

Date: 13TH May, 2023

To,
The All Directors
OTCO International Limited

Dear Sir(s),

Sub: NOTICE OF BOARD MEETING

NOTICE is hereby given that the 1st meeting of Board of Directors of the company for the Financial Year 2023-24 will be held on Monday, the 22nd Day of May 2023, at 12:30 P.M, through video Conferencing/OAVM mode, for considering the following business:

1. To grant leave of absence.
2. To confirm the minutes of the previous Board Meeting.
3. To take on record sad demise of Sima Balakrishnan-non executive director
4. To consider and take on record various declarations submitted by the directors.
5. To take on record compliance made during last quarter
6. To consider, approve and take on record the Audited Standalone Financial Results / Audited Accounts of the company for the quarter and year ended March 31, 2023.
7. To Consider and appoint Mr Amitkumar Mahendran as additional Independent Director.
8. To Consider and appoint Mr Sailesh K R as additional Director-Non Executive
9. Closure of trading window for the promoters/Directors/officers and designated employees of the company.
10. To take on any other matter(s) with the permission of the chair.

Referring Item No. 9

“As per the Company’s code of Conduct for prohibition of Insider Trading (“the Code”) adopted by the Company pursuant to SEBI (Prohibition of Insider Trading) Regulations, 2015, the trading window for

dealing in the securities of the company has been closed from April 01, 2023 which will remain closed till the end of 48 hours of the Board meeting for the Promoters / Directors/ Officers and Designated employees of the Company.”

Kindly make it convenient to attend the meeting.

Thanking You,

Yours Faithfully,

For OTCO International Limited.

Raj Kishor Chourasia
Company Secretary & Compliance Officer

CC: Statutory Auditors