



## NOTICE OF THE 3<sup>rd</sup> MEETING OF THE BOARD OF DIRECTORS

Notice is hereby given that the 3<sup>rd</sup> Meeting (03/2025-26) of the Board of Directors of M/s SBC Exports Limited will be held as per following details:-

Date & Day : 28<sup>th</sup> August, 2025 i.e. Thursday  
Time : 11:00 A.M.  
Place : 49/95 Site-IV Sahibabad Industrial Area,  
Ghaziabad Uttar Pradesh-201010.

The agenda and draft resolutions for the meeting are enclosed.

You are requested to make it convenient to attend the Board Meeting.

For and on behalf of  
SBC Exports Limited

For SBC Exports Limited

  
Company Secretary

Hariom Sharma  
(Company Secretary)

Date: 20.08.2025  
Place: Sahibabad  
Encl: Agenda

**CIN:** L18100UP2011PLC043209

**Corp. Office :** 49/95, Site-IV, Sahibabad Industrial Area, Ghaziabad, Uttar Pradesh - 201010

**Head Office :** 9, Lohiya Talab, Chhoti Basahi, P.O. Vindhyachal Mirzapur, Uttar Pradesh - 231307

**Tel. :** 0120-2895246, **Customer Care :** +8303-300-100, **E-mail :** info@sbcexportslimited.com, **Web. :** www.sbcexportslimited.com

**AGENDA FOR THE THIRD MEETING (03/2025-26) OF THE BOARD OF DIRECTORS OF THE COMPANY**

Day : **Thursday**

Date : **28.08.2025**

Time : **11:00 A.M.**

Venue : **49/95 Site-IV Sahibabad Industrial Area Ghaziabad Uttar Pradesh-201010.**

ITEM. NO.	PARTICULARS
1.	To elect the Chairman.
2.	To ascertain the quorum.
3.	To Grant Leave of Absence, if any.
4.	To took note of minutes of the previous Board Meeting.
5.	To consider and approve the Fixation of Day, Date, Time and Venue for the upcoming 14 <sup>th</sup> Annual General Meeting of the Company and Notice thereof.
6.	To consider and approve the Director's Report including Corporate Governance and Management Discussions and Analysis Report.
7.	To Authorize Director of the Company to sign Annual Return of the Company for the FY 2024-2025.
8.	To consider and approve the date for closure of Register of Members & Share Transfer Books for the purpose of Annual General Meeting.
9.	To consider the appointment of Mrs. Deepika Gupta as a whole time director.
10.	To consider the Alteration of The Memorandum of Association to Correct Typographical Error In Clause B, Paragraph 23.
11.	To consider the Alteration of Articles of Association.
12.	To Consider the appointment of Secretarial Auditor for the first term of 5 year.
13.	To Appoint Scrutinizer for E-voting process for the upcoming 14th Annual General Meeting of the Company.
14.	To take note of the CSR expenses for the financial year 2024-25.
15.	To consider the appointment of Cost Auditors.
16.	Any other item, with the permission of the Chair.

For and on behalf of

SBC Exports Limited

For SBC Exports Limited



Company Secretary

Hariom Sharma

(Company Secretary)

Date: 20.08.2025

Place: Sahibabad

**CIN: L18100UP2011PLC043209**

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**ITEM NO. 1: To elect the Chairman.**

Mr. Govindji Gupta, Chairperson of the company shall take the chair and shall be welcomed by the members of the Board.

**ITEM No. 2: To ascertain the quorum.**

Chairperson will confirm the presence of quorum of the meeting

**ITEM No. 3: To Grant Leave of Absence, if any.**

Leave of absence may be granted to those Directors who are not present in the meeting.

**ITEM NO. 4 To took note of minutes of the previous Board Meeting**

Minutes of the previous Meeting of Board of Directors will be considered for confirmation purpose.

**ITEM NO. 5: To consider and approve the Fixation of Day, Date, Time and Venue for the upcoming 14th Annual General Meeting of the Company and Notice thereof.**

The Chairperson shall place before the Board, proposal of the fixation of day, date, time and venue for the upcoming 14th annual general meeting of the company and notice thereof, for the approval.

**ITEM NO. 6 To consider and approve the Director's Report including Corporate Governance and Management Discussions and Analysis Report.**

The Chairperson shall consider and approve the Director's Report including corporate governance and management discussions and analysis report of the Company for the financial Year 2024-2025.

**ITEM NO. 7 To Authorize Director of the Company to sign Annual Return of the Company for the FY 2024-2025.**

The chairperson shall place before the board the annual return of the company for the FY 2024-25 and board will consider the same and authorise any director to sign the same.

**ITEM NO. 8: To consider and approve the date for closure of Register of Members & Share Transfer Books for the purpose of Annual General Meeting.**

The Chairperson shall place before the Board, to consider and approve the date for closure of register of members & share transfer books for the purpose of upcoming 14<sup>th</sup> annual general meeting of the Company, for the approval.

**ITEM NO. 9: To consider the appointment of Mrs. Deepika Gupta as a whole time director.**

The Chairperson shall place before the Board, the proposal of appointment of Mrs Deepika Gupta as the whole time director of the company the board will discussed the proposal and will give their assent or dissent on the same.

**ITEM NO. 10: To consider the Alteration of The Memorandum of Association to Correct Typographical Error In Clause B, Paragraph 23.**

The Chairperson shall place before the Board, the agenda of alteration of the Memorandum of Association to correct typographical error in clause B, under para 23 of the Memorandum of Association of the Company, the board will consider the same and will take appropriate decision, including obtaining shareholders' consent through a general meeting.

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**ITEM NO. 11: To consider the Alteration of Articles of Association**

The Chairperson shall place before the Board, the proposal for alteration of the Articles of Association of the Company by inserting the new sub clauses under Article 50, outlining the specific changes proposed, the rationale behind such changes, and seeking the Board's approval to proceed with the necessary steps, including obtaining shareholders' consent through a general meeting.

**ITEM NO. 12: To Consider the appointment of Secretarial Auditor for the first term of 5 year.**

The Chairperson shall place before the Board, the proposal for appointment of M/s Kumar Mandal and Associate as Secretarial Auditor of the Company for the first term of five years, pursuant to the provision of section 204 of the Companies Act, 2013 read with Rules made thereunder and Regulation 24 of SEBI (LODR) Regulation, 2015 and in compliance with SEBI Circular dated December 31, 2024, and seek the Board's approval.

**ITEM NO. 13: To Appoint Scrutinizer for E-voting process for the upcoming 14th Annual General Meeting of the Company.**

The Chairperson shall place before the Board the proposal to appoint M/s Kumar Mandal and Associate as a Scrutinizer for the e-voting process for the upcoming 14th Annual General Meeting of the Company and seek the Board's approval in this regard.

**ITEM NO. 14: To take note of the CSR expenses for the financial year 2024-25.**

The Chairperson shall place before the Board, the details of CSR expenses incurred during the financial year 2024-25 and place the same for the Board's noting.

**ITEM NO. 15: To consider the appointment of Cost Auditors.**

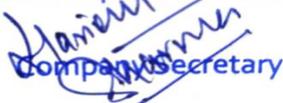
The Chairperson shall place before the Board the proposal for appointment of M/s Durga Prasad and Associates as Cost Auditors of the Company for the financial year 2025-26, along with their consent and eligibility, and seek the Board's approval.

**ITEM NO. 16: Any other item, with the permission of the Chair.**

If any other business/es proposed to be placed before the Board then the same will be transacted accordingly and vice versa, the meeting will be conclude with a vote of thanks to the Chair.

For and on behalf of  
SBC Exports Limited

For SBC Exports Limited



Company Secretary

Hariom Sharma  
(Company Secretary)

Date: 20.08.2025

Place: Sahibabad

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