

# 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: info@ritaholdings.in, ritaholdingsltd@gmail.com; Website: www.ritaholdings.in; Tel.: 011-45689444

CIN: L67120DL1981PLC011741

01/09/2021

To

Department of Corporate Relations BSE Limited P. J. Towers, Dalal Street, Fort Mumbai-400 001	Metropolitan Stock Exchange of India Limited (Formerly Known as MCX Stock Exchange Limited) 4th Floor, Vibgyor Towers, Bandra Kurla Complex, Bandra East, Mumbai - 400 098
Security Code: 543256	Symbol: RFL

Dear Sir,

Sub: Intimation of Appointment of Company Secretary & Compliance Officer of the Company approved in the Board Meeting held Today i.e. Wednesday, 01<sup>st</sup> September, 2021.

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 Mrs . Neha Anuj (M.No. :A48171) as a Company Secretary and Key Managerial Personnel and further pursuant to Regulation 6(1) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 , Mrs . Neha Anuj is also designated as Compliance Officer of the Company with effect from 01<sup>st</sup> September, 2021 by the Board of Directors at the Board Meeting held Today i.e. on Wednesday, 01<sup>st</sup> September, 2021 at 04:00 P.M, which commenced at 04:00 P.M. and concluded at 05:30 P.M.

The Particulars of the appointment of Mrs . Neha Anuj as a Company Secretary & Compliance Officer are as under:

S. No.	Particulars	Disclosures
1.	Name	Mrs. Neha Anuj
2.	Designation	Company Secretary & Compliance officer (KMP)
3.	Reason for change viz. appointment, resignation, removal, death or otherwise	Appointment
4.	Effective date of appointment	01st September, 2021
5.	Terms and conditions	As mention in Appointment letter
6.	Brief Profile	Mrs. Neha Anuj is an Associate Member of Institute of Company Secretaries of India ( ICSI). She has also done B. Com ( Hons.) and having an experience in the field of Secretarial & legal areas.
7.	Disclosure of Relationships between directors (in case of appointment of a director)	N.A.



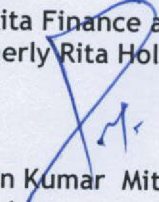


You are requested to please take on record the above said information for appointment of Company secretary.

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

Thanking You,  
Yours faithfully,

For Rita Finance and Leasing Limited  
Formerly Rita Holdings Limited

  
Pawan Kumar Mittal  
Director  
DIN: 00749265



Place: New Delhi