

SWAGTAM TRADING & SERVICES LIMITED

CIN: L51909DL1984PLC289131

Registered Office: R-489, GF-A, New Rajinder Nagar, New Delhi – 110060, Tel: 011-42475489 E-mail: swagtam1984@gmail.com, Website: www.swagtam.com

Date: 21/06/2024

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai – 400 001

Sub: Proceedings of the Extra-Ordinary General Meeting (“EGM”)

Dear Sirs,

The summary of the proceedings of Extra-Ordinary General Meeting (“EGM”) of the Company, held on Friday, June 21 2024 through Video Conference (“VC”)/Other Audio-Visual Means (“OAVM”) at 11.00 A.M. is given below.

The Ministry of Corporate Affairs(‘MCA’) and Securities and Exchange Board of India(‘SEBI’) had, vide their circulars, allowed companies to hold the Extra-Ordinary General Meeting through Video Conferencing(‘VC’) /Other Audio-Visual Means(‘OAVM’) without the physical presence of members at the common venue.

The EGM was held in compliance with the relevant circulars issued by the Ministry of Corporate Affairs (“MCA”) and the Securities and Exchange Board of India (“SEBI”) and as per the applicable provisions of the Companies Act, 2013 and the Rules made thereunder.

Total 24 members attended the meeting as per records of attendance provide by the Company

Below persons attended the EGM:

Sr. No.	Directors and Key Executives in Attendance
1	Mrs. Vinod Bala -Executive Director-Chairperson-CEO-MD
2	Mr. Manish Sharma - Non-Executive - Non- Independent Director
3	Ms. Apra Sharma -Non-Executive - Independent Director
4	Mr. Anupma Kashyap- Non-Executive - Independent Director
5	Mr. Sumit Gupta -Non-Executive - Non Independent Director

Mr. Manish Sharma (Non-Executive Non-Independent Director) welcomed all the Members on behalf of Mrs. Vinod Bala, Chairperson, took the Chair and commenced the proceedings of the Meeting, after confirmation of the requisite quorum being present at the Meeting. Chairman asked Mr. Manish Sharma to conduct the meeting on behalf of the chairperson.

Mr. Manish Sharma announced that the registers of Directors and Key Managerial Personnel and their shareholding were open for inspection for the members of the Company. The members were informed that they may send request for the inspection, by sending e-mail at swagtam1984@gmail.com.

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The Company had given an opportunity to the shareholders to ask questions/queries in advance till 5:00 P.M. Friday, June 14 2024. Further, a chat box was also made available by NSDL, before commencement of the meeting, where shareholders could ask their questions for the management.

The Chairperson also announced that the Company had provided remote e-voting facility to all its shareholders to vote on the resolutions placed at the EGM.

Ms. Sonia Aggarwal Practicing company secretary, was appointed as the scrutinizer for scrutinizing the voting process in a fair and transparent manner.

The following item of business, as per the Notice of the EGM was read by Mr. Manish Sharma and the same was transacted and approved with requisite majority.

Sr No.	Resolutions	Type of Resolutions
Special Business		
1	TO APPROVE INCREASE IN AUTHORISED SHARE CAPITAL OF THE COMPANY AND TO AMEND THE MEMORANDUM OF ASSOCIATION:	Ordinary Resolution
2	APPOINTMENT OF Ms. APRA SHARMA (DIN: 10149103) AS AN INDEPENDENT DIRECTOR OF THE COMPANY FOR A TERM OF 5 YEARS I.E. FROM 12TH FEBRUARY 2024 TO 11TH FEBRUARY, 2029	Special Resolution
3	APPOINTMENT OF MR. MANISH SHARMA (DIN: 06489261) AS AN INDEPENDENT DIRECTOR FOR A TERM OF 5 YEARS I.E. FROM 12TH FEBRUARY 2024 TO 11TH FEBRUARY, 2029	Special Resolution
4	APPOINTMENT OF Ms. ANUPMA KASHYAP (DIN: 09720124) AS AN INDEPENDENT DIRECTOR FOR A TERM OF 5 YEARS I.E. FROM 19TH APRIL 2024 TO 18TH APRIL 2029;	Special Resolution
5	REGULARIZATION OF APPOINTMENT OF MR. ANMOL VERMA (DIN: 10105072) AS NON-EXECUTIVE NON-INDEPENDENT DIRECTOR OF THE COMPANY	Ordinary Resolution
6	APPOINTMENT OF MS. VINOD BALA (DIN: 09790881) AS WHOLE-TIME DIRECTOR DESIGNATED & CHIEF FINANCIAL OFFICER OF THE COMPANY FOR THE PERIOD OF FIVE CONSECUTIVE YEARS	Ordinary Resolution

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The meeting concluded at 11:20 A.M. (IST) after being open for 15 minutes for e-voting to be completed.

Kindly take note of the above proceedings.

Thanking you,

**Yours faithfully,
For Swagtam Trading & Services Limited**

**Vinod Bala
Executive Director
DIN: 09790881**