



EASTERN LOGICA INFOWAY LTD.

HEAD OFFICE:
2, Saklat Place, 1st Floor
Kolkata - 700 072
☎ + 91 33 4058 0000
DELHI OFFICE:
2nd Floor, Bearing No. 78,
Block - A, Phase-II,
Okhla Industrial Area,
New Delhi - 110 020
☎ + 91 11 43035417
✉ info@easternlogica.com
web:www.easternlogica.com
CIN:U30007WB1995PLC073218

Date :04/05/2023

To The Members Of Audit Committee
EASTERN LOGICA INFOWAY LIMITED
2 Saklat Place 1st Floor
Kolkata WB 700072

Sub: Notice of 1st Meeting (F.Y. 2023-24) of the Audit Committee.

Dear Members,

NOTICE is hereby given that 1ST Meeting of Audit Committee of **EASTERN LOGICA INFOWAY LIMITED** for the financial year 2023-24 is proposed to be held as per the following:

Day and Date: Thursday 11th May, 2023

Time: 1.00 PM

Venue: 2 Saklat Place 1st Floor Kolkata WB 700072.

Agenda for the Meeting is attached herewith for your reference as Annexure I.

If any Member of the Audit Committee is unable to attend the ensuing meeting, he may inform the Company Secretary before the date of the meeting by sending the signed leave of absence application.

Kindly make it convenient to attend the Meeting.

With best regards

For **EASTERN LOGICA INFOWAY LIMITED**

Priyanka Baid
Company Secretary & Compliance Officer
Mem No: A37950



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Date: 04th May, 2023

Annexure -1

AGENDA

Agenda is hereby given that the meeting of the Audit Committee will be held on Thursday, 11th of May, 2023 at its Registered Office 2 Saklat Place, 1st Floor Kolkata-700 072 at 01:00 p.m. Below is the agenda for your perusal:

S.N.	ITEMS OF BUSINESS FOR CONSIDERATION
1	To appoint the Chairman of the meeting.
2	To grant leave of absence, if any.
3	To read and confirm the minutes of the previous meeting.
4	To review the action taken report on the basis of the decisions of the previous audit committee meeting.
5	To review Related Party Transaction Register.
6	To Review Internal Control and Internal Audit System.
7	To consider any other business with the approval of the Chair.

For and on behalf of
Eastern Logica Infoway Limited

Priyanka Baid
Company Secretary & Compliance Officer
Mem No. - A37950

Cc:

1. Mr. Dinesh Arya - (Chairperson) Independent Director
2. Mr. Nil Kamal Samanta – (Member) Independent Director
3. Mr. Gaurav Goel - (Member) Managing Director