



POLYMAC

**POLYMAC THERMOFORMERS LIMITED**

CIN No. L25201WB1999PLC090774

29A, WESTON STREET, 3RD FLOOR, ROOM NO.: C-5, KOLKATA - 700 012

Ref No.....

Date.....

**NOTICE**

AGENDA FOR THE MEETING OF BOARD OF DIRECTORS OF POLYMAC THERMOFORMERS LIMITED WHICH WILL BE HELD ON WEDNESDAY , 30TH AUGUST, 2017 AT 12.30 P.M. AT THE REGISTERED OFFICE OF THE COMPANY AT 29A, WESTON STREET, 3<sup>RD</sup> FLOOR, ROOM NO. C5, KOLKATA- 700012 TO TRANSACT THE FOLLOWING BUSINESS:

Sl. NO.	Items For Consideration
1.	To Elect the Chairman of the Meeting.
2.	To grant leave of absence, if any, to the Directors of the Company.
3.	To Consider and approve minutes of the previous Board Meeting.
4.	To consider approve and adopt the Audited Annual Accounts & Auditor Report of Company for the Financial Year ended 31 <sup>st</sup> March, 2017 as per Regulation 33 of Listing Obligation & disclosure Regulation.
5.	To consider and approve the Director Reports.
6.	To adopt the Secretarial Audit Report.
7.	To adopt the Extracts of Annual Return.
8.	Fixation of date of Book Closure.
9.	Approval of e-voting period.
10.	Fixation of Cut-off date for e-voting
11.	Appointment of Scrutinizer.
12.	Finalization of the notice of AGM.
13.	Re-appointment of Secretarial Auditor for the financial year 17-18
14.	Fixation of date, venue & time of AGM.
15.	Appointment of Internal Auditor for the financial year 17-18
16.	Any other matter with the permission of the Chair.

Date: 28th AUGUST, 2017

Place: Kolkata

Polymac Thermoformers Ltd.

*Neha Pansari*

Authorised Signatory

On behalf of the Board of Directors  
NEHA PANSARI  
(COMPANY SECRETARY)