

Ref: ATL: 2020-21:

Dated: 22/06/2021

To

**All the Directors/ Statutory Auditors/Internal Auditors/Secretarial Auditor
of Alfa Transformers Limited**

Sub: Notice for Convening Board Meeting on 30-06-2021

Sir,

You are cordially invited to attend the meeting of the Board of Directors of the company to be held on Wednesday, 30/06/2021 at 3 PM at the registered office of the Company to transact the business as mentioned in the Agenda. The agenda items for this Board Meeting are enclosed herewith for your kind information and necessary action.

In this regard, further please note that as required by SEBI (PIT) Regulations, 2015, the trading window for dealing in the securities of the company is already closed for all the Directors, KMPs and employees of the Company from the closing of business hour of 31-03-2021 and would remain closed till 48 hours after the announcement of the financial results for the quarter/year ending on March 31, 2021 to the public (both days inclusive), which was intimated earlier also.

You are requested to please make it convenient to attend the meeting. Those who are not able to attend the meeting due to travelling problem in this prevailing COVID-19 pandemic situation; they can attend the meeting through Video Conference. If you are not attending the Board Meeting please confirm the same, so that we shall send you the web link of this meeting.

Thanking you.

Yours faithfully

For Alfa Transformers Limited

Sd/-

**(CS Amarnath Tripathy)
Company Secretary**

Encl: - As above.

AGENDA

For the 233rd Meeting of the Board of Directors of the Company to be held on Wednesday, 30/06/2021 at 3 P.M.

1. To grant leave of absence to the directors for not attending the meeting, if any.

2. CONFIRMATION OF MINUTES.

- a) To confirm the minutes of the previous Board meeting.
- b) To confirm the Minutes of the Committee Meetings.

FINANCE & AUDIT RELATED:

3. To discuss and approve the accounts for the quarter ended 31.03.2021 and Internal Audit Report thereon.

4. To consider, approve and sign the draft Balance Sheet and Statement of Profit & Loss for the year ended 31.03.2021 and notes thereon and cash flow statement for delivering the same to the Statutory Auditors for their considerations & Report there-on.

ADMINISTRATIVE RELATED:

5. To discuss and decide about the proposal for sale/dispose off assets belonging to Vadodara Unit to payback Creditors/Banks and meet expenses for repair of Guarantee Period failed Transformers & other expenses.

COMPLIANCE RELATED:

6. To discuss and approve the Audited Balance Sheet of the Company for the financial year ended 31-03-2021 along-with report of Statutory Auditors and other enclosures for the said period.

7. To consider and approve the report of the Board of Directors' and the Corporate Governance Report for the financial year ended 31st March, 2021 along with other annexure.

8. To take note of the report of the Secretarial Auditor for the financial year 2020-21.

9. To take note of the report of the Cost Auditor for the financial year 2020-21.

10. To take note of various quarterly compliances filed with BSE for the quarter ended 31 March 2021.

11. To take on record the Statutory Compliance Certificate.

APPOINTMENT OF AUDITORS:

12. To discuss about the re-appointment & remuneration of Statutory Auditor for the F.Y 2021-22 and to fix their remuneration.

13. To discuss about the appointment of Internal Auditors for the F.Y. 2021-22 of the company & to fix their remuneration.

14. To discuss about the re-appointment of Secretarial Auditor for the F.Y. 2021-22.

Any other business if any with due permission of the Chair: