

# CEETA INDUSTRIES LIMITED

**Registered Office:** Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur-572104

**Email:** accounts@ceeta.com, **Website:** www.ceeta.com; **Phone:** 91-816-2212686, **Fax:** 91-816-2211352

## NOTICE

NOTICE is hereby given that the **34<sup>th</sup> Annual General Meeting** of the Company will be held at the Registered Office of the Company at Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur - 572104, Karnataka on Monday, the 24<sup>th</sup> September, 2018 at 11.30 A.M. to transact the following business:-

### ORDINARY BUSINESS

1. To consider and adopt the Audited Standalone and Consolidated Financial Statements for the Financial Year ended on 31<sup>st</sup> March, 2018 and the Reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of Mrs. Uma Poddar (DIN 07140013), who retires by rotation and being eligible, offers herself for re-appointment.
3. To appoint Statutory Auditor(s) of the company to hold office from the conclusion of this AGM until the conclusion of the 39<sup>th</sup> AGM and to fix their remuneration and to consider and pass the following resolution as **ORDINARY RESOLUTION** -

“RESOLVED THAT pursuant to the provisions of Sections 139 and 142 and other applicable provisions, if any, of the Companies Act, 2013, M/s. Ruwatia & Associates, Chartered Accountants (ICAI Firm Registration Number 324276E), be and is hereby appointed as the Statutory Auditors of the Company, in place of M/s. Agarwalla Ajay Kumar & Co, Chartered Accountants, who due to preoccupation has expressed his unwillingness to continue as Statutory Auditors of the Company, for a term of five consecutive years commencing from the conclusion of this Annual General Meeting (AGM) till the conclusion of the 39<sup>th</sup> AGM of the Company and the Board of Directors/Committee of the Board be and is hereby authorized to fix their remuneration plus other applicable expenses in connection with Statutory Audit and/or continuous audit and such other remuneration, as may be decided to be paid by the Board/Committee of the Board for performing duties if any other than those referred to hereinabove and the remuneration so fixed may be paid at such intervals during the year as may be decided by the Board/Committee of the Board.”

### SPECIAL BUSINESS

4. To consider and if thought fit, to pass with or without modification(s), the following resolution as an **ORDINARY RESOLUTION**:

“RESOLVED THAT pursuant to the applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Qualification of Directors) Rules 2014 as amended from time to time, Mr. Gautam Modi (DIN 06482645), in respect of whom the Company has received a notice in writing from a Member under the provisions of Section 160 of the Companies Act, 2013 proposing his candidature for the office of a Director of the Company, be and is hereby appointed as a Director of the Company whose period of office shall be liable to retire by rotation”.

5. To consider and if thought fit, to pass with or without modification(s), the following resolution as an **SPECIAL RESOLUTION**:

“RESOLVED that pursuant to the provisions of Sections 149, 150, 152 and any other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule IV to the Companies Act, 2013 and other laws as may be applicable, Mr. Om Prakash Kedia (DIN 03596892), Director of the Company, be and is hereby appointed as an Independent Director of the Company with effect from 1st October, 2018 to hold office for five consecutive years for a term up to 30th September, 2023, not liable to retire by rotation, notwithstanding that he has attained the age of 75 years.”

# CEETA INDUSTRIES LIMITED

6. To consider and if thought fit, to pass with or without modification(s), the following resolution as a SPECIAL RESOLUTION:

“RESOLVED that pursuant to the provisions of Sections 149, 150, 152 and other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule IV to the Companies Act, 2013 and other laws as may be applicable, Mr. Arabinda De (DIN 00028093), Director of the Company, be and is hereby reappointed as an Independent Director of the Company with effect from 1<sup>st</sup> April, 2019, to hold office for five consecutive years for a term up to 31<sup>st</sup> March, 2024, not liable to retire by rotation, notwithstanding that he will attain the age of 75 years over the course of his tenure of such reappointment.”

7. To consider and if thought fit, to pass with or without modification(s), the following resolution as a SPECIAL RESOLUTION:

“RESOLVED that pursuant to the provisions of Sections 149, 150, 152 and other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule IV to the Companies Act, 2013 and other laws as may be applicable, Mr. Sushil Kumar Chhawchharia (DIN 00007780), Director of the Company, be and is hereby reappointed as an Independent Director of the Company with effect from 1<sup>st</sup> April, 2019, to hold office for five consecutive years for a term up to 31<sup>st</sup> March, 2024, not liable to retire by rotation, notwithstanding that he will attain the age of 75 years over the course of his tenure of such reappointment.”

8. To consider and if thought fit, to pass with or without modification(s), the following resolution as a SPECIAL RESOLUTION:

“RESOLVED THAT pursuant to Section 186 and other applicable provisions, if any, of the Companies Act, 2013 and the Rules made thereunder (including any statutory modification thereof for the time being in force and as may be enacted from time to time), the consent of the members be and is hereby accorded to the Board of Directors (hereinafter referred to as "the Board" which term shall be deemed to include any Committee or any person(s) authorized by the Board) for making loans or for giving guarantees or providing securities to body corporate or other person/entity and/or investment(s) in securities by way of subscription, purchase or otherwise, of any other body corporate in excess of limits specified under the said section from time to time, as may be considered appropriate for an amount not exceeding Rs.20 crores (Rupees Twenty Crores only), in one or more tranches.”

“RESOLVED FURTHER THAT for the purpose of giving effect to the above, the Board of Directors of the Company be and is hereby authorized to finalize and execute all agreements, documents and writings and to do all acts, deeds and things in this connection and incidental thereto as they may in their absolute discretion deem fit to give effect to this resolution.”

By order of the Board

PLACE: Kolkata  
DATE: 14<sup>th</sup> August, 2018

Sneha Binani  
Company Secretary

## NOTES:

1. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote instead of himself and the proxy need not be a member of the Company. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. A member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder. Appointing a proxy does not prevent a member from attending the meeting in person if he/she so wishes.  
The form of Proxy in order to be effective, should be deposited at the Registered Office of the Company, duly completed and signed, not less than 48 hours before the commencement of the

# CEETA INDUSTRIES LIMITED

meeting. A Proxy form is sent herewith. Proxies submitted on behalf of the companies, societies etc., must be supported by an appropriate resolution/authority, as applicable.

2. The Securities and Exchange Board of India (SEBI) has mandated the submission of copy of PAN card to the Company/ Depository Participants as the case may be. Members holding shares in physical form should submit their PAN details to the Company/RTA.
3. The Register of Members and Share Transfer Books of the Company shall remain closed from 18<sup>th</sup> September, 2018 to 24<sup>th</sup> September, 2018 (both days inclusive).
4. Members are requested to notify immediately change of address, if any, to the registrar and transfer agent of the company and provide their e-mail ID.
5. Members who have shareholdings in physical form are requested to submit their shares for dematerialization at your registered depository at the earliest.

## 6. **VOTING THROUGH ELECTRONIC MEANS**

I.) In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM (“remote e-voting”) will be provided by Central Depository Services (India) Limited (CDSL).

II.) The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper. The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.

### III.) **The instructions for shareholders voting electronically are as under:**

- (i) The remote e-voting period begins on 21<sup>st</sup> September, 2018 at 10.00 A.M. and ends on 23<sup>rd</sup> September, 2018 at 5.00 P.M. During this period shareholders’ of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 17<sup>th</sup> September, 2018, may cast their vote electronically. The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is casted by the member, the member shall not be allowed to change it subsequently.
- (ii) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com) during the voting period
- (iii) Click on “Shareholders” tab.
- (iv) Now Enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Members holding shares in Physical Form should enter Folio Number registered with the Company, excluding the special characters.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.
- (vii) If you are a first time user follow the steps given below:

# CEETA INDUSTRIES LIMITED

	For Members holding shares in Demat Form and Physical Form
PAN	<p>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <p>) Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.</p> <p>) In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</p>
DOB	Enter the Date of Birth as recorded in your demat account with the depository or in the company records for your folio in dd/mm/yyyy format
Bank Account Number (DBD)	<p>Enter the Bank Account Number as recorded in your demat account with the depository or in the company records for your folio.</p> <p>) Please Enter the DOB or Bank Account Number in order to Login.</p> <p>) If both the details are not recorded with the depository or company then please enter the member-id / folio number in the Bank Account Number details field as mentioned in above instruction ( iv ).</p>

- (viii) After entering these details appropriately, click on “SUBMIT” tab.
- (ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach ‘Password Creation’ menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xi) Click on the EVSN for the relevant Company Name i.e. “**Ceeta Industries Limited**” on which you choose to vote.
- (xii) On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (xiii) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xiv) After selecting the resolution you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.
- (xv) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.
- (xvii) If Demat account holder has forgotten the same password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.

# CEETA INDUSTRIES LIMITED

- (xviii) Note for Institutional Shareholders & Custodians :
- ) Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to <https://www.evotingindia.com> and register themselves as Corporates.
  - ) A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - ) After receiving the login details they have to create a compliance user which should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
  - ) The list of accounts should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - ) A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (xix) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or contact them at 1800 200 5533
- (xx) Shareholders can also cast their vote using CDSL’s mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. iPhone and Windows phone users can download the app from the App Store and the Windows Phone Store respectively on or after 30th June 2016. Please follow the instructions as prompted by the mobile app while voting on your mobile.
7. Institutional Members / Bodies Corporate (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution / Authority letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote through e-mail at [drolipravin@yahoo.co.in](mailto:drolipravin@yahoo.co.in) with a copy marked to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) on or before 23<sup>rd</sup> September, 2018 upto 5 p.m. without which the vote shall not be treated as valid.
  8. The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of 17<sup>th</sup> September, 2018. A person who is not a member as on cut off date should treat this notice for information purpose only.
  9. The notice of Annual General Meeting will be sent to the members, whose names appear in the register of members / beneficial owners as at closing hours of business, on 10<sup>th</sup> August, 2018.
  10. The shareholders shall have one vote per equity share held by them as on the cut-off date of 17<sup>th</sup> September, 2018. The facility of e-voting would be provided once for every folio / client id, irrespective of the number of joint holders.
  11. Since the Company is required to provide members the facility to cast their vote by electronic means, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 17<sup>th</sup> September, 2018 and not casting their vote electronically, may only cast their vote through ballot paper at the Annual General Meeting.
  12. Notice of AGM along with attendance slip, proxy form along with the process, instructions and the manner of conducting e-voting is being sent electronically to all the members whose e-mail IDs are registered with the Company / Depository Participant(s). For members who request for a hard copy and for those who have not registered their email address, physical copies of the same are being sent through the permitted mode.
  13. Investors who became members of the Company subsequent to the dispatch of the Notice / Email and holds the shares as on the cut-off date i.e. 17<sup>th</sup> September, 2018 are requested to send the written / email communication to the Company at [kolkata@ceeta.com](mailto:kolkata@ceeta.com) by mentioning their Folio No. / DP

# CEETA INDUSTRIES LIMITED

ID and Client ID to obtain the Login-ID and Password for e-voting.

14. Sri Pravin Kumar Drolia (Prop. Of M/s. **DROLIA & COMPANY**) of Kolkata, Practicing Company Secretaries (C.P. No. 1362) has been appointed as the Scrutinizer to scrutinize the remote e-voting process and voting at the AGM in a fair and transparent manner. The Scrutinizer will submit, not later than 48 hours of conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
15. The results declared along with the Scrutinizer's Report shall be placed on the Company's website at [www.ceeta.com](http://www.ceeta.com) and website of CDSL and same will be communicated to the stock exchanges where the company shares are listed viz. BSE Ltd.

By order of the Board

Place: Kolkata  
Date: 14<sup>th</sup> August, 2018

Sneha Binani  
Company Secretary

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013:

## Item No. 4

Mr. Gautam Modi (DIN 06482645) was appointed as additional director with effect from 4th December, 2017 and pursuant to Section – 161 of Companies Act, 2013 read with rules, he holds office only up to the date of ensuing Annual General Meeting.

The Company has received a notice in writing under the provisions of Section 160 of Companies Act, 2013, from a Member of the Company, proposing candidature of Mr. Modi for the office of Director of the Company, liable to retire by rotation, under the applicable provisions of the Companies Act, 2013

Your directors are of the view that the Company would be benefited by the wealth of knowledge of Mr. Modi and therefore recommend the resolution contained in Item No 3 of the Notice convening the Annual General Meeting for approval from members.

Except Mr. Gautam Modi, none of the Directors and Key Managerial Personnel of the Company or their relatives are concerned or interested, financial or otherwise, in the resolution set out at Item No. 4.

## Item No. 5

Mr. Om Prakash Kedia is a Non-Executive Director of the Company. He joined the Board of Directors of the Company in October, 2011. He is member of the Audit Committee, Nomination and Remuneration Committee and the Stakeholder Relationship Committee. He is a graduate in commerce and law having very long experience of successfully operating a large industrial enterprise as its Chief Executive Officer (CEO).

The Board considers that his continued association would be of immense benefit to the Company and it is desirable to continue to avail his services as an Independent Director even after he has attained the age of 75 years. He fulfils the conditions specified in the Companies Act, 2013 and rules made there under for his appointment as an Independent Director of the Company and is independent of the management. His appointment as an Independent Director of the Company is proposed for the approval by the members of the Company for five consecutive years w.e.f. 1<sup>st</sup> October 2018, not liable to retire by rotation.

Except Mr. Om Prakash Kedia, none of the Directors and Key Managerial Personnel of the Company and their relatives is concerned or interested, financial or otherwise, in the resolution set out at Item No. 5.

## Item No. 6

Mr. Arabinda De is a Non-Executive Independent Director of the Company. He joined the Board of Directors of the Company in August, 1998. He is the Chairman of the Audit Committee and the member of Nomination and Remuneration Committee and the Stakeholder Relationship Committee. He is a B.com Graduate and a Qualified Chartered Accountant. He is in practice for last 20 years after retiring from executive position in a leading financial institution. He is a director in one other listed companies and four unlisted companies.

# CEETA INDUSTRIES LIMITED

The Board considers that his continued association would be of immense benefit to the Company and it is desirable to continue to avail his services as an Independent Director even after he attains the age of 75 years. He fulfils the conditions specified in the Companies Act, 2013 and rules made there under for his reappointment as an Independent Director of the Company and is independent of the management. His reappointment as an Independent Director of the Company is proposed for the approval by the members of the Company for five consecutive years w.e.f. 1<sup>st</sup> April 2019, not liable to retire by rotation.

Except Mr. Arabinda De, none of the Directors and Key Managerial Personnel of the Company and their relatives is concerned or interested, financial or otherwise, in the resolution set out at Item No. 6.

## Item No. 7

Mr. Sushil Kumar Chhawchharia is a Non-Executive Independent Director of the Company. He joined the Board of Directors of the Company in January, 2009. He is member of the Audit Committee and Stakeholder Relationship Committee and the Chairman of the Nomination and Remuneration Committee. He is a graduate in commerce and law and a Qualified Chartered Accountant. He has been practicing as an auditor, financial adviser and management consultant with specialization in finance and corporate structuring. The clientele of the firm is spread over different industries namely Banking, Cotton Textile and Jute Textile, Iron & Steel, Telecom, Engineering, Construction, Finance, Ferro Alloys etc. He is a director in one other listed company and three private companies.

The Board considers that his continued association would be of immense benefit to the Company and it is desirable to continue to avail his services as an Independent Director even after he attains the age of 75 years. He fulfils the conditions specified in the Companies Act, 2013 and rules made there under for his reappointment as an Independent Director of the Company and is independent of the management. His reappointment as an Independent Director of the Company is proposed for the approval by the members of the Company for five consecutive years w.e.f. 1<sup>st</sup> April 2019, not liable to retire by rotation.

Except Mr. Sushil Kumar Chhawchharia, none of the Directors and Key Managerial Personnel of the Company and their relatives is concerned or interested, financial or otherwise, in the resolution set out at Item No. 7.

## Item No. 8

In order to make optimum utilization of surplus funds, the Company may acquire shares of other body corporate, give loans and /or give guarantees or provide security to any other body corporate. As such, it is necessary to obtain approval of the shareholders by means of a Special Resolution for the authorizing the Board to exercise aforesaid powers, in excess of 60% of the paid up Share Capital, Free Reserves and Securities Premium of the Company or 100% of Free Reserves and Securities Premium of the Company whichever is more, as prescribed under section 186 of the Companies Act, 2013 from time to time, in one or more tranches, up to maximum limit of Rs.20 Crores (Rupees Twenty Crores only) over and above the limits prescribed under the said section.

The Directors, therefore, recommend this resolution for members' approval as special resolution. None of the Directors and Key Managerial Personnel of the Company and their relatives is concerned or interested, financial or otherwise, in the resolution set out at Item No 8.

By order of the Board

PLACE: Kolkata

DATE: 14<sup>th</sup> August, 2018

Sneha Binani

Company Secretary

# CEETA INDUSTRIES LIMITED

Registered Office: Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur-572104, Karnataka  
Email: accounts@ceeta.com, Website: www.ceeta.com, Phone: 91-816-2212686, Fax:91-816-2211352

## Form No. MGT-11 PROXY FORM

[Pursuant to Section 105 (6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

### 34<sup>th</sup> Annual General Meeting – 24<sup>th</sup> September, 2018

Name of member(s) :  
Registered address :  
E Mail Id:  
Folio No. / DP ID & Client ID:

I/We, being the member(s) of \_\_\_\_\_ shares of the above named Company, hereby appoint:

1)Name: \_\_\_\_\_ Address: \_\_\_\_\_

E-mail : \_\_\_\_\_ Signature \_\_\_\_\_ Or failing him / her

2)Name: \_\_\_\_\_ Address: \_\_\_\_\_

E-mail : \_\_\_\_\_ Signature \_\_\_\_\_ Or failing him / her

3)Name: \_\_\_\_\_ Address: \_\_\_\_\_

E-mail : \_\_\_\_\_ Signature \_\_\_\_\_

as my/our proxy to attend and vote for me/us and on my/our behalf at the 34<sup>th</sup> Annual General Meeting of the Company to be held on Monday, 24<sup>th</sup> September, 2018 at 11.30 A.M. at Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur-572104, Karnataka and at any adjournment thereof in respect of the following resolution :

Sl.	Particulars of Business to be transacted at AGM
1	Adoption of Audited Standalone & Consolidated Financial Statements for the year ended 31 <sup>st</sup> March, 2018 and the Reports of the Board of Directors and Auditors thereon
2	Re-appointment of Mrs. Uma Poddar (DIN 07140013), Director, who retires by rotation
3	Appointment of Ruwatia & Associates, Chartered Accountant as Statutory Auditors for 5 consecutive years and to authorize the Board to fix their remuneration.
4	Appointment of Mr. Gautam Modi (DIN 06482645) as Director of the Company who retires by rotation
5	Appointment of Mr. Om Prakash Kedia (DIN 03596892) as Independent Director of the Company
6	Reappointment of Mr. Arabinda De (DIN 00028093) as Independent Director of the Company
7	Reappointment of Mr. S. K. Chhawchharia (DIN 00007780) as Independent Director of the Company
8	Authorization to give loans, guarantee, provide security, make investments up to Rs. 20 Crores only.

Affix Re. 1  
Revenue  
Stamp

Date :

Place : \_\_\_\_\_ Signature of Shareholder \_\_\_\_\_ Signature of Proxy Holder \_\_\_\_\_

Notes :

1. This form be signed across the stamp as per specimen signature registered with the Company.

**Head Office:** 2F, Park Plaza, North Block, 71 Park Street, Kolkata - 700016

**Email:** kolkata@ceeta.com, **Website:** www.ceeta.com **Phone:** 033-22642942/43, **Fax:** 033-22642940



# CEETA INDUSTRIES LIMITED

**Registered Office:** Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur-572104  
**Email:** accounts@ceeta.com, **Website:** www.ceeta.com , **Phone:** 91-816-2212686, **Fax:** 91-816-2211352

**ATTENDANCE SLIP**  
**THIRTY FOURTH ANNUAL GENERAL MEETING**  
**Monday, 24<sup>th</sup> September, 2018**

Registered Folio /  
DP ID and Client ID :

Name and Address of the  
Sole/First Shareholder :

Joint Holder 1

Joint Holder 2

I/We hereby record my/our presence at the **34<sup>th</sup> ANNUAL GENERAL MEETING** of the Company at Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur-572104, on Monday, 24th September, 2018 at 11.30 A.M

Full Name of the member (in BLOCK LETTERS): \_\_\_\_\_

Folio No. \_\_\_\_\_, DP ID No. \_\_\_\_\_, Client ID No. \_\_\_\_\_

Full Name of Proxy (in BLOCK LETTERS): \_\_\_\_\_

Member/ Proxy(s) Signature: \_\_\_\_\_

NOTE : Please complete the Folio/ DP ID-Client ID No. and name of the Member/Proxy, sign this Attendance Slip and hand it over, duly signed, at the entrance of the meeting Hall. Shareholders/ Proxy holders desiring to attend the meeting should bring their copy of the Annual Report as the same will not be distributed again at the meeting. Duplicate slips will not be issued at the venue of the meeting.

---

**Head Office:** 2F, Park Plaza, North Block, 71, Park Street, Kolkata - 700016

**Email:** kolkata@ceeta.com, **Website:** www.ceeta.com **Phone:** 033-22642942/43, **Fax:** 033-22642940

# CEETA INDUSTRIES LIMITED

**Registered Office:** Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur-572104

**Email:** accounts@ceeta.com, **Website:** www.ceeta.com , **Phone:** 91-816-2212686, **Fax:** 91-816-2211352

(ANNEXURE TO THE NOTICE FOR THE 34<sup>th</sup> ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD ON 24<sup>th</sup> SEPTEMBER, 2018)

1. Name & Registered Address  
of Sole/First named Member :
2. Joint Holders Name (If any) :
3. Folio No. / DP ID & Client ID\*  
(\*Applicable to investors holding shares in demat form ) :
4. No. of Equity Shares Held :

Dear Shareholder,

**Subject:** Process and manner for availing E-voting facility:

Pursuant to Provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, the Company is pleased to provide E-voting facility to the members to cast their votes electronically on all resolutions proposed to be considered at the Annual General Meeting (AGM) to be held on Monday, 24th September, 2018 at 11.30 A.M. at the Registered Office of the Company at Plot No. 34-38, KIADB Industrial Area, Sathyamangala, Tumkur - 572104, Karnataka and at any adjournment thereof.

The Company has engaged the services of Central Depository Services (India) Limited (CDSL) to provide the e-voting facility. The e-voting facility is available at the link <https://www.evotingindia.com>.

The Electronic Voting Particulars are set out below:

<b>EVSN (E - Voting Sequence Number)</b>	<b>User ID</b>	<b>PAN / Sequence No.</b>

The E-voting facility will be available during the following voting period:

<b>Remote e-Voting Start On</b>	<b>Remote e-Voting End On</b>
21 <sup>st</sup> September, 2018 from 10:00 A.M. (IST)	23 <sup>rd</sup> September, 2018 till 5:00 P.M. (IST)

Please read the instructions mentioned in the Notice of AGM before exercising your vote.

By Order of the Board  
For Ceeta Industries Ltd

Place: Kolkata

Date:

Sneha Binani  
Company Secretary

Encl: AGM Notice/Attendance Slip/Proxy Form/Ballot-Form/Annual Report

**Head Office:** 2F, Park Plaza, North Block, 71 Park Street, Kolkata - 700016

**Email:** kolkata@ceeta.com, **Website:** www.ceeta.com **Phone:** 033-22642942/43, **Fax:** 033-22642940