

14 Nov 2019

To

The National Stock Exchange of India Limited
Exchange Plaza, Plot No: C1,
G Block, Bandra Kurla Complex, Bandra (East),
Mumbai - 400051

Symbol: RKEC

OUTCOME OF THE MEETING OF THE BOARD OF DIRECTORS HELD ON 14 NOV 2019

Dear Sir/ Madam,

This is to inform you that a meeting of the Board of Directors was held today i.e., 14 Nov 2019 at 11:00 A.M at the Registered Office of the Company situated at Door No. 10-12/1, Rednam Alcazar, 3rd Floor, Opp. SBI Main Branch, Rednam Gardens and the following is the outcome of the Board Meeting:

1. The Board of Directors of the Company has noted and/or approved the Standalone and Consolidated Un-Audited Financial Results for the Half Year ended on 30 Sep, 2019.
2. Acceptance of Resignation of CS Vijay Kumar Jannada with effect from 05 Dec 2019.
3. Appointment of CS Deepika Rathi, Membership No. A53083, with effect from 06 Dec 2019.

*Brief Profile of CS Deepika Rathi attached herewith.

The meeting was commenced at 11:00 A.M. and concluded at 7:30 P.M.

Thanking you

Sincerely Yours

For RKEC Projects Limited



Vijay Kumar Jannada
Company Secretary & Compliance Officer
Memb. No. A41810



RKEC Projects Limited

GST No. : 37AACCR9682A1Z8

10-12-1, 3rd Floor, Rednam Alcazar, Rednam Gardens, Opp. SBI Main Branch, Visakhapatnam-530 002
M: 0891-2574517 Tele Fax: 0891-2574703 Email: info@rkecprojects.com, Website: www.rkecprojects.com

DEEPIKA RATHI

D.no.9-25-3/8, Sarswati Villa,
CBM Compound,
Near Timpany ICSE School
Visakhapatnam, -530003
Andhra Pradesh, India.

Company Secretary | Email- deepikasubham@gmail.com | Contact- 8008210101

CAREER OBJECTIVE

To be utilised effectively for the targeted goals of the organisation , get a skill oriented Challengeable position in professionally managed Organisation and active participation in Middle management's activities to arrive at the material and virtual target with the help of smooth and creative team members and team work for the Organisation.

EDUCATIONAL QUALIFICATIONS

QUALIFICATION	INSTITUTION	YEAR OF PASSING
Company Secretary	Institute of Company Secretaries of India	2016
Bachelor of Commerce	University of Bikaner	2004
Standard 12	Board of Secondary Education, Rajasthan	2001
Standard 10 (ICSE)	Dreamland School, Kolkata	1999

TRAINING EXPERIENCE

Completed 15 Months Company Secretary Management Training with A.V.V.S.S.CH.B.SEKHAR BABU , Practicing Company Secretary , Visakhapatnam.

WORK EXPERIENCE

Two Years working experience (2017-2019) with A.V.V.S.S.CH.B.SEKHAR BABU , Practicing Company Secretary , Visakhapatnam.

WORK RESPONSIBILITIES UNDER COMPANY LAW AND OTHER LAWS

- Incorporation of various Companies as per Companies Act 2013.
- Incorporation of LLPs.
- Secretarial Audit and it's Report preparation.
- Preparation of Documents required for conversion of Public Company to Private Company.
- Preparation of Director's Report, Resolutions and Minutes of Various Companies.
- Alteration of Memorandum of Association and Articles of Association.
- Change of Directors in the Company.
- Annual Filing of various Companies.
- Appointment of Auditor , Company Secretary etc.
- Preparation of Petition for removal of Disqualification Directors who are disqualified under Sec. 164.
- Well-versed with the MCA Online Portal
- Preparation of new forms relating to Companies Act on event basis.

Not only practical knowledge but also learnt many soft skills like Team Work , coordinaton , official communications, file management etc.

TRAININGS

1. Holding Membership of The Institute of Cost Accountants of India with Membership Number A53083.
2. Completed student induction programme.
3. Completed computer training from Aptech.
4. Completed 15 days MSOP from Bengaluru Chapter.
5. Completed 15 days Academic Program of The Institute of Company Secretaries of India (I.C.S.I).

IT SKILLS AND COURSES

Operating System- Well versed with Windows 2000/ XP/10

Application Package – Working experience with MS Office, Internet.

Strengths:

- Commitment.
- Taking Initiative.
- Risk taking.
- Proactive in adapting changing environment.
- Problem solving skills

PERSONAL PROFILE

Husband Name: Susiil Rathi

Date of Birth: 21st February 1983

Languages Known: English, Hindi, Telgu, Bengali, Rajasthani

Marital Status: Married

Hobbies: Reading, Teaching, Learning and exploring

DECLARATION:-

I hereby declare that all the above information provided by me is true to the best of my knowledge and I am ready to provide testimonials as and when required.

Place: Visakhapatnam

Deepika Rathi

Date: 08/11/2019

