized to do all such acts, deeds, matters, and things as may be deemed necessary or expedient for giving effect to this resolution.”

RESOLVED FURTHER THAT a certified true copy of this resolution be provided to any authority, as and when required, under the signature of any Director or Company Secretary of the Company.”

