

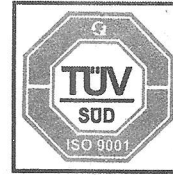


ALFA TRANSFORMERS LTD.

CIN-L311020R1982PLC001151

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ISO 9001 : 2015
Certificate Registration No. 99 100 11745/02

Ref: ATL: 2022-23:

Dated: 16/08/2022

To

All Directors
Alfa Transformers Ltd.

Sub: Notice for Convening Board Meeting on 24/08/2022

Sir,

You are cordially invited to attend the meeting of Board of Directors of the company to be held on Wednesday, 24/08/2022 at 3:30 P.M. 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.

You are requested to please make it convenient to attend the meeting. If you are not attending the Board Meeting please confirm the same.

Kindly confirm your availability.

Thanking you.
Yours faithfully

For ALFA TRANSFORMERS LIMITED



(CS Amarnath Tripathy)
Company Secretary

Encl: - As above.



AGENDA

For the 244th Meeting of the Board of Directors of the Company to be held on Wednesday 24th August, 2022 at 3:30 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.

ADMINISTRATIVE RELATED:

3. To consider and approve the report of the Board of Directors' and the Corporate Governance Report for the financial year ended 31st March, 2022 along with other annexure.
4. To discuss & consider the remuneration, perquisites and other allowances of Managing Director and other Whole-time Directors.
5. To discuss & approve the appointment of Independent Director.

ANNUAL GENERAL MEETING RELATED:

6. To discuss and decide about the date, time and venue of Annual General Meeting and approve the draft notice of the said Annual General Meeting and other items associated with it.
7. To consider and fix the date of Book Closure for AGM, fixation of Cut-off date for E-Voting etc.
8. To appoint CDSL and NSDL as facilitator for providing electronic platform for E Voting for AGM.
9. To appoint M/s. Saroj Ray & Associates as scrutinizer for scrutinizing the voting process of AGM.
10. **Any other business if any with due permission of the Chair:**

