



# Lee & Nee

## Softwares (Exports) Ltd.

CIN : L70102WB1988PLC045587

REGD. OFFICE : 14B, CAMAC STREET  
KOLKATA - 700 017, INDIA  
PH. : 91-33-4069 5100 / 4065 0378  
FAX : 91-33-4005 1344  
Email : info@lnsel.com  
Website : www.lnsel.com

February 5, 2021

|                                                                                                     |                                                                                              |
|-----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| To,<br>The Secretary<br>BSE Limited<br>Phiroze Jeejeebhoy Towers<br>Dalal Street<br>Mumbai -400 001 | To,<br>The Secretary<br>The Calcutta Stock Exchange Ltd.<br>7, Lyons Range<br>Kolkata-700001 |
|-----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|

Dear Sir/Madam,

**SUB: INTIMATION OF APPOINTMENT OF COMPANY SECRETARY AND COMPLIANCE OFFICER**

As per Para A of Part A of Schedule III read with Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, we hereby disclose that Ms. Sneha Addya (Membership No. 63271) has been appointed as Whole Time Company Secretary and Compliance Officer of the Company with effect from 5<sup>th</sup> February, 2021.

Please take the same on your records.

Thanking You,

Yours Faithfully,

For Lee & Nee Software (Exports) Ltd.

LEE & NEE SOFTWARES (EXPORTS) LTD.

*Arpita Gupta*

Arpita Gupta  
Director  
DIN: 02839878

Encl: Profile of Ms. Sneha Addya

**DISCLOSURE OF DETAILS ON APPOINTMENT OF COMPANY SECRETARY AND COMPLAINEE OFFICER**

Please find below the required details of Ms. Sneha Addya, as per SEBI Circular dated September 09, 2015 titled "Continuous Disclosure Requirements for Listed Entities – Regulation 30 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015".

|                        |                                                                                                                                                                                                                                                                                                                                                   |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name                   | Sneha Addya                                                                                                                                                                                                                                                                                                                                       |
| Date of Appointment    | 05.02.2021                                                                                                                                                                                                                                                                                                                                        |
| Term of Appointment    | N.A.                                                                                                                                                                                                                                                                                                                                              |
| Reason for Appointment | Appointment of Company Secretary under Section 203 of companies Act, 2013 read with Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014.                                                                                                                                                                                 |
| Brief Profile          | <p>She is an Associate Member of the Institute of Company Secretaries of India and has Honours degree in Commerce.</p> <p>She possesses knowledge of Company Law, SEBI Regulations and shall handle the legal matters. Her appointment will help the Company to comply with all the applicable laws and to maintain good governance practice.</p> |

Please take the above on your records.

Thanking You,

Yours Faithfully,

For Lee & Nee Software (Exports) Ltd.

LEE & NEE SOFTWARES (EXPORTS) LTD.

  
Arpita Gupta

Director

DIN: 02839878

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**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED IN THE MEETING OF BOARD OF DIRECTORS OF M/S LEE AND NEE SOFTWARES (EXPORTS) LTD. HELD ON 05.02.2021 AT ITS REGISTERED OFFICE AT 14B CAMAC STREET, KOLKATA-700017. AT 3.00 P.M, MEETING ENDED AT 6.30 P.M.**

Resolution No - 006/024/20-21

**TO CONSIDER AND APPROVE APPOINTMENT OF SNEHA ADDYA AS COMPANY SECRETARY**

"RESOLVED THAT according to the provisions of Section 203 of the Companies Act, 2013 ("the Act") and any amendments thereto, Ms. Sneha Addya as Associate Member of the Institute of Company Secretaries of India, who possess the requisite qualification as prescribed under the Companies (Appointment and Qualifications of Secretary) Rules, 1988, be and is hereby appointed, on such terms and conditions and remuneration as may be determined and recommended by the Nomination and Remuneration Committee according to the provisions of Section 178 of the Act (if any) and rules made thereunder, and further approved by the management, as the Company Secretary of the Company, w.e.f 05.02.2021 to perform the duties of a secretary as required under the Act and any other duties assigned by the Board of Directors from time to time.

**FURTHER RESOLVED THAT** Ms. Sneha Addya be and is hereby appointed as the Compliance Officer of the Company as per Regulation 6 of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 with effect from 05.02.2021.

**FURTHER RESOLVED THAT** All the Director of the Company be and are hereby severally authorized to do all acts, deeds and things which are necessary of aforesaid as Company Secretary of the Company.

LEE & NEE SOFTWARES (EXPORTS) LTD.

*Ajay Agarwal*  
Dire

Ajay Kumar Agarwal  
DIN: 01265141

LEE & NEE SOFTWARES (EXPORTS) LTD.

*Sagar Mal Gupta*  
Director

Sagar Mal Gupta  
DIN: 00536428

**DEVELOPMENT OFFICE :**

Module. 511 - 513, SDF Building, 4th Floor, Block - GP, Sector - V, Salt Lake, Kolkata - 700 091 Ph : (033) 4069 5100 / 4065 0378