

# LAFFAN SOFTWARE LIMITED

CIN: L72200AS1985PLC002426

REGD. OFF.: 205, HARIBOL ROY MARKET, 2 FLOOR, A.T. ROAD, GUWAHATI - 781 001

CORP. OFF.: 21/7, SAHAPUR COLONY, GROUND FLOOR, KOLKATA - 700 053

Web: [laffan.co.in](http://laffan.co.in)

E\_mail ID : [laffan@india.com](mailto:laffan@india.com)

Phone No.: +91 9163513467

**Date: 29.01.2019**

To,  
Head- Listing & Compliance  
Metropolitan Stock Exchange of India Ltd. (MSEI),  
4th Floor, Vibgyor Towers, Plot No. C 62,  
G Block, Opp. Trident Hotel,  
Bandra Kurla Complex, Bandra (E),  
Mumbai - 400 098.

Dear Sir/Madam,

**Sub: Submission of Reconciliation of share capital and audit report as per regulation 55A of the SEBI (Depositories and Participants) Regulations, 1996 for the quarter ended December 31, 2018.**

Please find enclosed herewith the Reconciliation of share capital and audit report as per regulation 55A of the SEBI (Depositories and Participants) Regulations, 1996 for the quarter ended December 31, 2018.

Request to update your records.

Thanking You.

Yours faithfully,

For LAFFAN SOFTWARE LIMITED

  
Swapan  
Director  
DIN: 05149442

**Encl: As above**

# K Sonee & Company

Company Secretaries

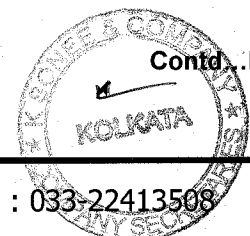
To  
The Board of Directors,  
Laffan Software Limited  
205, Haribol Roy Market, A.T. Road  
Guwahati - 781 001

I / We have examined the Register of Members, beneficiary details furnished by the Depositors and other records/documents maintained by M/s. Laffan Software Limited. (hereinafter referred to as : "the Company") and its Registrars and Share Transfer Agents for issuing this Certificate, in accordance with circular D&CC/ FITTC/CIR-16/2002, dated December 31, 2002 issued by the Securities and Exchange Board of India.

In my/our opinion and to the best of my/our information and according to the explanations given to me/us and based on such verification as considered necessary, I/We hereby certify, in respect of the quarter ended 31st Dec, 2018, that :

### Secretarial Audit Report for the Quarter ended 31st Dec, 2018

|  |  |  |   |                                 |                                 |  |
|--|--|--|---|---------------------------------|---------------------------------|--|
| <b>1 For Quarter Ended</b>   | 31st Dec, 2018   |  |   |                                 |                                 |  |
| <b>2 ISIN :</b>  | INE991F01011   |  |   |                                 |                                 |  |
| <b>3 Face Value :</b>  | 10/-   |  |   |                                 |                                 |  |
| <b>4 Name of the Company</b>   | LAFFAN SOFTWARE LIMITED                                |  |   |                                 |                                 |  |
| <b>5 Registered office Address</b>   | 205, Haribol Roy Market, A.T. Road, Guwahati - 781 001 |  |   |                                 |                                 |  |
| <b>6 Correspondence Address</b>  | Same as above  |  |   |                                 |                                 |  |
| <b>7 Telephone &amp; Fax Nos.</b>  | 9163513467   |  |   |                                 |                                 |  |
| <b>8 Email Address</b>   | laffan@india.com                                       |  |   |                                 |                                 |  |
| <b>9 Name of the Stock Exchanges where the company's securities are listed :</b>   |  |  | MSEI Ltd<br>& ASE                               |                                 |                                 |  |
|  | Number of<br>Shares                                    | % of Total Issued<br>Cap.              |   |                                 |                                 |  |
| <b>10 Issued Capital</b>   | 15221700   | 100.00                                 |   |                                 |                                 |  |
| <b>11 Listed Capital (Exchange-wise)<br/>(as per company records)</b>  | Listed   | MSEI Ltd                               | 15221700 100.00                                 |                                 |                                 |  |
|  | Listed   | ASE                                    | 15221700 100.00                                 |                                 |                                 |  |
| <b>12 Held in dematerialised form in CDSL</b>  | 0  | 0.00                                   |   |                                 |                                 |  |
| <b>13 Held in Dematerialised form in NSDL</b>  | 15073490   | 99.03                                  |   |                                 |                                 |  |
| <b>14 Physical</b>   | 148210   | 0.97                                   |   |                                 |                                 |  |
| <b>15 Total No. of shares (12+13+14)</b>   | 15221700   | 100.00                                 |   |                                 |                                 |  |
| <b>16 Reasons for difference if any, between(10&amp;11),(10&amp;15),(11&amp;15):</b>   | None   |  |   |                                 |                                 |  |
| <b>17 Certifying the details of changes in share capital during the quarter under consideration as per table below :</b>                 |  |  |   |                                 |                                 |  |
| Particulars ***  | No. of shares  | Applied/<br>Not Applied for<br>listing | Listed on Stock<br>Exchanges<br>(Specify Names) | Whether<br>intimated<br>ot CDSL | Whether<br>intimated ot<br>NSDL | In-prin.Appr.<br>Pending for SE<br>(Specify Names) |
| N.A.   | N.A.   | N.A.                                   | N.A.  | N.A.                            | N.A.                            | N.A.   |
| *** Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital Reduction<br>Forfeiture, Any other (to specify) |  |  |   |                                 |                                 |  |
| <b>18 Register of Members is updated (Yes / No)<br/>if not, updated upto which date</b>  |  |  |   | Yes                             |                                 |  |
|  |  |  |   | -                               |                                 |  |
| <b>19 Reference of previous quarter with regards to excess dematerialised shares if any.</b>   |  |  |   |                                 |                                 | N  |



# K Sonee & Company

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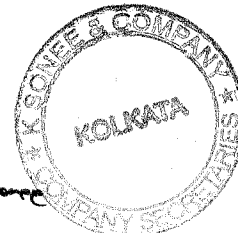
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|  |                 |   |                  |
|--|-----------------|---|------------------|
| 20 Has the company resolved the matter mentioned in point no.19 above in the current quarter ? If not, reason why ?  | NA              |   |                  |
| <b>21 Mentioned the total no. requests, if any, confirmed after 21 days and the total no.of requests Pending beyond 21 days with the reasons for delay :</b> |                 |   |                  |
| Total No. of demat requests  | No. of requests | No. of Shares   | Reasons of delay |
| Confirmed after 21 Days  | -               | -   | -                |
| Pending for more than 21 days  | -               | -   | -                |
| <b>22 Name, Telephone &amp; Fax No. of the Compliance Officer of the Co.</b>   |                 | Shri S. Sarkar<br>9163513015  |                  |
| <b>23 Name Address, Tel. &amp; Fax No. Regn. No. of the CS</b>   |                 | RAVEENA GOEL<br><br>1/1/1, Sri Mani Bagan<br>Lane.Hoara Corporation, Salkia,<br>Howrah - 711106, W.B. Phone :<br>+91 8981158495, E-mail :<br>raveenagoel123@gmail.com,<br>Membership No. : A45616 |                  |
| <b>24 Appointment of common agency for share registry work</b>   |                 | ABS CONSULTANT PRIVATE LIMITED<br>99, Stephen House, 4, B.B.D. Bagh (E),<br>Kolkata - 700001  |                  |
| <b>25 Any other detail that the auditor may like to provide. (e.g. BIER company, delisting from SE, Company Change it's name etc.)</b>                       |                 | NA  |                  |

Place : Kolkata

Date : 18.01.2018

Signature : *Kaushik Sonee*



**KAUSHIK SONEE**

C.P. No. : 14302