To,
The Board of Directors,
Sunraj Diamond Exports Limited ("**Company**"),
Everest Building, Office Number D9,
5th Floor, 156 Tardeo Main Road,
Mumbai - 400034.

Re: 4/2023-2024 Board Meeting on Tuesday, 13th February, 2024 at 3.30 p.m.

Dear Sirs,

NOTICE is hereby given that the 4/2023-2024 Meeting of Board of Directors of the Company will be held on Tuesday, 13th February, 2024 at Everest Building, Office Number D9, 5th Floor, 156 Tardeo Main Road, Mumbai - 400034 at 3.30 pm to transact the business as mentioned in agenda. The agenda and notes to agenda are enclosed herewith for your perusal and information.

Please make it convenient to attend the meeting. If you are unable to attend a meeting, leave of absence should be specifically requested for by way of a communication addressed to the Company prior to the date of the meeting.

Thanking you,
Yours Faithfully,

For and on behalf of Board of Directors of
Sunraj Diamond Exports Limited

.....
Sunny Sunil Gandhi
Director
DIN: 00695322

Place: Mumbai
Date: 02/02/2024.

Encl: Agenda and notes to agenda.

AGENDA FOR THE 4/2023-2024 MEETING OF THE BOARD OF DIRECTORS OF SUNRAJ DIAMOND EXPORTS LIMITED TO BE HELD ON TUESDAY, 13TH FEBRUARY, 2024 AT THE REGISTERED OFFICE OF THE COMPANY AT EVEREST BUILDING, OFFICE NUMBER D9, 5TH FLOOR, 156 TARDEO MAIN ROAD, MUMBAI – 400034 AT 03.30 P.M.

1. To elect the Chairman of the meeting.
2. To Determine Quorum & Mode of attendance.
3. To grant leave of absence, if any, to the Directors who are unable to attend the meeting.
4. To take note of the minutes of the previous Board meeting held on 09th November, 2023.
5. To take note of the Circular Resolutions passed since last Board Meeting.
6. To consider, review and take note of the proceedings of the Stakeholders Relationship Committee Meeting.
7. To consider, review and take note of the proceedings of the Audit Committee Meeting.
8. To consider, review and take note of the proceedings of the Nomination and Remuneration Committee Meeting.
9. To consider and approve unaudited Financial Results for the quarter and nine months ended as on 31st December, 2023.
10. Any other item with the permission of the Chair.
11. Vote of Thanks.

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NOTES TO THE AGENDA

1. **ITEM NO. 01: TO ELECT CHAIRMAN OF THE MEETING:**
   The members of board to elect any one among themselves as Chairman of the meeting.

2. **ITEM NO. 02: TO DETERMINE QUORUM & MODE OF ATTENDANCE:**
   The Chairman to determine Quorum and mode of attendance.

3. **ITEM NO. 03: LEAVE OF ABSENCE:**
   Leave of absence will be granted to the Directors, if any, who are unable to attend the Board meeting. Formal letter or intimation via email by any Director of the Company, prior to the date of the meeting who is unable to attend the Board meeting will be taken into consideration.

4. **ITEM NO. 04: CONFIRMATION OF MINUTES:**
   To confirm and sign Minutes of the previous Board Meeting held on 09th November, 2023.

5. **ITEM NO. 05: TO TAKE NOTE OF THE CIRCULAR RESOLUTIONS PASSED SINCE LAST BOARD MEETING:**
   The Chairman to place before the Board circular resolutions passed since last Board Meeting.

   The Board to take note of the same.

6. **ITEM NO. 06: TO CONSIDER, REVIEW AND TAKE NOTE OF THE PROCEEDINGS OF THE STAKEHOLDERS REALTIONSHIP COMMITTEE MEETING:**
   The Chairman to place before the Board the proceedings of the Stakeholders Relationship Committee Meeting for their noting and approval.

7. **ITEM NO. 07: TO CONSIDER, REVIEW AND TAKE NOTE OF THE PROCEEDINGS OF THE AUDIT COMMITTEE MEETING:**
   The Chairman to place before the Board the proceedings of the Audit Committee Meeting for their noting and approval.

8. **ITEM NO. 08: TO CONSIDER, REVIEW AND TAKE NOTE OF THE PROCEEDINGS OF THE NOMINATION REMUNERATION COMMITTEE MEETING:**
   The Chairman to place before the Board the proceedings of the Nomination and Remuneration Committee Meeting for their noting and approval.

9. **ITEM NO. 09: TO CONSIDER AND APPROVE UNAUDITED FINANCIAL RESULTS FOR THE QUARTER AND NINE MONTHS ENDED AS ON 31ST DECEMBER, 2023:**

As per Regulation 33 of the SEBI (Listing Obligations & Disclosure Requirements) Regulation, 2015 the Un-audited Financial Results together with the Limited Review Report of the Company for the quarter and nine months ended as on 31st December, 2023 will be placed before the Board of Directors for approval. The Board to discuss and pass the following resolution with or without any modification(s);

"RESOLVED THAT the Un-audited Financial Results together with the Limited Review Report of the Company for the quarter and nine months ended as on 31st December, 2023 be and are hereby considered and approved and the same be submitted to the Stock Exchange in compliance with Securities Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulation, 2015.

RESOLVED FURTHER THAT for the purpose of giving effect to this resolution, Mr. Sunny Sunil Gandhi (DIN: 00695322) Whole Time Director of the Company, be and is hereby authorized to take all such steps and to do all such acts, deeds, matters and things as may deem necessary in this regard."

10. **ITEM NO. 11: ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIRMAN:**

11. **ITEM NO. 12: VOTE OF THANKS:**