

Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2000 Certified Company



CIN: L24239MH1988PLC047759

7th November, 2015

To,
Ms. Nafisa Vakil
202, Khatiwala Tank,
Flat No.103, Royal Afreen
Indore (M.P) 452014

SUBJECT: APPOINTMENT AS THE COMPANY SECRETARY (CS) AND CATEGORISED AS THE KEY MANAGERIAL PERSONNEL OF THE COMPANY.

Dear Mam,

We are pleased to inform that you have been selected and appointed as a Company Secretary and Compliance Officer and also categorized as the Key Managerial Personnel (KMP) of the Company w.e.f. 7th November, 2015 on the detailed terms and conditions as agreed during interview and a copy of the same shall be provided after your joining.

You are advised to bring all the original certificates along with the copy of the PAN Card and residential proof and the consent to act as a Company Secretary in the prescribed Form DIR-2.

Please give your acceptance of the aforesaid appointment for our further needful.

Thanking You,
Yours Faithfully,
For, **SYNCOM FORMULATIONS (INDIA) LTD.**



KEDARMAL BANKDA
CHAIRMAN CUM WHOLE-TIME DIRECTOR
DIN:00023050

I Nafisa Vakil, do hereby accept the afore said appointment w.e.f. 7th Nov., 2015 and authorize the management of the Company to file necessary disclosure/returns to BSE and the Registrar of Companies in the prescribed manner for my aforesaid appointment.

Nafisa

NAFISA VAKIL
COMPANY SECRETARY &
COMPLIANCE OFFICER AND KMP
Indore, 7th Nov., 2015