



SP REFRACTORIES LIMITED

(Formerly known as SP Refractories Private Limited)

(A Group of Mr. Prabodh S Kale)

CIN: L51909MH2007PLC167114

Registered Office: M-10, M-11/1 & M-11/2, MIDC, Hingna, Nagpur-440016

Office No.: 07104-235388/235399

Mob No: 9422103525

Email: sprefractory@gmail.com/info@sprefractories.com

Website: www.sprefractories.com

Shorter Notice of Meeting of Nomination and Remuneration Committee

To,

The Nomination and Remuneration Committee Members

SP REFRACTORIES LIMITED

Shorter Notice is hereby given to inform you that the Meeting of Nomination and Remuneration Committee [NRC- 01/2023-24] of the Company is scheduled to be held on Monday, 23rd May, 2023 at 11:00 AM at the Registered Office of the Company situated at M-10, M-11/1 & M-11/2, MIDC Industrial Area, Hingna Road, Nagpur 440016 to discuss and transact the following business:-

1. Presiding over the meeting by designated Chairman of the Committee.
2. To confirm the quorum.
3. To grant the leave of absence as received from the Member(s) who is/are unable to attend the Meeting.
4. To consider and recommend the name of Mr. Pawan Kumar (Mem. No. A59861), as a Company Secretary cum Compliance Officer of the Company.
5. Any other item with the permission of Chairman.
6. Vote of thanks.

Please submit leave of absence in case you are not in a position to attend the meeting.

Please acknowledge receipt of this Notice.

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

Thanking you,

Yours faithfully,

For **SP REFRACTORIES LIMITED**

Namita Prabodh Kale

Whole-time Director

Date: 22nd May, 2023

Place: Nagpur



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AGENDA FOR THE MEETING OF NOMINATION AND REMUNERATION COMMITTEE [NRC- 01/2023-24] OF SP REFRACTORIES LIMITED TO BE HELD ON TUESDAY, 23RD MAY, 2023 AT 11:00 AM AT THE REGISTERED OFFICE OF THE COMPANY AT M-10, M-11/1 & M-11/2, MIDC INDUSTRIAL AREA, HINGNA ROAD, NAGPUR 440016.

Item No. 1

The Designated Chairman shall preside over the meeting and in case of his absence, the committee members present at the meeting shall elect one of themselves as a Chairman of the meeting.

Item No. 2

The presence of requisite quorum shall be confirmed by the Chairman

Item No. 3

Committee may grant leave of absence to member(s) who are unable to attend the meeting and who have submitted the same.

Item No. 4

To consider and recommend the name of CS Pawan Kumar (Mem. No. A59861) as Company Secretary cum Compliance Officer of the Company.

The proposal shall be placed before the members for consideration, review and recommendation of appointment of CS Pawan Kumar (Mem. No. A59861) as Company Secretary cum Compliance Officer of the Company. Further, all the members of the committee shall be requested to pass the following resolution unanimously;

“RESOLVED THAT pursuant to the provisions of Section 178 of Companies Act, 2013 read with relevant rules made thereunder, the name of CS Pawan Kumar (Mem. No. A59861) be



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and is hereby recommended by the Nomination and Remuneration Committee for his appointment as Company Secretary cum Compliance Officer of the Company at a remuneration as may be decided by board time to time.

RESOLVED FURTHER THAT the Board of Directors be and are hereby requested to consider and approve the abovementioned at their duly convened meetings.

RESOLVED FURTHER THAT any member of the Committee be and is hereby authorized to do all such acts, deeds and things as may be required in this regard from time to time.”

Item No. 5

Any other business may be transacted with the permission of Chairman excepting those requiring specific notice.

Item No. 6

Vote of thanks shall be expressed to the Chairman of Committee.

Thanking you,

Yours faithfully,

For **SP REFRACTORIES LIMITED**

Namita Prabodh Kale

Whole-time Director

Date: 22nd May, 2023

Place: Nagpur