

MINUTES OF THE 05/2019-20 MEETING OF THE BOARD OF DIRECTORS OF ENVIROTECH SYSTEMS PRIVATE LIMITED HELD ON MONDAY, 02nd SEPTEMBER 2019 TO BE COMMENCED AT 11.00 A.M AT THE REGISTERED OFFICE OF THE COMPANY AT OFFICE NO. A-29, BLOCK-A, SHYAM VIHAR PHASE-I, NEW DELHI-110043.

1. DIRECTOR'S PRESENT:

- | | |
|--------------------------|----------|
| 1. Mr. Manoj Kumar Gupta | Director |
| 2. Mrs. Sindhu Gupta | Director |

2. CHAIRMAN:

Mr. Manoj Kumar Gupta, was elected as Chairman of the meeting and took the Chair and welcomed all the Directors present.

3. LEAVE OF ABSENCE:

No Leave of absence was taken note of.

4. QUORUM:

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

5. MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting of the members held on 05TH July 2019 were confirmed and signed by the Chairman.

6. TO CONSIDER AND APPROVE THE AUDITED FINANCIAL STATEMENTS OF THE COMPANY FOR THE FINANCIAL YEAR ENDED ON 31st MARCH, 2019:

To consider and adopt the Audited Financial Statements for the Financial Year ended 31st March, 2019 and the Reports of the Board of Directors and Auditors thereon and to consider and if thought fit, to pass with or without modification(s) the following Resolution as on Ordinary Resolution:

“RESOLVED THAT the Directors’ Report and the Audited Balance Sheet as on year ended 31st March, 2019, the Statement of Profit & Loss and the Statement of Cash Flows for the year ended on 31st March, 2019 along with the Auditors’ Report thereon are hereby considered, approved and adopted.”

7. TO APPROVE AUDITORS’ REPORT FOR THE FINANCIAL YEAR ENDED ON 31ST MARCH 2019.

The Auditors’ Report to shareholders on the accounts of the Company for the year ended 31st March, 2019 was placed at the Meeting. The Directors discussed the observations made by the Auditors in their report. In their opinion the Report needed no comments and clarifications as it was self explanatory. Thereafter the following resolution was passed by the Directors:

CHAIRMAN'S
INITIALS

“RESOLVED THAT the Auditors’ Report to the shareholders on the accounts for the year ended 31st March, 2019 be and is hereby approved.”

7. TO CONSIDER THE RATIFICATION OF M/S VISHAL KAUSHAL & CO., CHARTERED ACCOUNTANTS AS STATUTORY AUDITORS OF THE COMPANY.

The Chairman informed that M/s. Vishal Kaushal & Co., Chartered Accountants, (FRN- 010123C) were appointed by the shareholders at the 7th Annual General Meeting to hold office until the conclusion of the 12th Annual General Meeting subject to ratification by shareholders at each Annual General Meeting. He further informed that Company has obtained from the Auditors, a certificate as required under Section 139 of the Companies Act, 2013 to the effect that they are eligible to continue as statutory auditor of the Company. The Board considered the matter and thereafter decided that the ratification of the above named Auditors be recommended to the shareholders at the forthcoming Annual General Meeting.

8. TO APPROVE DIRECTORS’ REPORT FOR THE FINANCIAL YEAR ENDED ON 31ST MARCH 2019:-

The Chairman placed before the Board of Directors the Directors’ Report of the Company for the year ended 31st March, 2019. The Board noted the same and passed the following resolution:

“RESOLVED THAT the Directors’ Report for the year ended 31st March, 2019 as submitted before the Meeting be and is hereby approved and the same be signed on behalf of the Directors by Mr. Manoj Kumar Gupta (DIN: 01187138) and Mrs. Sindhu Gupta (DIN: 01190580), directors of the company.”

9. TO AUTHORIZE DIRECTOR OF THE COMPANY TO SIGN ANNUAL RETURN :-

The Chairperson informed the Board that for signing of Annual Return for the financial year ended 31st March, 2019 and filing the necessary forms with the Registrar of Companies. Authorization has to be given to Directors of the Company. The Board took note of the same and passed the following resolution:

“RESOLVED THAT Mr. Manoj Kumar Gupta (DIN: 01187138) and Mrs. Sindhu Gupta (DIN: 01190580), directors of the company be and are hereby authorized to sign the Annual Return of the Company for the financial year ended 31st March, 2019 and file the necessary forms with the Registrar of Companies.”

10. NOTICE CONVENING THE 12th ANNUAL GENERAL MEETING:-

The Chairman informed the Board that there is need to hold 12th Annual General Meeting of the Company. The Chairman then placed before the Board a draft Notice dated 02nd September 2019 for convening the Annual General Meeting of the Company on Monday, 30th September 2019 at

CHAIRMAN'S
INITIALS



registered office of the Company at 11:30 AM After due consideration and deliberation, the Board passed the following resolution:

“RESOLVED THAT 12th Annual General Meeting of the Company be convened on Monday, 30th September 2019 at 11:30 AM at the Registered Office of the Company at Registered Office to transact the businesses mentioned in the Draft Notice as placed before the Board.

FURTHER RESOLVED THAT Mr. Manoj Kumar Gupta (DIN: 01187138) and Mrs. Sindhu Gupta (DIN: 01190580), Director of the Company be and is hereby authorized to issue the notice to all the Directors, Shareholders and Auditors of the Company in this regard.”

11. ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR:

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

Place: Delhi

Date: 30/09/2019



CHAIRMAN

CHAIRMAN'S
INITIALS



MINUTE BOOK

CHAIRMAN'S
INITIALS

