



Lee & Nee

Softwares (Exports) Ltd.

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November 03rd, 2023

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 13th November, 2023 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 (2nd 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 30th September, 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 2nd Quarter ended 30th September, 2023.
-The Board to consider the Corporate Governance report u/r 27(2) of SEBI LODR, 2015 along with the shareholding pattern for the 2nd 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 any other such matters.

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 October, 2023 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 (Stand-alone & Consolidated) for the quarter ended 30th September, 2023.

Thanking You,

Yours Truly,
For Lee & Nee Softwares (Exports) Limited

ARPITA GUPTA
Digitally signed by ARPITA GUPTA
Date: 2023.11.03 18:31:46 +05'30' **Director**

Arpita Gupta
(Authorized Signatory)