



December 15, 2023

To,
The Listing Department,
National Stock Exchange of India Limited,
Exchange Plaza, C-1, Block G,
Bandra (E), Mumbai- 400 051

Dear Sir/Madam,

Sub: Outcome of Board Meeting.

Ref: Regulation 30 of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015.

Symbol: KAPSTON

With reference to the subject cited above, please be noted that the Board of Directors at their meeting held today i.e., on December 15, 2023, transacted, inter-alia, the following business:

1. Appointment of Mrs. Triveni Banda, as Company Secretary and Compliance Officer (Membership no A68042) of the company with effect from December 15, 2023. The details required under Regulation 30 of the Listing Regulations are hereby given as Annexure – I.

The meeting commenced at 12. 45 P.M. and concluded at 01.30 P.M.

This is for your information and records.

Thanking you,

For KAPSTON SERVICES LIMITED

Srikanth Kodali
Managing Director
(DIN 02464623)

KAPSTON SERVICES LIMITED

(Formerly known as Kapston Facilities Management Limited)

REGISTERED OFFICE: # 287, MIG – 2, IX Phase, KPHB, Hyderabad, Telangana - 500 072, **Ph:** 98487 78241

CORPORATE OFFICE: Plot # 75, Kavuri Hills, Madhapur, Hyderabad, Telangana - 500034, **Ph:** 98487 78243

Control Room: +91 96 4050 4050 (24X7) **Email:** info@kapstonservices.com **Website:** www.kapstonservices.com

CIN. No. L15400TG2009PLC062658



Annexure I

Brief Profile of Company Secretary

S.No.	Details of events required to be provided	Information pertaining to such events
1	Reason for Change Viz. appointment, resignation, removal, death or otherwise	Appointment
2	Date of appointment	December 15, 2023
3	Term of Appointment	Not applicable
4	Brief profile	Mrs. Triveni Banda (A68042) is an Associate Member of Institute of Company Secretaries of India. She is having knowledge in legal & secretarial functions and compliances under the Companies Act, 2013, the SEBI Regulations and other statutes.
5	Disclosure of relationship between directors	Not related to any Director of the Company

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