## **Paragon Finance Ltd**

Corporate Identity No. (CIN): L65921WB1986PLC040980

Regd. Office: "SIKKIM HOUSE",4/1, Middleton Street, 4th Floor, KOLKATA-700071

Tel: 033-40612288; Fax: NA

Email :paragoncal@gmail.com Website:www.paragonfinanceltd.com

#### NOTICE OF POSTALBALLOT ANDE-VOTING

NOTICE ISSUED TO MEMBERS PURSUANT TO SECTION 110 OF THE COMPANIES ACT, 2013 AND RULE 20 AND 22 OF THE COMPANIES (MANAGEMENT AND ADMINISTRATION) RULES, 2014.

Dear Members,

Notice is hereby given pursuant to Section 110 of the Companies Act, 2013 (the "Act") read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014 (the "Management Rules"), Clause 16 of Secretarial Standard-2 ("SS-2") including any statutory modification or re-enactment thereof for the time being in force and in terms of the General Circular No.33/2020 dated September 28, 2020 read with General Circular No.14/2020 dated 8th April, 2020 General Circular No. 17/2020 dated April 13, 2020, General Circular No. 39/2020 dated December 31, 2020, General Circular No. 10/2021 dated June 23, 2021, General Circular No. 20/2021 dated December 08, 2021 and General Circular No.3/2022 dated May5, 2022 (the "MCA Circulars") issued by The Ministry of Corporate Affairs, Government of India ("MCA"), that Paragon Finance Limited (hereinafter referred to as the "Company") is seeking the approval of the members by way of Special Resolution, for appointment of Mrs. Parul Surana (DIN: 06948926) as an Independent Director of the Company through postal ballot/ e-voting.

In compliance with the provisions of Sections 108 and 110 of the Act read with Rules 20 and 22 of the Management Rules and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements), Regulations, 2015(hereinafter referred to as the "SEBI Listing Regulations") and as per the guidelines issued by the MCA vide MCA Circulars, the Notice would be sent in electronic mode only to all those shareholders who have registered their e-mail addresses with the Company or Depository Participant/ Depository/ Niche Technologies Private Limited, the Company's Registrar & Transfer Agent (hereinafter referred as "RTA"). Further, the shareholders would have the option to vote only through remote e-voting and voting through physical ballot papers will not be provided.

The members holding equity shares of the Company are requested to carefully read all the instructions given in the notes.

The Explanatory Statement pursuant to the Section 102 of the Act pertaining to the said resolution setting out the material facts concerning item and the reasons thereof, is also appended. The said resolution and explanatory statement are being sent to you for your consideration pursuant to Rule 22(5) of the Management Rules.

The Board of Directors of the Company has appointed CA Mayur Agrawal, as the Scrutinizer (hereinafter referred as the "Scrutinizer") for conducting the Postal Ballot and e-voting process in a fair and transparent manner.

The Scrutinizer will submit his report to the Chairman of the meeting or to the person authorized by him after completion of scrutiny of the Postal Ballot (including e-voting) in a fair and transparent manner. The results of the postal ballot/e-voting will be announced not later than two working days of the closure of the e-voting i.e., on or before Friday, March 24, 2023, at the Registered office of the Company and will be displayed at the Registered office of the Company and intimated/ communicated to BSE Limited (the "BSE") (hereinafter referred to as the "Stock Exchange") where the equity shares of the Company are listed.

The results of the postal ballot will also be displayed on the Company's website <a href="www.paragonfinanceltd.com">www.paragonfinanceltd.com</a> and on the website of NSDL (www.evoting.nsdl.com) The resolution, if passed by requisite majority, will be taken as passed effectively on the last date specified by the Company for e-voting, i.e., Wednesday, March 22, 2023. The members are requested to consider and, if thought fit, pass the following resolution:

#### **SPECIAL BUSINESS:**

1. Appointment of Mrs. Parul Surana (DIN: 06948926) as an Independent Director of the Company.

To consider and if thought fit, to pass with or without modification(s), the following resolutions as a Special Resolution:

"RESOLVED THAT pursuant to the recommendations of the Nomination and Remuneration Committee and approval of the Board of Directors in their respective meetings held on February 14, 2023, and pursuant to the provisions of Sections 149, 150, 152 read with Schedule IV and any other applicable provisions, if any, of the Companies Act, 2013 (hereinafter referred as "the Act") and the Companies (Appointment and Qualification of Directors) Rules, 2014 and the applicable provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred as "SEBI Listing Regulations") (including any statutory modification(s) or re-enactment thereof for the time being in force), the approval of the Members of the Company be and is hereby accorded for appointment of Mrs. Parul Surana (DIN: 06948926) who was appointed as an Additional Director designated as Independent Director of the Company by the Board of Directors with effect from February 14, 2023 and who has submitted a declaration confirming the criteria of Independence under Section 149(6) of the Companies Act, 2013 read with Regulation 16(1)(b) of SEBI Listing Regulations, as amended from time to time, and who is eligible for appointment under the provisions of the Act and Rules made there under and SEBI Listing Regulations, and confirming that she do not have any interest in any member and fiduciary relationship with any of the shareholders of the Company and do not have any interested positions in commercial contracts and financial affairs of the Company and in respect of whom the Company has received a notice in writing from a Member proposing her candidature for the office of Director pursuant to Section 160 of the Act, as an Independent Director of the Company, whose term shall not be subject to retirement by rotation, to hold office for 5 (Five) consecutive years on the Board of the Company w.e.f. February 14, 2023 up to February 13, 2028(both days inclusive)."

"RESOLVED FURTHER THAT the Board of Directors (which term shall, unless repugnant to the context or meaning thereof, be deemed to include a duly authorised 'Committee' thereof) or the Company Secretary of the Company be and are hereby severally authorised to do and perform all such acts, deeds, matters or things as may be considered necessary, appropriate, expedient or desirable to give effect to above resolution."

> By order of the Board of Directors For Paragon Finance Limited

Sd/-

Place: Kolkata

Date: February 14, 2023.

Mr. Sanjay Kumar Gupta **Company Secretary and Director** Membership No. F6943

#### **NOTES:**

- 1. Explanatory statement pursuant to the provisions of Section 102 read with Section 110 of the Act, setting out the material facts pertaining to the resolutions are annexed hereto along with Postal Ballot Notice ("Notice") for your consideration.
- 2. As per Section 110 and other applicable provisions of the Act read with Rule 22 of the Rules, cut-off date for the purpose of reckoning the Voting rights is Friday, February 10, 2023 ("Cut-off Date"). A person who is not a Member as on the Cut-off Date should treat this Notice for information purposes only.
- 3. This Notice along with the instructions regarding e-voting is being sent only by e-mail to all those Members, whose e-mail addresses are registered with the Company or with the Depositories/DepositoryParticipantsandwhosenamesappearintheRegisterofMembers/listofBeneficialOwn ersasontheCut-off Date, in accordance with the guidelines prescribed by the Ministry of Corporate Affairs ("MCA") for holding general meetings/conducting postal ballot process through e-voting vide General Circular Nos.14/2020 dated April 08, 2020, 17/2020 dated April 13, 2020 and 39/2020 dated December 31, 2020,10/2021 dated June 23, 2021, 20/2021 dated December 08, 2021 and 3/2022 dated May 5, 2022 ("MCA Circulars"). The Notice shall also be uploaded on the website of the Company i.e., www.paragonfinanceltd.com and on the website of NSDL (www.evoting.nsdl.com)
- 4. All the Members of the Company as on the Cut-off Date (including those Members who may not have received this Notice due to non-registration of their e-mail address with the Company or the Depositories/ Depository Participants) shall be entitled to vote in accordance with the process specified in the e-voting instructions. In terms of the requirements specified in the aforesaid MCA Circulars, this Postal Ballot Notice is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/Depositories/Depository Participants/Registrar and Transfer Agent ('RTA'). Accordingly, physical copy of the Notice along with Postal Ballot Form and pre-paid business reply envelope are not being sent to the Members for this Postal Ballot. In compliance with the provisions of Sections 108 and 110 of the Act read with the Rules made there under, Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended ("the SEBI Listing Regulations") and in accordance with the MCA Circulars, the Company has engaged NSDL as the agency for facilitating remote e-voting to enable the Members to cast their votes electronically ("remote e-voting"). In accordance with the MCA Circulars, the Members can vote only through remote e-voting.
- 5. E-voting shall commence on Tuesday, February 21, 2023, at 9.00 A.M. (IST) and end on Wednesday, March 22, 2023, at 5.00 P.M.(IST). The e-voting module shall be disabled for voting thereafter.
- 6. The Board of the Company has appointed CA Mayur Agrawal as the Scrutinizer for conducting the postal ballot process (including e-voting), in a fair and transparent manner.
- 7. Upon completion of scrutiny of the votes, the Scrutinizer will submit his final report to the Chairman of the meeting or to the person authorised by him as soon as possible after the last date of e-voting but not later than Friday, March 24, 2023. The Results of the E-voting/Postal Ballot will be declared on or before Friday, March 24, 2023, at the Registered Office of the Company and displayed at the Registered Office and on the website of the Company, on the website of NSDL and intimated to the Stock Exchange on which the equity shares of the Company are listed.
- 8. The Postal Ballot Notice is also being uploaded on the Company's website, <u>www.paragonfinanceltd.com</u> and of NSDL (www.evoting.nsdl.com)
- 9. Resolutions passed by the members through postal ballot are deemed to have been passed as if they have been passed at a general meeting of the members.
- 10. In this Notice and the statement of material facts, the term "shareholder(s)" and "member(s)" are used inter changeably.
- 11. Members can also register their e-mail IDs and contact numbers with the Company by sending details totheirrespectivedepositories, CDSL and/orNSDL or with the Registrar and Transfer Agent, viz., Niche Technologies Private Limited to enable the Company to communicate to the members, the information about various developments in the Company via e-mail/SMS.

# Step 1: Access to NSDL e-Voting system

# A) Login method for e-Voting for Individual shareholders holding securities in demat mode

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility. Login method for Individual shareholders holding securities in demat mode is given below:

| gi | gin method for Individual shareholders holding securities in demat mode is given below: |    |   |  |  |  |  |
|----|---|----|---|--|--|--|--|
|    | Type of shareholders  |    |   |  |  |  |  |
|    | Individual  | 1. | Existing IDeAS user can visit the e-Services website of   |  |  |  |  |
|    | Shareholders holding  |    | NSDL Viz. <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal    |  |  |  |  |
|    | securities in demat mode with NSDL.   |    | Computer or on a mobile. On the e-Services home page  |  |  |  |  |
|    | mode with NSDL.   |    | click on the "Beneficial Owner" icon under "Login"  |  |  |  |  |
|    |   |    | which is available under ' <b>TDeAS</b> ' section, this will prompt                                   |  |  |  |  |
|    |   |    | you to enter your existing User ID and Password. After  |  |  |  |  |
|    |   |    | successful authentication, you will be able to see e-Voting   |  |  |  |  |
|    |   |    | services under Value added services. Click on "Access to  |  |  |  |  |
|    |   |    | e-Voting" under e-Voting services and you will be able to   |  |  |  |  |
|    |   |    | see e-Voting page. Click on company name or e-Voting  |  |  |  |  |
|    |   |    | service provider i.e. NSDL and you will be re-directed to   |  |  |  |  |
|    |   |    | e-Voting website of NSDL for casting your vote during the   |  |  |  |  |
|    |   |    | remote e-Voting period.   |  |  |  |  |
|    |   | 2. | If you are not registered for IDeAS e-Services, option to   |  |  |  |  |
|    |   |    | register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> . Select |  |  |  |  |
|    |   |    | "Register Online for IDeAS Portal" or click at  |  |  |  |  |
|    |   |    | https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp   |  |  |  |  |
|    |   | 3. | Visit the e-Voting website of NSDL. Open web browser by   |  |  |  |  |
|    |   |    | typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a>   |  |  |  |  |
|    |   |    | either on a Personal Computer or on a mobile. Once the  |  |  |  |  |
|    |   |    | home page of e-Voting system is launched, click on the  |  |  |  |  |
|    |   |    | icon "Login" which is available under   |  |  |  |  |
|    |   |    | 'Shareholder/Member' section. A new screen will open.   |  |  |  |  |
|    |   |    | You will have to enter your User ID (i.e. your sixteen digit  |  |  |  |  |
|    |   |    | demat account number hold with NSDL), Password/OTP  |  |  |  |  |
|    |   |    | and a Verification Code as shown on the screen. After   |  |  |  |  |
|    |   |    | successful authentication, you will be redirected to NSDL   |  |  |  |  |
|    |   |    | Depository site wherein you can see e-Voting page. Click  |  |  |  |  |
|    |   |    | on company name or e-Voting service provider i.e. NSDL  |  |  |  |  |
|    |   |    | and you will be redirected to e-Voting website of NSDL for  |  |  |  |  |
|    |   |    | casting your vote during the remote e-Voting period.  |  |  |  |  |
|    |   | 4. | Shareholders/Members can also download NSDL Mobile  |  |  |  |  |
|    |   |    | App "NSDL Speede" facility by scanning the QR code  |  |  |  |  |
|    |   | Ī  | mentioned below for accordage veting evening -  |  |  |  |  |

mentioned below for seamless voting experience.

#### **NSDL** Mobile App is available on









Individual
Shareholders holding
securities in demat
mode with CDSL

- 1. Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or <a href="www.cdslindia.com">www.cdslindia.com</a> and click on New System Myeasi.
- 2. After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of **e-Voting service provider i.e. NSDL.** Click on **NSDL** to cast your vote.
- 3. If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a>
- 4. Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in <a href="www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. **NSDL** where the e-Voting is in progress.

Individual
Shareholders (holding securities in demat mode) login through their depository participants

You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues

related to login through Depository i.e. NSDL and CDSL.

| Login type   | Helpdesk details  |  |  |
|--|---|--|--|
| Individual Shareholders holding securities in demat mode with      | Members facing any technical issue in login can contact NSDL helpdesk by sending a request at   |  |  |
| NSDL William Mode William  | evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30  |  |  |
|  | 370 and 1800 22 1180  |  |  |
| Individual Shareholders holding securities in demat mode with CDSL | Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022-23058738 or 022-23058542-43 |  |  |

B) Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

#### How to Log-in to NSDL e-Voting website?

- 1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> either on a Personal Computer or on a mobile.
- 2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
- 3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <a href="https://eservices.nsdl.com/">https://eservices.nsdl.com/</a> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

4. Your User ID details are given below:

| Manner of holding shares i.e. Demat | Your User ID is:                        |  |  |
|-------------------------------------|---|--|--|
| (NSDL or CDSL) or Physical          |   |  |  |
| a) For Members who hold shares in   | 8 Character DP ID followed by 8 Digit   |  |  |
| demat account with NSDL.            | Client ID                               |  |  |
|                                     | For example if your DP ID is IN300***   |  |  |
|                                     | and Client ID is 12***** then your user |  |  |
|                                     | ID is IN300***12*****.                  |  |  |
| b) For Members who hold shares in   | 16 Digit Beneficiary ID                 |  |  |
| demat account with CDSL.            | For example if your Beneficiary ID is   |  |  |
|                                     | 12*********** then your user ID is      |  |  |
|                                     | 12*******                               |  |  |
| c) For Members holding shares in    | EVEN Number followed by Folio           |  |  |
| Physical Form.                      | Number registered with the company      |  |  |
|                                     | For example if folio number is 001***   |  |  |
|                                     | and EVEN is 101456 then user ID is      |  |  |
|                                     | 101456001***                            |  |  |

- 5. Password details for shareholders other than Individual shareholders are given below:
  - a) If you are already registered for e-Voting, then you can user your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
  - c) How to retrieve your 'initial password'?
    - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
    - (ii) If your email ID is not registered, please follow steps mentioned below

#### in process for those shareholders whose email ids are not registered

- 6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on "<u>Forgot User Details/Password?</u>"(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
  - b) **Physical User Reset Password?**" (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
- 7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 8. Now, you will have to click on "Login" button.
- 9. After you click on the "Login" button, Home page of e-Voting will open.

# Step 2: Cast your vote electronically on NSDL e-Voting system.

## How to cast your vote electronically on NSDL e-Voting system?

- 1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle.
- 2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period.
- 3. Now you are ready for e-Voting as the Voting page opens.
- 4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 5. Upon confirmation, the message "Vote cast successfully" will be displayed.
- 6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- 7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

#### **General Guidelines for shareholders**

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to <a href="mayur@alpassociates.in">mayur@alpassociates.in</a>with a copy marked to <a href="mayur@alpassociates.in">evoting@nsdl.co.in</a>. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking

- on "Upload Board Resolution / Authority Letter" displayed under "e-Voting" tab in their login.
- 2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.
- 3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of <a href="https://www.evoting.nsdl.com">www.evoting.nsdl.com</a> or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request to Ms. Pallavi Mhatre, Senior Manager, NSDL at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a>

#### EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

# Item No. 1 - Appointment of Mrs. Parul Surana (DIN: 06948926) as an Independent Director of the Company.

The Board of Directors, on the recommendation of Nomination and Remuneration Committee, appointed Mrs. Parul Surana, as an Additional Director designated as Independent Director of the Company, with effect from February 14, 2023, under Section 149, 150, 152 and 161 of the Companies Act, 2013 and Articles of Association of the Company subject to the approval of Members and any other approval as may be required from time to time.

Pursuant to amendment (effective from 1<sup>st</sup> January 2022) to Regulation 17(1C) of SEBI (Listing Obligations& Disclosure Requirements) Regulations, 2015, Mrs. Parul Surana shall hold office upto the date of next Annual General Meeting or for a period of three months from the date of appointment, whichever is earlier.

The Company has received a declaration from Mrs. Parul Surana, being eligible for appointment as Independent Director providing her consent in writing to act as Director in Form DIR-2 pursuant to Rule 8 of the Companies (Appointment & Qualification of Directors) Rules, 2014, as amended from time to time. She is not disqualified from being appointed as Director in terms of Section 164 of the Companies Act, 2013, as amended from time to time.

The Company has also received a declaration from Mrs. Parul Surana confirming the criteria of Independence as prescribed under Section 149(6) of the Companies Act, 2013, under the Regulation 16(b) of the SEBI Listing Regulations, as amended from time to time confirming that she does not have any interest in any member and fiduciary relationship with any of the shareholders of the Company and do not have any interested positions in commercial contracts and financial affairs of the Company.

In terms of Section 160 of the Act, the Company has received a notice in writing from a member proposing the candidature of Mrs. Parul Surana to be appointed as an Independent Director of the Company as per the provisions of the Act.

Mrs Parul Surana is an Indian Citizen aged 35 years residing in Kolkata. She is a Fellow Member of The Institute of Company Secretaries of India. She has an experience of more than 15 years in the field of Compliance and Governance. She also has an experience of more than 10 years in Finance.

In the opinion of the Board, Mrs. Parul Surana fulfils the conditions specified in the Act and the SEBI Listing Regulations, and is independent of the management. The Board considers that her association would be of immense benefit to the Company, and it is desirable to avail services of Mrs. Parul Surana as an Independent Director. Mrs. Parul Surana meets the following skills and capabilities required for the role as an Independent Director.

A copy of the draft Letter of Appointment for Independent Directors is available for inspection through electronic mode, basis the request being sent on <a href="mailto:paragoncal@gmail.com">paragoncal@gmail.com</a>.

Except Mrs. Parul Surana, being an appointee, none of the Directors or Key Managerial Personnel of the Company or their relatives is concerned or interested, financially or otherwise, in the resolution as set out in the Notice.

The Board of Directors based on the recommendations of the Nomination and remuneration Committee considers the appointment of Mrs. Parul Surana as an Independent Director in the interest of the Company and recommends the Special Resolution as set out in the Notice for approval of Members.

Disclosure under Regulation 36(3) of the Listing Regulations and Secretarial Standard-2 issued by the Institute of Company Secretaries of India are set out in the Annexure to the Explanatory Statement. This Explanatory Statement may also be regarded as an appropriate disclosure under the Listing Regulations.

By order of the Board of Directors For **Paragon Finance Limited** 

Sd/-

Place: Kolkata
Date: February 14, 202

Date: February 14, 2023.

Mr. Sanjay Kumar Gupta Company Secretary and Director Membership No. F6943

## **ANNEXURETOTHEEXPLANATORYSTATEMENT:**

Additional Information on Director recommended for appointment/re-appointment as required under Regulation 36(3) of SEBI Listing Regulation, and Secretarial Standards-2 as prescribed by the Institute of Company Secretaries of India.

| Sl.<br>No. | Name of Director  | Mrs. Parul Surana  |  |  |  |  |  |
|------------|---|--|--|--|--|--|--|
| 1          | DIN   | 06948926   |  |  |  |  |  |
| 2          | Date of Birth   | April 20, 1987   |  |  |  |  |  |
| 3          | Age   | 35 years   |  |  |  |  |  |
| 4          | Date of First Appointment On the Board  | February 14, 2023 as an Additional Director designated as Independent Director.  |  |  |  |  |  |
| 5          | Qualifications  | Fellow Member of Institute of Company Secretaries of India   |  |  |  |  |  |
| 6          | Experience and expertise in Specific functional Area  | More than 15 years of experience in the field of Compliance and Governance and experience of more than 10 years in Finance |  |  |  |  |  |
| 7          | Terms and conditions of appointment or reappointment  | As per the Nomination Remuneration & Board Diversity Policy of the Company   |  |  |  |  |  |
| 8          | Details of remuneration Sought to be paid.  | As per the terms of Appointment  |  |  |  |  |  |
| 9          | Details of remuneration last<br>Drawn   | As per the terms of Appointment  |  |  |  |  |  |
| 10         | Attendance at Board, Committee& General Meetings held from the date of her appointment and Postal ballot Notice | Board Meetings one out of one  | Board Committee Meetings  Not applicable | Annual General Meeting  Not applicable |  |  |  |
| 11         | Number of Shares held in<br>Equity Capital of the<br>Company  | Nil  |  |  |  |  |  |
| 12         | Directorship held in other<br>Indian Listed Companies   | None   |  |  |  |  |  |
| 13         | Chairman/Member of Committees of Board of Director of other Listed Companies                                    | (i) None   |  |  |  |  |  |
|            | Disclosure of relationships<br>between Directors/KMP<br>inter-se  | None   |  |  |  |  |  |

By order of the Board of Directors For **Paragon Finance Limited** 

Sd/-

Place: Kolkata

Date: February 14, 2023.

Mr. Sanjay Kumar Gupta

Company Secretary and Director

Membership No. F6943