## MINUTE BOOK



MINUTES OF THE 08/2011-12 MEETING OF THE BOARD OF DIRECTORS OF ENVIROTECH SYSTEMS PRIVATE LIMITED HELD AT A -29, BLOCK -A, SHAYAM VIHAR, PHASE-1, NEW DELHI-110043 ON TUESDAY, 07th JANUARY 2012 AT 11.00 A.M.

#### DIRECTORS PRESENT

Mr. Manoj Kumar Gupta Mrs. Sindhu Gupta Director

Director

#### CHAIRPERSON

Mr. Manoj Kumar Gupta presided as Chairperson of the Meeting. He thanked the other Directors present and took the chair.

## LEAVE OF ABSENCE:

All the directors were present, hence no Leave of absence was sought.

#### 2. QUORUM:

The business before the meeting was taken up after having established that the requisite quorum was present.

# 3. MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting of the members held on January 3<sup>th</sup>, 2012 were confirmed and signed by the Chairman.

# 4. <u>AUTHORISATION TO FILE COMPANY LAW BOARD ORDER TO</u> ROC IN FORM 21.

Chairman informed that Mr. Manoj Kumar Gupta, director of the Company, be and is hereby authorised to file Form -21 Pursuant to section 141 of the Companies Act. 1956 for filling the CLB order to ROC and to do all such acts, things, deeds as may be necessary or proper to carry out the purposes mentioned hereinbefore.

RESOLVED THAT Mr. Manoj Kumar Gupta, director of the Company, be and is hereby authorised to appoint any person for (a) appear, sign, verify, declare, affirm, make, present, submit and file all necessary notices, plaints, petitions, written statements, affidavits, undertakings, vakalatnamas, declarations, Appeals, Revisions, applications, statements, complaints, papers and documents and all proceedings and matters in connection with any suit(s) or proceeding(s) filed by or against the Company before any court of law or any tribunal or any quasi-judicial or statutory or administrative authority; and (b) nominate, appoint and engage advocates, solicitors, counsel or other professionals and retainers; and to do all such acts, things, deeds as may be necessary or proper to carry out the purposes mentioned hereinbefore."

RESOLVED FURTHER THAT Mr. Manoj Kumar Gupta, director of the Company, be and is hereby authorised to file Form -21 Pursuant to section 141 of

CHAIRM

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the Companies Act, 1956 for filling the CLB order to ROC and to do all such acts, things, deeds as may be necessary or proper to carry out the purposes mentioned hereinbefore.

### 5. ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR:

There being no other matter to be transacted, the meeting terminated with a vote of thanks to the Chair.

Place: Delhi

Date: 20/02/2012

CHAIRMAN

CHAIRMAN'S INITIALS

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