

ONLINE INFORMATION TECHNOLOGIES LIMITED

REGD. OFF.: 205, HARIBOL ROY MARKET, 2ND FLOOR, A.T.ROAD, GUWAHATI-781001

CORP. OFF.: 21/7, SAHAPUR COLONY, GROUND FLOOR, KOLKATA-700053

CIN: L74140AS1985PLC002335

Web: onlineinfotech.co.in

E-mail ID: online.information@yahoo.com

Phone No.: +91 9163513015

January 20, 2022

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

Sub: Submission of Covering letter of Reconciliation of Share Capital Audit Report as per Regulation 76 of the Securities and Exchange Board of India (Depositories and Participants) Regulation, 2018

Dear Sir,


Please find enclosed herewith covering letter of Reconciliation of Share Capital Audit Report as per Regulation 76 of the Securities and Exchange Board of India (Depositories and Participants) Regulation, 2018 for the Quarter ended on December 31, 2021 for your necessary records and kind perusal.

Request to update your records.

Thanking You.

Yours faithfully,

For Online Information Technologies Limited


Swapan Sarkar
Director
DIN: 05149442

Encl: As above



Ref.

Date.....

To
The Board of Directors,
Online Information Technologies 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. Online Information Technologies Ltd. (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 December, 2021, that :

Secretarial Audit Report for the Quarter ended 31st December, 2021

1 For Quarter Ended	31st December, 2021		
2 ISIN :	INE831F01019		
3 Face Value :	10/-		
4 Name of the Company	ONLINE INFORMATION TECHNOLOGIES LIMITED		
5 Registered office Address	205, Haribol Roy Market, A.T. Road, Guwahati - 781 001		
6 Correspondence Address	21/7, Sahapur Colony, Ground Floor, Kolkata-700053		
7 Telephone & Fax Nos.	9163513467		
8 Email Address	online.information@yahoo.com		
9 Name of the Stock Exchanges where the company's securities are listed :	MSEI Ltd.		
		Number of Shares	% of Total Issued Cap.
10 Issued Capital		15928100	100.00
11 Listed Capital (Exchange-wise) (as per company records)	Listed	MSEI Ltd.	15928100 100.00
12 Held in dematerialised form in CDSL		0	0.00
13 Held in Dematerialised form in NSDL		141150	0.89
14 Physical		15786950	99.11
15 Total No. of shares (12+13+14)		15928100	100.00
16 Reasons for difference if any, between(10&11),(10&15),(11&15):	None		

17 Certifying the details of changes in share capital during the quarter under consideration as per table below :

Particulars ***	No. of shares	Applied/ Not Applied for listing	Listed on Stock Exchanges (Specify Names)	Whether intimated ot CDSL	Whether intimated ot NSDL	In-prin.Appr. Pending for SE (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 Forfeiture, Any other (to specify)

18 Register of Members is updated (Yes / No) if not, updated upto which date	Yes
	-





Ref.

Date.....

19 Reference of previous quarter with regards to excess dematerialised shares if any.	N
20 Has the company resolved the matter mentioned in point no.19 above in the current quarter ? If not, reason why ?	NA

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 :

Total No. of demat requests	No. of requests	No. of Shares	Reasons of delay
Confirmed after 21 Days	-	-	-
Pending for more than 21 days	-	-	-

22 Name, Telephone & Fax No. of the Compliance Officer of the Co.	SMT. SUNANDA BOTHRA Membership No. 45605
23 Name Address, Tel. & Fax No. Regn. No. of the CS	PAWAN DALMIA Diamond Arcade, 6th Floor, Room No. 603A, 68, Jessore Road, Kolkata-700055 Membership No.9968 COP No.10956 Ph:033 40051407
24 Appointment of common agency for share registry work	ABS CONSULTANT PRIVATE LIMITED 99, Stephen House, 4, B.B.D. Bagh (E), Kolkata - 700001
25 Any other detail that the auditor may like to provide. (e.g. BIER company, delisting from SE, Company Change it's name etc.)	NA

Place : Kolkata

Signature :

Date : 19/01/2022

UDIN NO.: F009968C002222882



Pawan Dalmia
P. DALMIA & ASSOCIATES
Practising Company Secretary
Cop No. 10956

CS PAWAN DALMIA
Membership No. FCS 9968