



February 02, 2024

To,

The Directors,

Notice is hereby given that the Meeting of Board of Directors of M/s. Lee & Nee Softwares (Exports) Limited will be held on 10<sup>th</sup> February, 2024 at 3 P.M at 14B, Camac Street, Kolkata-17 to transact the following business.


- 1) To Confirm minutes of last board meeting.  
-The Minutes of the last Board Meeting was read and confirm unanimously.
- 2) To grant leave of absence.  
-All Directors were present.
- 3) To Confirm and ratify the resolutions passed by circulation, if any.  
-There was no such resolution passed by circulation.
- 4) To note quarter statement of investor compliant (3<sup>rd</sup> Quarter) u/r 13(3) of LODR, 2015.  
-To consider information about complaints from any investor (if any) from the Report of R & T agents M/s Maheshwari Datamatics (P) Ltd
- 5) To approve and adopt the Unaudited Financial Results (Standalone & Consolidated) of the Company for the quarter ended 31<sup>th</sup> December, 2023.
- 6) To consider and approve all significant transactions, arrangements and financial statements of the two unlisted subsidiary companies.
- 7) To note Shareholding pattern, Corporate Governance Report 3<sup>rd</sup> Quarter ended 31<sup>st</sup> December, 2023.  
-The Board to consider the Corporate Governance report u/r 27(2) of SEBI LODR, 2015 along with the shareholding pattern for the 3rd Quarter.
- 8) To take note of various committee minutes.  
-The minutes of the Audit committee, Nomination & remuneration Committee and Stakeholder Relationship Committee meetings to be produced and the same needs

to be perused by the board and taken on record.

- 9) To consider minutes of the two subsidiary companies.
  - To consider and discuss about the Minutes of the two subsidiary companies.
- 10) To discuss any other business with the permission of the chair.
  - To authorize anyone of the directors to comply with the requirements of the statutory annual filing with relevant authorities
  - Mrs Pritika Gupta to be proposed to draft, circulate and to get the minutes signed by the chairperson.
  - To consider and approve to write off the sundry balances.

In this connection, as per Company's Code of Conduct for prevention of Insider Trading, the Trading Window for dealing in the securities of the Company has already been closed w.e.f. 1st January, 2024 and shall remain closed for all Directors/officers/Designated Employees of the company which shall be opened 48 hours after the declaration of Unaudited Financial Results (Standalone & Consolidated) for the quarter ended 31<sup>st</sup> December, 2023.

Thanking You,  
Yours Truly,  
For Lee & Nee Softwares (Exports) Limited  
Lee & Nee Softwares (Exports) Ltd.

  
Director

Arpita Gupta  
(Authorized Signatory)