

SHRADHA INFRAPROJECTS (NAGPUR) LIMITED

CIN - U45200MH1997PLC110971

Registered Office Address - Shradha House, Near Shri Mohini Complex, Kingsway,
Block No F/8, Nagpur 440001, Maharashtra, India

Email-id: investorinfo@shradhainfra.in, Phone No. 0712-6617181

Through Online Filing

SINL/CS/3

Tuesday, the 02nd January, 2018

To,
The Manager
Listing Department,
National Stock Exchange of India Limited
Exchange Plaza, Bandra Kurla Complex, Bandra (East),
Mumbai-400051, Maharashtra, India

Sub: Reply to Clarification sought

Reference: Symbol: SHRADHA (Series: SM)

ISIN No: INE 715 Y 01015

Dear Sir/Madam,

With reference to your clarification sought on the outcome of Board meeting held on 27th December, 2017, submitted by the Company vide its letter reference no. SINL/CS/2 dated 27th December, 2017, regarding the Brief profile (in case of appointment), we wish to update the brief profile of the Internal Auditors & Secretarial Auditors whose appointment is recommended at the Meeting of the Board of Directors of the Company.

Please find enclosed herewith the brief profile of :

- i) CS Riddhita Agrawal, Company Secretary in Practice, Mumbai (ICSI Membership No ACS - 34625 C. P. No. 12197) as Secretarial Auditors
- ii) CA Roopesh Chandak, Chartered Accountants in Practice, Nagpur (ICAI Membership No. 160397) as Internal Auditors

(appointees) marked as Annexure I and Annexure II respectively.

You are therefore, kindly requested to place the aforesaid information on records and do the needful. Meantime, kindly acknowledge the receipt.

Sincerely,

FOR SHRADHA INFRAPROJECTS (NAGPUR) LIMITED

Nisha

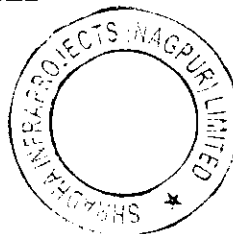
NISHA DWIVEDI

COMPANY SECRETARY

ICSI MEM. NO: ACS37739; IT PAN : AYUPD4606P

Address: B-26, WCL Colony Civil Lines

Nagpur 440001, Maharashtra, India



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ANNEXURE I

BRIEF PROFILE OF MS RIDDHITA AGRAWAL:

CS Riddhita Agrawal

CS Riddhita Agrawal is a Practicing Company Secretary (ICSI Membership No. A34625 and COP No.: 12917) having an experience of more than 4 years in the area of Company law and other allied corporate laws. She has a team of two qualified Company secretaries and other staff. Her area of practice are consultancy services in respect of provisions of various laws such as the Companies Act, 1956/ Companies Act, 2013, Foreign Exchange Management Act, 1999 and various rules and regulations and Exchange Board of India and the Stock Exchange.

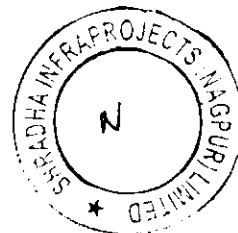
I. DATE OF APPOINTMENT / – Appointment - 27th December, 2017
CESSATION (AS
APPLICABLE)

II. TERMS OF APPOINTMENT – One (1) Year ie. for the financial year 2017-2018
ending 31st March, 2018;

III. AREA OF ACTIVITIES IN BRIEF:

I. COMPANY LAW AND SECRETARIAL MATTERS:

1. Advising on various matters relating to Company Law and other secretarial matters.
2. Assignments of Mergers and Amalgamation including approval of the stock exchange/SEBI/Competition Commission etc.
3. Acting as scrutinizer for postal ballot/e-voting/general meeting.
4. Certification of forms/returns/documents to be filed with ROC/Regional Director/Government of India.
5. Compliance of various provisions of Company Law.
6. Convening of Board Meeting and General Meeting and preparing the procedure before and after the meetings.
7. Due Diligence Reports required by Banks under RBI circular.
8. Formation of all types of companies under the companies Act, 2013
9. Looking after the requirements of maintaining Statutory Registers.
10. Liaisoning with the Registrar of Companies, Regional Director, Ministry of Corporate Affairs and Government of India.
11. Minutes of Board Meetings and General Meetings.
12. Notices of Board Meetings and General Meetings.



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13. Petitions / Applications to the Central Government / Regional Director and representing the client before the central Government / Regional Director.
14. Preparing of forms and returns to be filed with the Registrar of Companies and other concerned authorities.
15. Secretarial Audit of listed / unlisted Companies.
16. Striking off name of the Company.
17. Taking of retainer ships to look after all company law and Secretarial matters.

II. STOCK EXCHANGE REQUIREMENTS:

1. Advising on implementation of corporate Governance.
2. Issue of various certificates required under the listing agreement.
3. Compliance of requirements of the stock Exchange guidelines/listing agreement.
4. Liasoning with the Stock Exchange.

III. SEBI REGULATIONS:

1. ALL SEBI requirements that may be applicable to the company including SEBI (LODR) Regulations, Investor Protection Guidelines, Takeover Guidelines, preferential Issue Guidelines, Insider Trading Regulations, open offer procedure etc.
2. Liasoning with Securities & Exchange Board of India.

IV. FEMA REQUIREMENTS:

1. Services related to issue and transfer of Securities from/to Non-residents and other requirements under the Act.
2. Liasoning with the Reserve Bank of India.
3. FIPB approvals.

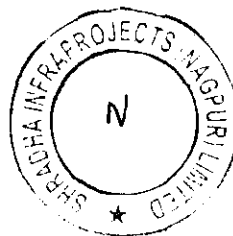
CONTACT DETAILS:

CS Riddhita Agrawal

Address: Venus Apartment,
L-702, Rail Vihar, Sector-4, Kahrghar,
Navi Mumbai – 410 210
Maharashtra, India

Contact: +91-9096962064

Email id: csriddhita17@gmail.com



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ANNEXURE II

BRIEF PROFILE OF MR. ROOPESHKUMAR CHANDAK:

CA ROOPESHKUMAR CHANDAK

CA Roopeshkumar Chandak is a Practicing Chartered Accountant having ICAI Membership No. 160397 having an experience of more than 8 years in the area of Internal audits for private limited companies, partnership firms, Proprietary concerns, Non-Profit making organizations, Income Tax Consultancy, Goods & Sales Tax and other allied taxation laws. He provides professional expertise & integrated range of Advisory, Assurance, Tax & Auditing Services to various Businesses. Corporates & Private Clients. His vast knowledge & expertise in various service areas enables him to achieve total customer satisfaction.

I. DATE OF APPOINTMENT / – Appointment - 27th December, 2017
CESSATION (AS APPLICABLE)

II. TERMS OF APPOINTMENT – One (1) Year ie. for the financial year 2017-2018
ending 31st March, 2018;

III. AREA OF ACTIVITIES IN BRIEF:

1. AUDIT & REVIEW

- Internal Audits
- Management Reviews

2. ADVISOR

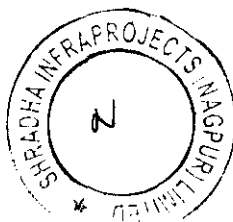
- Business Process redesign
- Cost Reviews
- Designing & structuring Financial & Management Systems

3. OUTSOURCING

- Maintenance of various books & records
- Payroll processing & related accounting
- Reconciliation of bank accounts, accounts payable/ receivables etc.

4. INDUSTRIES SERVED

- Construction & builders
- Traders & distributors



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- Service providers
- Educational Institutions

5. TAXATION

- Inbound & Outbound Investment – Entity Structuring, Jurisdiction Analysis, Entry Strategies etc
- Transfer Pricing – advises on appropriate Transfer Pricing Policy, regulatory compliances & assessments.
- Anti Dumping and allied areas.
- Compliances – Representation Services, Certification, Filing of returns.

CONTACT DETAILS:

CA Roopeshkumar Chandak

Address: 201, Ridhi Appartment,

Opposite Union Bank of India,

Near Telephone Exchange,

Queta Colony, Lakadganj, Nagpur

Contact: +91-9372433360

Email id: roopeshkumarchandak@gmail.com

