

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.ritafinance.in; Tel.: 011-45689444

October 14, 2022

To,

Department of Corporate Relations BSE Limited P. J. Towers, Dalal Street, Fort Mumbai-400 001	Metropolitan Stock Exchange of India Limited 205(A), 2nd floor, Piramal Agastya Corporate Park, Kamani Junction, LBS Road, Kurla (West), Mumbai – 400070
Security Code: 543256	Symbol: RFL

Sub: Intimation pursuant to Regulation 6(1) and Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

SYM: RFL

ISIN: INE018S01016

Ref.: Rita Finance and Leasing Limited("The Company")

Dear Sir/ Madam,

This is to inform you that the Board of Directors of the Company in their meeting held on Friday, the 14th October, 2022 commenced at 02.30 P.M. and concluded at 03:15P.M. have considered, approved and have taken on record the following items:-

1. Pursuant to Regulation 30 read with Para A of Part A of Schedule III of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we would like to inform you that **Ms. Priya Gupta(M.No-A31659)**, has tendered her resignation from the post of Company Secretary and Compliance Officer of the company vide her resignation letter dated 14th October, 2022.

The Company received and accepted her resignation w.e.f.14th October, 2022 and has relieved her from the official responsibilities of the Company Secretary and Compliance Officer effective from the close of business hours of 14th October, 2022.

Considering it as material information additional disclosure required under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 along with SEBI Circular No. CIR/CFD/CMD/4/2015 dated 09th September, 2015 regarding resignation of Company Secretary and Compliance Officer, is attached as **Annexure- A**.

2. In accordance with Section 203 of the Companies Act, 2013 and Regulation 6(1) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 we would

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like to inform you that the Board has considered and approved the appointment of **Mr. Shubham Joshi (Membership No. A69994)** as the Company Secretary and Compliance Officer of the Company **w.e.f, 14th October, 2022.**

Additional disclosure as required under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 along with SEBI Circular No. CIR/CFD/CMD/4/2015 dated 09th September, 2015 regarding appointment of Company Secretary and Compliance Officer is attached as **Annexure- B.**

Considering it as a material information as per the Regulation 30 of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, we would like to submit the same.

You are requested to take note of the same and make necessary updations in your records.

Thanking You,

For RITA FINANCE AND LEASING LIMITED

PAWAN KUMAR MITTAL

(Director)

DIN: 00749265

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Sector-14, Rohini, New Delhi- 10085**

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Annexure-A

Details under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 along with SEBI Circular No. CIR/CFD/CMD/4/2015 dated 09th September, 2015 regarding resignation of Company Secretary and Compliance Officer

S. No.	Particulars	Details
1.	Appointment, resignation, removal, death or otherwise	Ms. Priya Gupta(M.No: A31659) Resignation
2.	Date of Cessation	14 th October, 2022 Resignation from the post of a Company Secretary and Compliance officer
3.	Reasons for Resignation	Personal reasons

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Annexure- B

Details under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 along with SEBI Circular No. CIR/CFD/CMD/4/2015 dated 09thSeptember, 2015 regarding appointment of Company Secretary and Compliance Officer of the Company.

S. No.	Particulars	Details
1.	Appointment, resignation, removal, death or otherwise	Mr. Shubham Joshi(M.No:A69994) Appointment
2.	Date of appointment & terms of appointment	14 th October, 2022 Appointed as a Company Secretary and Compliance Officer
3.	Brief Profile	Mr.Shubham Joshi aged 24 years is a qualified member of the Institute of Company Secretaries of India. He has done his graduation in B. Com. from Indra Gandhi National Open University and having sound knowledge of Listed, Secretarial and NBFC Compliances.
4.	Disclosure of relationships between Directors	Not related to any Director or Key Managerial Personnel of the Company.