



QUALITY FOILS (INDIA) LIMITED

Formerly known as Quality Foils (India) Pvt. Ltd.
(An ISO 9001:2008 Certified Company)

3, Industrial Development Colony, Hisar-125 005, Haryana

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CIN: L27107HR1990PLC030929

NOTICE

NOTICE IS HEREBY GIVEN THAT THE SIXTH MEETING OF THE BOARD OF DIRECTORS FOR THE FINANCIAL YEAR 2023-24 OF QUALITY FOILS (INDIA) LIMITED IS SCHEDULED TO BE HELD ON TUESDAY, SEPTEMBER 12TH, 2023 AT 09:30 A.M. AT R-32, 1ST FLOOR, SOUTH EXTENSION PART-2, NEW DELHI-110049, TO TRANSACT THE FOLLOWING BUSINESSES:

Sr. No.	Items
1.	To grant leave of absence to the Director, if any.
2.	To confirm the Minutes of the previous Board Meeting held on 05.07.2023.
3.	To consider and approve the appointment of Mr. Mohan Lal (DIN: 10252864) as an Additional Director of the Company, subject to the approval of the shareholders in the ensuing Annual General Meeting.
4.	To consider and approve appointment of M/s Rajesh Garg & Co., Practicing Company Secretaries, as the Secretarial Auditor of the Company for the financial year 2023-24.
5.	To authorise Mr. Mohan Lal, to sign, execute and file all the necessary forms, returns, documents and correspondence with the Employees' Provident Fund Organisation (EPFO) matters and appoint as occupier.
6.	To approve the cost statement and other annexure to be annexed to the Cost Audit Report.
7.	To take note of the resignation of Mr. Yashvir Singh (DIN: 01166596) from the directorship of the Company with effect from 20 th July, 2023.
8.	To take note on submission of Statement of Investor Complaints for the quarter ended as on 30th June, 2023.
9.	To constitute a Sub- Committee of the Board
10.	Any other matter with the permission of the Chairman.

Directors unable to attend the meeting personally may participate in the meeting via video conference or other audio visual means as per the parameters prescribed under Rule 3 of the Companies (Meetings of Board and its Powers) Rules, 2014. Any director who is interested in participating in the board meeting via video conference or other audio visual means is requested to confirm in advance to the contact person mentioned below in order to enable the Company to make necessary arrangements for video conference or other audio visual means at the Board meeting. In absence of any confirmation, it shall be presumed that you will attend the meeting personally.



A Director participating in the board meeting through video conference or other audio visual means shall be counted for the purpose of quorum. Contact details for the same: 01662-220327, 28.

You are requested to make it convenient to attend the meeting.

For Quality Foils (India) Limited

Meenakshi


**Meenakshi
Company Secretary & Compliance Officer**

Dated: 04.09.2023

Place: Hisar

NOTES TO AGENDA FOR SIXTH BOARD MEETING TO BE HELD ON 12TH SEPTEMBER, 2023

ITEM NO. 1

TO GRANT LEAVE OF ABSENCE TO THE DIRECTOR, IF ANY:

Leave of absence may be granted to that member of the Board who conveys his/her inability to attend the meeting.

ITEM NO. 2

TO CONFIRM THE MINUTES OF THE PREVIOUS BOARD MEETING HELD ON 05.07.2023.

The minutes of the meeting of the Board held on 05.07.2023 shall be placed before the Board. Upon confirmation by the Board, the Chairman may sign the same.

ITEM NO. 3

TO CONSIDER AND APPROVE THE APPOINTMENT OF MR. MOHAN LAL (DIN: 10252864) AS AN ADDITIONAL DIRECTOR OF THE COMPANY, SUBJECT TO THE APPROVAL OF THE SHAREHOLDERS IN THE ENSUING ANNUAL GENERAL MEETING.

The Board is hereby informed that the company is appointing Mr. Mohan Lal (DIN: 10252864) as an Additional Director of the company as per the provisions of Section 152, 161 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Appointment and Qualification of Directors) Rules, 2014, as may be amended from time to time and on the recommendation of Nomination and remuneration committee of the board.

It is hereby requested the Board to kindly consider and approve his appointment, subject to approval of shareholders in ensuing Annual General Meeting.

ITEM NO. 4

TO CONSIDER AND APPROVE APPOINTMENT OF M/S RAJESH GARG & CO., PRACTISING COMPANY SECRETARIES, AS THE SECRETARIAL AUDITOR OF THE COMPANY FOR THE FINANCIAL YEAR 2023-24.

The board is hereby informed that the company is required to conduct a secretarial audit as per the provisions of the Companies Act, 2013, since it is a listed company on the stock exchange. The company needs to appoint a secretarial auditor who is a member of the Institute of Company Secretaries of India holding a certificate of practice. The audit committee has recommended the appointment of M/s Rajesh Garg & Co., Practising Company Secretaries, Hisar (FCS No. 5960) as the secretarial auditor for the financial year 2023-24.

The Board is requested to kindly consider the same and pass necessary resolutions.

ITEM NO. 5

TO AUTHORISE MR. MOHAN LAL, TO SIGN, EXECUTE AND FILE ALL THE NECESSARY FORMS, RETURNS, DOCUMENTS AND CORRESPONDENCE WITH THE EMPLOYEES' PROVIDENT FUND ORGANISATION (EPFO) MATTERS AND APPOINT AS OCCUPIER.

The Board is hereby informed that the company is required to authorize Mr. Mohan Lal to sign, execute and file all the necessary forms, returns, documents and correspondence with the Employees' Provident Fund Organization (EPFO) matters and appoint him as the occupier.



The Board is requested to kindly consider the same and pass necessary resolutions.

ITEM NO. 6

TO APPROVE THE COST STATEMENT AND OTHER ANNEXURES TO BE ANNEXED TO THE COST AUDIT REPORT.

The Board is hereby informed that the company is require to approve the cost statement and other annexure to be attached to cost audit report by the Cost Auditor as per the rules, including other statements, attachments, annexure for the products/services of the Company for the financial year ended on 31st March, 2023.

The Board is requested to kindly consider the same and pass necessary resolutions.

ITEM NO. 7

TO TAKE NOTE OF THE RESIGNATION OF MR. YASHVIR SINGH (DIN: 01166596) FROM THE DIRECTORSHIP OF THE COMPANY WITH EFFECT FROM 20TH JULY, 2023.

The Board is hereby informed that Mr. Yashvir Singh (DIN: 01166596) resigned as a director of the Company effective from 20th July, 2023. The Board is requested to take note of his resignation and appreciate his valuable contribution and services.

ITEM NO. 8

TO TAKE NOTE ON SUBMISSION OF STATEMENT OF INVESTOR COMPLAINTS FOR THE QUARTER ENDED AS ON 30TH JUNE, 2023.

The Board is kindly informed that in terms of Regulation 13(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, submission of the Statement of Investor Grievance Report for the quarter ended 30th June, 2023 is required. The Board is requested to kindly take this into their consideration.

ITEM NO. 9

TO CONSTITUTE A SUB-COMMITTEE OF THE BOARD

The Board is hereby informed that, in the interest of expediting and streamlining the company's daily operations, it is being proposed to establish a sub-committee of the Board. This sub-committee's primary purpose will be to offer assistance, enhance the efficiency and effectiveness of the Board's activities, and provide specialized attention in areas necessitating prompt and targeted actions.

The Board is hereby requested to take the matter into consideration and to establish this committee and appoint the requisite members to oversee, administer, and provide support to both Board members and committee members.

ITEM NO. 10

ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIRMAN

The Board may consider and decide on any other matter with the permission of the Chairman and with the consent of the majority of the Directors present in the meeting as may be deemed appropriate on account of business exigencies and requirement.

