



TERAI TEA COMPANY LIMITED

REGD. OFFICE : 10 GOVERNMENT PLACE (EAST), 1ST FLOOR, KOLKATA-700 069 INDIA

Telephones : (91) (33) 460-13789, 460-39789, Fax : (91) (33) 2248 9182

E-mail : teraitea@gmail.com • Website : www.teragroup.com

CIN : L51226WB1973PLC029009



To
The Secretary
Bombay Stock Exchange Ltd.
Phirozajeejeebhoy Towers
25th Floor, Dalal Street, Mumbai 400 001

Date: 21/04/2021

The Secretary
Calcutta Stock Exchange Ltd.
7, Lyons Range, Kolkata-700001

Sub:pursuant to clause 30(2) of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015 regarding resignation of Company Secretary, Compliance officer and KMP of the Company.

Dear Sir,

Pursuant to clause 30(2) of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, this is to inform you that Mr. Roshan Dave has resigned from the office of Company Secretary & Compliance Officer of the Company.

The Letter of resignation has been received and duly accepted on 21.04.2021.

Further pursuant to regulation 6(1) of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, Mr. Rajesh Singhanian has ^{been} appointed as Company Secretary & Compliance Officer of the Company w.e.f. 21.04.2021.

We request you to kindly take the above on record.

Thanking you,

Your faithfully,

For, TERA TEA CO. LTD.

RAJENDRA KANODIA
DIRECTOR & CFO



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CERTIFIED TRUE COPY OF THE RESOLUTION OF THE 02/2021-22 MEETING OF THE BOARD OF DIRECTORS OF M/S TERA TEA COMPANY LIMITED HELD ON WEDNESDAY, THE 21ST DAY OF APRIL, 2021 AT THE REGISTERED OFFICE OF THE COMPANY AT 10, GOVERNMENT PLACE EAST, 1ST FLOOR, KOLKATA-700069 AT 01.00 PM.

Resignation of Mr. Roshan Dave as Company Secretary & Compliance Officer

The Board was informed that Mr. Roshan Dave, has owing to his personal reasons, tendered his resignation from office of "Company Secretary & Compliance officer".

Letter of resignation was received on 21st April 2021 which was tabled at the meeting.

RESOLVED THAT resignation of Mr. Roshan Dave as Company Secretary & Compliance Officer be and is hereby accepted with effect from 21st April 2021".

"RESOLVED FURTHER THAT Mr. Rajendra Kanodia, Director of the Company be and is hereby authorized to digitally sign and submit all necessary e-forms with the Registrar of Companies and to do all such acts, deeds and things as may be necessary to give effect to the above resolution".

Certified True Copy

For, Terai Tea Co. Ltd.

Rajendra Kanodia

Director

DIN: 00175574



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Appointment of Mr. Rajesh Singhania as Company Secretary & Compliance Officer

“RESOLVED THAT pursuant to the provisions of Section 203 read with rule 8 of the Companies (Appointment and Remuneration) Rules, 2014 and other applicable provision (including any modification or re-enactment thereof), if any, of the Companies Act, 2013, as approved by the Nomination & Remuneration Committee, the consent of the Board be and is hereby accorded to appoint Mr. Rajesh Singhania, Fellow Member of Institute of Company Secretaries of India having Membership No. F-7746 holding the prescribed qualification under Rule 2(1) (Appointment and Qualification of Secretary) Rules, 1988 as Whole Time Secretary of the Company with immediate effect to perform the duties assigned to him by the Board from time to time”.

“RESOLVED FURTHER THAT pursuant to Regulation 6(1) and Regulation 30(4) read with clause 7 of Schedule III of SEBI (LODR), Regulations, 2015. Mr. Rajesh Singhania (Company Secretary) be and is hereby appointed as Compliance Officer of the Company”.

“RESOLVED FURTHER THAT, Mr. Rajendra Kanodia, Director of the Company be and is hereby authorized to digitally sign and submit all necessary e-forms with the Registrar of the Companies and to do all such acts, deeds and things as may be necessary to give effect to the above resolution”.

Certified True Copy

For, Terai Tea Co. Ltd.

Rajendra Kanodia

Director

DIN: 00175574