

RITA FINANCE AND LEASING LIMITED

(Formerly known as Rita Holdings Limited)

Regd. Off. : 324A, IIIrd Floor, Aggarwal Plaza, Sector-14, Rohini, New Delhi - 110085
E-mail : ritaholdingsltd@gmail.com, Website : www.ritaholdings.in, Tel. : 011 - 27860681
CIN : L67120DL1981PLC011741

October 16, 2020

To,
Metropolitan Stock Exchange of India Limited (MSEI)
4th Floor, Vibgyor Towers,
Bandra Kurla Complex, Bandra East,
Mumbai – 400098

Dear Sir,

Sub: **Intimation of Appointment of Company Secretary & Compliance Officer of the Company approved in the 08/2020-2021 Board Meeting held Today i.e. on Friday, October 16, 2020 at 06:00 P.M.**

In terms of Regulation 30(2) read with clause 7 of Para A of Part A of Schedule III of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI Circular No. CIR/CFD/CMD/4/2015 dated September 09, 2015, we would like to inform you that the Company has appointed Mr. Jaspinder Singh (ACS:32808) as a Company Secretary and Key Managerial Personnel and further pursuant to Regulation 6(1) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Mr. Jaspinder Singh is also designated as Compliance Officer of the Company with effect from 16th October, 2020 by the Board of Directors at the Board Meeting held Today i.e. on Friday, October 16, 2020 at 06:00 P.M, which commenced at 06:00 P.M. and concluded at 07:10 P.M.

The Particulars of the appointment of Mr. Jaspinder Singh as a Company Secretary & Compliance Officer are as under:

S. No.	Particulars	Disclosures
1.	Name	Mr. Jaspinder Singh (ACS:32808)
2.	Designation	Company Secretary & Compliance officer (KMP)
3.	Reason for change viz. appointment, resignation, removal, death or otherwise	Appointment
4.	Effective date of appointment	16/10/2020
5.	Terms and conditions	As mention in Appointment letter
6.	Brief Profile	Mr. Jaspinder Singh is a member of The Institute of Company Secretaries of India (ICSI) and have a good knowledge and exposure of secretarial and Legal work.



7.	Disclosure of Relationships between directors (in case of appointment of a director)	N.A.
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You are requested to please take on record the above said information for appointment of Company secretary.

You are also requested to please make necessary corrections in the KMP details of the Company at the website of MSEI.

Thanking You,
Yours faithfully,

For Rita Finance and Leasing Limited
Formerly Rita Holdings Limited



Pawan Kumar Mittal
Director
DIN: 00749265

Place: New Delhi

Jaspinder Singh

R/o SG-49, Shastri Nagar , Ghaziabad Uttar Pradesh-201001

October 16, 2020

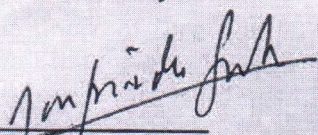
To
The Board of Directors
Rita Finance and Leasing Limited
(Formerly Rita Holdings Limited)
324A, IIIrd Floor, Aggarwal Plaza, Sector-14,
Rohini, New Delhi 110085

Dear Sir/Madam,

Subject: Consent to act as Company Secretary & Compliance officer of the company

I, Jaspinder Singh, S/o Sh. Ravinder Singh R/o SG-49, Shastri Nagar , Ghaziabad Uttar Pradesh-201001 , do hereby give my consent to act as a Company Secretary (KMP) and Compliance Officer of Rita Finance and Leasing Limited (Formerly Rita Holdings Limited) w.e.f. October 16, 2020

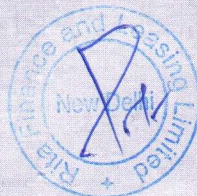
Thanking You,
Yours Faithfully



Jaspinder Singh
M. No: A 32808
R/o: SG-49, Shastri Nagar,
Ghaziabad, U.P-201001
Ecsin: ..E.A.032808 B 000 12 7958

Encl:

1. Copy of Identity Proof
2. Copy of Resident Proof



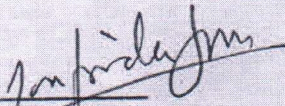
FORM B
Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015
[Regulation 7 (1) (b) read with Regulation 6(2)]

Name of the company: RITA FINANCE AND LEASING LIMITED (RITA HOLDINGS LIMITED)

Details of Securities held on appointment of Key Managerial Personnel (KMP) or Director or upon becoming a Promoter of a listed company and other such persons as mentioned in Regulation 6(2)

Name, PAN No., CIN/DIN & Address with contact nos.	Category of Person (Promoter/ KMP/ Directors/Immediate relatives/ others etc.)	Date of appointment of Director/ KMP OR Date of becoming Promoter	Securities held at the time of becoming Promoter/ appointment of Director/ KMP		% of Shareholding	Open Interest of the Future contract held at the time of becoming Promoter/ appointment of Director/ KMP		Open Interest of the Opinion contracts held at the time of becoming Promoter/ appointment of Director/ KMP	
			Type of Security (For eg- Shares, Warrants, Convertible Debenture etc.)	No.		No. of units (Contracts*Lot size)	Nominal Value in Rupee terms	No. of units (Contracts*Lot size)	Nominal Value in Rupee terms
Jaspinder Singh PAN: DMEPS8315D Address: S G-49, Shastri Nagar, Ghaziabad, Uttar-Pradesh - 201001 Contact No: 8376034633	KMP (Company Secretary & Compliance Officer)	16/10/2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL

Note: "Securities" shall have the meaning as defined under regulation 2(1)(i) of SEBI (Prohibition of Insider Trading) Regulations, 2015.



Jaspinder Singh
PAN: DMEPS8315D

Date: 16.10.2020
Place: New Delhi

