



Dated 5th January,2023
To,
The General Manager,
Listing Compliances
Bombay Stock Exchange Ltd.
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai – 400 001

Dear Sir,

Sub: Intimation of appointment of Company Secretary- Disclosure under Regulation 30 of the SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015,

This is to inform you that Pursuant to Regulation 30 of the securities and Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulation, 2015 (Listing Regulation),

1. Resignation Letter received from Ms. Swati Runwal (Membership No.- A 38261) from the post of Company Secretary & Compliance Officer of the Company w.e.f. January 5,2023, due to personal reasons and other commitment she won't be able to devote time for her post in the Company. The Board has accepted her resignation and has relieved her from the responsibilities w.e.f. January 5,2023.

2. Appointment of Ms. Shivali Agrawal (Membership No. A 55952) as Company Secretary and Compliance Office of the Company w.e.f. January 5,2023, under Section 203 of Companies Act, 2013 and under Regulation 6 of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015 and Regulation 9(3) of SEBI (Prohibition of Insider Trading) Regulations, 2015.

The details as required under Regulation 30 of the Listing Regulations read with SEBI Circular No. CIR/ CFO /CMD/4/2015 dated September 09, 2015 are given below :

Reason for Change viz. Appointment	Mrs. Shivali Agrawal has been appointed as Company Secretary and compliance officer and KMP of the Company in place of Ms. Swati Runwal, Who resigned from the said post w. e. f. 5 th January,2023
Date of Appointment	5 th January,2023
Brief Profile	Mrs. Shivali Agrawal is a qualified Company Secretary and a commerce graduate and having working experience as a PCS previously across different industries since last 5 years

You are requested to take above on the record

Yours faithfully,

For Poona Dal and Oil Industries Limited

Pradip

Pradip P. Parakh

Manging Director

DIN:00053321

