



RECODE STUDIOS LIMITED

(Formerly Known As Recode Studios Private Limited)

#R-89, Phase-V, Focal Point, Ludhiana, Punjab 141010, India

Toll Free : 1800 419 4959

E-mail : support@recodestudios.com

Visit us at : www.recodestudios.com

CIN : L74999PB2021PLC053619

Date: 01.09.2026

To

**BSE Limited
Department of Corporate Services
25th Floor, PJ Towers, Dalal Street, Mumbai, 400001**

SCRIP CODE: 544755

SYMBOL: RECODE

ISIN: INE2B6701015

Subject: Outcome of Board Resolutions passed by Circulation by the Board of Directors of the Company under Regulation 30 of the SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015 for Appointment of Company Secretary and Compliance Officer of the Company.

Dear Sir/ Madam,

This is to inform that the Board of Directors of the Company passed following resolution by circulation on Tuesday 01st September, 2026:-

- 1. To consider and approve appointment of Ms. Rishita Mall (Membership No. A71581) as Company Secretary and Compliance Officer of the Company.**

Pursuant to Regulation 30 read with Schedule III of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), we wish to inform you that the Board of Directors of the Company, by way of a resolution passed by circulation on Tuesday, September 01, 2026, has approved the appointment of **Ms. Rishita Mall (Membership No. A71581)** as the Company Secretary and Compliance Officer of the Company, with effect from 01st September, 2026

The requisite details as required under Regulation 30 read with Schedule III – Para A of Part A of the SEBI LODR Regulations and SEBI Master Circular No. HO/49/14/14(7)2025-CFDPOD2/1/3762/2026 dated 30th January, 2026 are enclosed herewith as **Annexure-A**.

You are requested to take the above-mentioned information on your record.

**Thanking You,
For Recode Studios Limited**

**Dheeraj Bansal
Managing Director
DIN: 09205916**



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Annexure-A

Information required under Regulation 30 read with Schedule III - Para A of Part A of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the SEBI Master Circular No. HO/49/14/14(7)2025-CFD-POD2/1/3762/2026 dated January 30, 2026

Sr. No.	Particulars	Details
1.	Reason for change viz. appointment , re-appointment, resignation, removal, death or otherwise;	Appointment of Ms. Rishita Mall a qualified Company Secretary (Membership No. A71581) as Company Secretary and Compliance Officer of the Company.
2.	Date of appointment /re-appointment/cessation (as applicable) & term of appointment/re-appointment	01 st September, 2026.
3.	Brief Profile (In case of Appointment)	Attached herewith.
4.	Disclosure of relationships between directors (in case of appointment of a director)	None

CS
RISHITA MALL
COMPANY SECRETARY

CONTACT

+91 85919 83629
csrishitamall@gmail.com
Ludhiana, Punjab, India

MEMBERSHIP

Associate Member
Institute of Company Secretaries of
India (ICSI)
Membership No. A71581

CORE AREAS

- Companies Act, 2013 Compliance
- FEMA & RBI Reporting
- SEBI / LODR Compliance
- Corporate Governance
- Secretarial Audit
- ROC Filings & Annual Returns
- Board & AGM Support
- Legal Drafting & Documentation
- Due Diligence & Risk Advisory

KEY STRENGTHS

- Regulatory precision
- Deadline-driven filings
- Cross-functional coordination
- Stakeholder communication

PROFILE SUMMARY

Diligent, detail-oriented Company Secretary with hands-on, in-house experience managing end-to-end statutory and regulatory compliance for a private limited company. Holding Membership No. A71581 with ICSI, with strong working knowledge of the Companies Act, 2013, FEMA regulations, and SEBI compliance — gained through direct responsibility for corporate governance, secretarial administration, and regulatory reporting. Combines regulatory precision with practical, business-first thinking, and is known for meeting tight statutory deadlines without compromising on accuracy.

EXPERIENCE

Company Secretary *Perfect Mettcast Private Limited*
01 August 2023 – 21 August 2026 | Ludhiana, Punjab

In-house Company Secretary at Perfect Mettcast Private Limited (CIN: U27310PB2006PTC030249), responsible for the company's secretarial function and regulatory compliance under the Companies Act, FEMA and Corporate Governance.

- Managed end-to-end compliance under the Companies Act, 2013, including statutory registers, minute books, and corporate records.
- Handled ROC filings such as AOC-4, MGT-7, and other event-based and annual e-forms within prescribed timelines.
- Coordinated Board, Committee, and Annual General Meetings, including drafting notices, agendas, resolutions, and minutes.
- Managed FEMA compliance including FDI/ODI reporting and RBI filings such as FC-GPR, FC-TRS, and the annual FLA return.
- Conducted internal compliance checks and supported secretarial audit processes to identify and close gaps.
- Drafted and vetted corporate agreements, resolutions, policies, and secretarial documentation.
- Liaised between management, statutory auditors, and regulatory authorities on governance matters.
- Supported due diligence exercises and risk assessments for corporate transactions and filings.

EDUCATION & CREDENTIALS

Associate Company Secretary (ACS), Institute of Company Secretaries of India (ICSI) — Membership No. A71581