

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (COMPANY NAME) HELD AT THE REGISTERED OFFICE THE COMPANY AT (ADDRESS) ON (DAY),(DATE) AT (TIME).

RESOLUTION FOR APPOINTMENT OF ALTERNATE DIRECTOR

“RESOLVED THAT pursuant to the section 61(2) and all other applicable provisions of the Companies Act 2013, (including any statutory modification, enactment(s) or re-enactment(s) therefore for the time being in force) variations as may be approved any acceptable to the appointee, the consent of the board of directors be and is hereby accorded for the appointment of Mr _____ as the alternate Director of the company from a period of _____. And the payment of remuneration for the aforesaid period on the terms and conditions as approved by the remuneration committee in its meeting.

FURTHER RESOLVED THAT Mr. ___ shall vacate his office and when Mr. (name of original director) returns to his work.

FURTHER RESOLVED THAT ___ (name of alternate director) be and is hereby authorized to take all necessary action to implement the above board resolution.

For **XYZ PVT LTD**

Director Name

DIN:

DATE:

PLACE: