

F MEC INTERNATIONAL FINANCIAL SERVICES LIMITED

CIN: L65100DL1993PLC053936
Website: www.fmecinternational.com
Email: fmecinternational@gmail.com
Tel: 01149954225

Date: 23.08.2024

To,

**The Board of Directors
F Mec International Financial Services Limited
908, 9th Floor, Mercantile House,
15 K.G. Marg, New Delhi-110001**

Subject: Notice of 3rd Board Meeting for the Financial Year 2024-2025

Dear All,

The notice is hereby given that the third meeting for the financial year 2024-2025 of the Board of Directors of F Mec International Financial Services Limited will be held on Thursday, 29th day of August, 2024 at 03:30 p.m. at the registered office of the company at 908, 9th Floor, Mercantile House, 15 K.G. Marg, New Delhi-110001.

The agenda, setting out the business to be transacted at the Meeting is attached herewith for your kind perusal. You are requested to make it convenient to attend the meeting.

Thanking You

For F MEC INTERNATIONAL FINANCIAL SERVICES LIMITED

**Sd/-
(Ronika Dhall)
ACS 39463
Company Secretary & Compliance officer**

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AGENDA OF THE BOARD MEETING

1.	Election of Chairman, convening of meeting, presence of requisite quorum and to grant Leave of Absence to the directors of the company, if any.
2.	To consider and take note of Minutes of previous meeting of Board of Directors held on 12 th August, 2024.
3.	To confirm and take note of the Minutes of various Committee Meetings held since the last board meeting.
4.	To consider, approve and finalize the draft 31st Director's Report (with annexures thereof) for the year ending 31st March, 2024.
5.	To consider and approve the draft Notice convening the 31st Annual General Meeting on Monday, 23rd September, 2024 at 12.30 PM through Video Conferencing / Other Audio-Visual Means for the financial year 2023-2024.
6.	To fix the Cut-off date for determining the eligibility of the members, entitled to vote by remote e-voting and e-voting at the ensuing AGM of the Company.
7.	To avail the services of NSDL for providing remote e-voting and e-voting facility to the shareholders at the ensuing AGM of the Company.
8.	To consider the appointment of M/s A.K Verma & Co., Practicing Company Secretaries as the Scrutinizer for the purpose of facilitating E-voting at the Annual General Meeting.
9.	To consider the re-appointment of M/s A.K Verma & Co., Practicing Company Secretaries as the Secretarial Auditor for the financial year 2024-2025
10.	To consider the re-appointment of M/s. Rajeev Shankar & Co., Chartered Accountants as the Internal Auditor for the financial year 2024-2025
11.	To authorize any director of the company with respect to necessary E-fillings with the Registrar of Companies.
12.	To transact any other item not included in the agenda with the permission of the chair and consent of majority of the directors present in the meeting.
13.	Vote of Thanks

BY ORDER OF THE BOARD

Sd/-

Apoorve Bansal

Managing Director

DIN:08052540

R/o: A-708, UNESCO Apartment,

55, IP Extension, Patparganj,

New Delhi-110092