



OXYZO Financial Services Private Limited

Corp. Office:

#101, First Floor, Vipul Agora Mall,

MG Road, Gurgaon-122002

Contact: 0124- 4006603

Email: finance@oxyzo.in

Website: www.oxyzo.in

NOTICE OF THE BOARD MEETING

June 04, 2021

Directors

- | | | |
|----|---------------------|---|
| 1. | Ms. Ruchi Kalra | Chief Financial Officer and Whole Time Director |
| 2. | Mr. Asish Mohapatra | Director |
| 3. | Mr. Vasant Sridhar | Director |
| 4. | Mr. Akshat Pande | Independent Director |
| 5. | Mr. Rohit Kapoor | Independent Director |
| 6. | Mr. Sathyan David | Independent Director |

Invitees:

- | | | |
|----|-------------------------|--|
| 1. | Mr. Bhuvan Kumar Gupta | Director of OFB Tech Private Limited (Holding Company) |
| 2. | Mr. Lokesh Garg | VP-Finance & Collections |
| 3. | Mr. Prashant Roy Sharma | Head-Corporate Finance |
| 4. | Mr. Bhubneshwar Jha | Senior Manager- Finance and Accounts |

In Attendance

- | | | |
|----|--------------------------|-------------------|
| 1. | Mr. Brij Kishore Kiradoo | Company Secretary |
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The Meeting of the Board of Director of the Company is scheduled to be held at shorter notice on Monday, 07 June, 2021 at 2:30 P.M. (IST) at 101, Vipul Agora Mall, First Floor, MG Road, Gurgaon- 122002, India, through Video Conference (VC), to inter alia consider and transact the business mentioned herein below:

S.NO.	Particulars	Tentative Time allocation (in minutes)	Lead	Purpose
1.	To ascertain requisite quorum.	5 Minutes	Chairperson	Ascertaining Quorum
2.	To grant Leave of Absence, if required		Chairperson	Granting LOA
3.	To read and confirm the Minutes of the previous Board Meeting of the Company.		Chairperson	Confirmation
4.	Discussion on Key Highlights of the FY 21	15 Minutes	CFO and Head -CF	Discussion
5.	Take note of ECL methodology	5 Minutes	Senior Manager- Finance and Accounts/ VP-Finance & Collections	Noting
6.	Approval of annual financial accounts for FY 20-21 and auditor's report thereon	10 Minutes	CFO	Approval
7.	Take note of Internal audit report of the Company	10 Minutes	Senior Manager- Finance and Accounts/	Noting

Registered Office: Registered Office: Shop No. G-22 C (UGF) D-1 (K-84), Green Park Main, New Delhi, South Delhi- 110016,

CIN: U65929DL2016PTC306174, Phone: 01140507973

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			VP-Finance & Collections	
8	Take note of Related Party Transaction for Q-IV and approval of Related Party Transaction for QI	10 Minutes	Senior Manager-Finance and Accounts	Noting and review
9	Approval of appointment of Secretarial Auditor of the Company for FY 20-21	5 Minutes	Company Secretary	Approval
10.	Any other Item with the permission of Chairperson.	If any		

You are requested to make it convenient to attend the aforesaid meeting.

**By and on behalf of the Board of Directors
For OXYZO Financial Services Private Limited**

**Brij Kishore Kiradoo
Company Secretary
ICSI Membership No. A40347**

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