**BOARD RESOLUTION [REMOVING/APPOINTING] COMPANY SECRETARY OF [INSERT NAME OF DIFC COMPANY]**

We, [insert names of the current directors] do hereby certify that we are the duly appointed directors of [insert name of DIFC Company], a [select the company type: Private / Public] Company organised and existing under the laws of Dubai International Financial Centre (the “Company”), and that the resolutions set forth below were duly adopted by the board of directors of the Company on this day [insert day] of [insert month] [insert year] and that the said resolution has not been modified or rescinded and is now in full force and effect and is in conformity with the provisions of the Articles of Association of the Company:

**RESOLVED**, that **[insert the name of secretary to be removed]** be replaced as the company secretary of the Company and **[insert the name of replacement secretary]** be appointed instead, with effect from this day [insert day] of [insert month] [insert year].

**RESOLVED**, to withdraw, revoke, terminate and rescind all powers granted to **[insert the name of secretary to be removed]** to act on behalf of, or to represent, the Company as a company secretary, officer or in any other capacity to exercise actual or apparent authority to act in any manner whatsoever on behalf of the Company.

**RESOLVED**, to grant all powers to **[insert the name of replacement secretary]** to act on behalf of, or to represent the Company as a company secretary, officer or in any other capacity to exercise actual or apparent authority to act in any manner whatsoever on behalf of the Company.

**RESOLVED**, that pursuant to requirements of the Companies Law, DIFC Law No. 5 of 2018, the Company will file necessary documents with the DIFC Registrar of Companies within 30 days of the date of this resolution in order to update the records of the Company with the Registrar.

This resolution is duly executed by,

……………………………………… ……………...……………….

**[insert name] [insert name]**

[Chairman / Director] Director

……………………………………… ……………...……………….

**[insert name] [insert name]**

Director Director

……………………………………… ……………...……………….

**[insert name] [insert name]**

Director Director