

NOTICE OF THE NOMINATION AND REMUNERATION COMMITTEE MEETING
(02/2021-2022)

To,
The Board of Directors,
Kalpa Commercial Limited

1. Mr. DAMAN SEEP SINGH
42 Rogan Gran,
Ghaziabad, Uttar Pradesh 201001
2. Mr. SHIVAM KUMAR
Thok-Sahajua, Sonkh Dehat, Mathura,
Sonkh, Uttar Pradesh 201204
3. Mr. MUKUL JINDAL
14, Gali No. 1, Sudama Puri,
Govindpuri, Modi Nagar,
Ghaziabad, Uttar Pradesh 201204

Dear Sir/ Ma'am,

NOTICE is hereby given that the 02/2021-2022 meeting of the Nomination and Remuneration Committee of M/s. Kalpa Commercial Limited is scheduled to be held at shorter notice on Friday, 4th June 2021, at 10:00 A.M. at the Registered Office of the Company at 405, FIE Patparganj Industrial Area Office No. 2, LGF/R2, New Delhi-110092 inter alia, to consider the agenda items as set out in agenda mentioned herewith.

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

For and on behalf of
KALPA COMMERCIAL LIMITED

SALONI JANGIR
(Company Secretary)
cskalpacommercialtd@gmail.com

Date: 01/06/2021
Place: New Delhi

Encl: Agenda and Notes to Agenda

KALPA COMMERCIAL LIMITED

CIN: L74899DL1985PLC022778

Regd Office : 405, FIE Patparganj Industrial Area, Office No. 2, LGF/R2, Delhi New 110092,

Ph.: 01165260012, E mail : info@kalpacommercial.in

Website : www.kalpacommercial.in

AGENDA AND NOTES ON AGENDA

<u>S. No.</u>	<u>I T E M S</u>
1.	To elect Chairman of the Board
2.	Ascertainment of quorum by Chairman
3.	Grant of leave of absence to the absentee directors
4.	Confirmation, noting and signing of minutes of the previous meeting of Nomination and Remuneration Committee
5.	Vacation of Office of Ms. Rupali Rampal Singh from the directorship due to disqualification
7.	Any other item, if any, with the permission of the Chair

NOTES TO AGENDA (DRAFT RESOLUTIONS)

ITEM NO. 1: CHAIRMAN

The Members will appoint chairman of the meeting who will chair the same and proceed further.

“**RESOLVED THAT** Mr. -----, Member of the Committee be and is hereby appointed as the Chairman of the Company.”

ITEM No. 2: ASCERTAINMENT OF THE QUORUM BY CHAIRMAN

The Chairman to verify and declare that the quorum is complete and that the meeting can commence transacting business on the agenda.

ITEM NO. 3: GRANT OF LEAVE OF ABSENCE TO THE ABSENTEE DIRECTORS

The Committee to consider granting leave of absence to the absentee members, if any, who may be unable to attend the meeting.

ITEM NO. 4: CONFIRMATION, NOTING AND SIGNING OF MINUTES OF THE PREVIOUS NOMINATION AND REMUNERATION COMMITTEE MEETING

The minutes of the previous Nomination and Remuneration Committee Meeting of the Company held on 9th April 2021 to be read, noted and confirmed by the Committee. Thereafter, the Chairman of the meeting will sign the said minutes. A copy of minutes will be placed before the Committee in the meeting.

“**RESOLVED THAT** Minutes of the Nomination and Remuneration Committee meeting held on 9th April 2021, as placed before the meeting, be and are hereby confirmed and signed by the Chairman of the meeting.”

ITEM No. 5: TO VACATE THE OFFICE OF MS. RUPALI RAMPAL SINGH FROM THE DIRECTORSHIP, DUE TO DISQUALIFICATION

The Chairman will apprise the committee members that the office of Ms. Rupali Rampal Singh needs to be vacated due to her disqualification and for being non-compliant of DIN-KYC as per MCA notification with respect to Companies (Appointment and Qualification of Directors) Rules, 2014 of the Companies Act, 2013. And with vacation of Ms. Rupali Rampal Singh from the office of Directorship, post of members in “Nomination and Remuneration committee” will be vacated, since she is member of the Committee.

Accordingly, necessary e-form in respect to disqualification of Director will be filed with the Registrar of Companies.

The Committee will consider the matter and recommend the following resolution to the Board for their approval:

“**RESOLVED THAT THAT** pursuant to the provisions of Section 164, 167 and other applicable provisions, rules of the Companies Act, 2013 (including any statutory modifications or re-enactment thereof for the time being in force), Committee members of the Company do hereby confirm the vacation of office of Ms. Rupali Rampal Singh from the directorship of the Company w.e.f. close of working hours of 4th June, 2021 and recommend the same to the Board for their approval.”

ITEM NO. 7: ANY OTHER ITEM, IF ANY, 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 with the permission of the chairman of the meeting.