



Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2000 Certified Company

CIN No.: L24239MH1988PLC047759

SYNCOM/SE/2024-25

30th September, 2024

Online filing at: www.listing.bseindia.com and
<https://neaps.nseindia.com/NEWLISTINGCORP/login.jsp>

To,
BSE Limited
Phiroze Jeejeebhoy Tower,
Dalal Street,
Mumbai (M.H.) 400 001
BSE CODE:524470

To,
National Stock Exchange of India Limited
Exchange Plaza, C-1, Block G,
Sandra Kurla Complex, Sandra (E),
Mumbai- 400051
NSE SYMBOL: SYNCOMF

Subject: Submission of proceedings of the 36th Annual General Meeting of the Company held on Monday, 30th September, 2024 pursuant to Regulation 30(2) read with Part A of Schedule III of the SEBI (LODR) Regulations, 2015.

Dear Sir/Ma'am,

Pursuant to the Regulation 30(2) read with Part A of Schedule III of the SEBI (LODR) Regulations, 2015 we are pleased to submit the proceedings of the 36th Annual General Meeting of Syncom Formulations (India) Limited duly held on Monday, 30th September, 2024 at 2:00 P.M. (IST) and concluded at 2:40 P.M. (IST) through Video Conferencing or Other Audio Video Means (VC/OAVM) for which purposes the Registered office of the company situated at **7, Niraj Industrial Estate, Off Mahakali Caves Road, Andheri (East) Mumbai- 400 093 (M.H.)** shall be deemed as the venue for the Meeting.

Please note that the results of e-voting will be intimated to you separately upon receipt of Report from the Scrutinizer within 2 (Two) Working days from the conclusion of the 36th Annual General Meeting.

You are requested to please take on record the above said document for your reference and further needful.

Thanking You,
Yours Faithfully,
For, SYNCOM FORMULATIONS (INDIA) LIMITED

VAISHALI AGRAWAL
COMPANY SECRETARY &
COMPLIANCE OFFICER
Encl.: a/a

Bringing a smile on every face...

Regd. Off. : 7, Niraj Industrial Estate, Off Mahakali Caves Road, Andheri (East), MUMBAI-400 093, INDIA, Tel.: 91-022-30887744-54, Fax: 91-022-30887755, Email: sfil87@syncomformulations.com

Works : 256-257, Sector-I, PITHAMPUR, Dist.-Dhar, M.P. - 454 775, INDIA, Tel.: 91-07292-403122, 407039, Fax: 91-07292-253404, Email: assistant2@sfil.in

Corp. Off. : 207, Saket Nagar, Near Saket Club, INDORE - 452 018, INDIA. Tel. : 91-0731-2700458, Email : finance@sfil.in

Website : <http://www.sfil.in>



Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2000 Certified Company

CIN No.: L24239MH1988PLC047759

PROCEEDING OF THE 36TH ANNUAL GENERAL MEETING OF SYNCOM FORMULATIONS (INDIA) LIMITED HELD ON MONDAY THE 30TH SEPTEMBER, 2024 THROUGH VIDEO CONFERENCING (“VC”) OR OTHER AUDIO VIDEO MEANS (“OAVM”) FOR WHICH PURPOSES THE REGISTERED OFFICE OF THE COMPANY SITUATED AT 7, NIRAJ INDUSTRIAL ESTATE, OFF MAHAKALI CAVES ROAD, ANDHERI (EAST) MUMBAI 400 093 (M.H.) SHALL BE DEEMED AS THE VENUE FOR THE MEETING. AT 2:00 P.M. AND CONCLUDED AT 2:40 P.M.

The 36th Annual General Meeting of Syncom Formulations (India) Limited was held on Monday, 30th September, 2024 at 2:00 P.M. (IST) and concluded at 2:40 P.M. (IST) through Video Conferencing (“VC”)/Other Audio Visual Means (“OAVM”) in compliance with the applicable provisions of the Companies Act, 2013, and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”) and various circulars issued by the Ministry of Corporate Affairs and the SEBI.

PRESENCE IN THE MEETING THROUGH VC/OAVM:

I. DIRECTORS:

1. Shri Kedarmal Shankarlal Bankda: Chairman & Whole-time Director (From Indore)
2. Shri Vijay Shankarlal Bankda : Managing Director (From Mumbai)
3. Smt. Rinki Ankit Bankda : Whole-time Director (From Indore)
4. Shri Ankit Jain : Independent Director (From Indore)
& Chairman of the Audit, NRC and SR Committee
5. Smt. Ruchi Jindal : Independent Woman Director (From Indore)

II. OFFICERS IN PRESENCE:

1. Shri Ankit Kedarmal Bankda : CFO
2. CS Vaishali Agrawal : CS & Compliance Officer

III. SPECIAL INVITEE

1. CA Manish Mittal : Partner of the Statutory Auditor, Sanjay Mehta & Associates
2. CS (Dr.) Dilip Kumar Jain : Secretarial Auditor
3. CS Anish Gupta : Scrutinizer for remote E-Voting and E-voting at AGM

The Company Secretary informed that as on the cut-off date i.e. 23rd September, 2024 as per records provided by the Registrar and Share Transfer Agent there were 4,79,164 members in the Company and there is minimum requirement to have 30 members to be present, to form Quorum for the Meeting. However, total 58 Members attended the meeting through Video Conferencing/ Other Audio Visual Means (“VC/OAVM”) as per information provided by CDSL, the agency which provided platform for the AGM which is more than the requirement of minimum quorum.

PROCEEDINGS OF THE MEETING

As per Article 67 of the Article of Association of the Company Shri Kedarmal Shankarlal Bankda, Chairman of the Board occupied the Chair for the Meeting. The requisite quorum being present, the Chairman called the meeting in order.

The Chairman informed the Members that the meeting is being held through Video Conferencing/ Other Audio-Visual Means (VC/OAVM) in accordance with the various circulars and guidelines issued by MCA and SEBI. He introduced the members of the Board and other officials present at the meeting.

Bringing a smile on every face...

Regd. Off. : 7, Niraj Industrial Estate, Off Mahakali Caves Road, Andheri (East), MUMBAI-400 093, INDIA, Tel.: 91-022-30887744-54, Fax: 91-022-30887755, Email: sfil87@syncomformulations.com

Works : 256-257, Sector-I, PITHAMPUR, Dist.-Dhar, M.P. - 454 775, INDIA, Tel.: 91-07292-403122, 407039, Fax: 91-07292-253404, Email: assistant2@sfil.in

Corp. Off. : 207, Saket Nagar, Near Saket Club, INDORE - 452 018, INDIA. Tel. : 91-0731-2700458, Email : finance@sfil.in

Website : <http://www.sfil.in>



Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2000 Certified Company

CIN No.: L24239MH1988PLC047759

CA Manish Mittal Partner of the Statutory Auditor, was also present at the meeting to respond to the Queries related to Books of Accounts, etc., if any. Shri Ankit Jain, the Independent Director and the Chairman of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee is also present to respond to the Query related thereto, if any.

The Company Secretary informed that the Company has enabled the Members to participate at the 36th AGM through the Video Conferencing/ Other Audio-Visual Means (VC/OAVM) facility provided by CDSL. It was further informed that the Members have been provided with the facility to exercise their right to vote by electronic means, both through remote e-voting and e-voting at the 36th AGM in accordance with the provisions of the Companies Act, 2013 and SEBI Listing Regulations. The Members joining the meeting through Video Conferencing/Other Audio-Visual Means (VC/OAVM), who have not casted their vote by means of remote e-voting, may vote through e-voting facility provided at the AGM.

The Chairman delivered his speech to the members at the 36th AGM.

Company Secretary informed the members that, electronic copies of the Notice enclosed with the Annual Report for the financial year 2023-24 have been sent to all the members who's Email Ids were registered with the Company or Depository Participant(s). The Notice of this 36th Annual General Meeting is given from Page No. 3 to 12 of 36th Annual Report.

The Auditors Report on the Standalone and Consolidated Financial Statements of the Company is given by the Statutory Auditors M/s Sanjay Mehta & Associates, Chartered Accountant, (F.R.No. 011524C), Indore. We are pleased to announce that Auditors Report does not contain any qualification or negative remarks.

The Secretarial Audit Report for Financial Year 2023-24 is given by M/s D. K. Jain & Co., Company Secretaries, (F.R. No. I1995MP067500), Indore and the same is given in Annual Report.

It was also informed that the documents including the Register of Director's and their Shareholding, Register of Contracts, copies of audited financial statements, etc., were available for inspection. However, the Company has not received any request from any shareholder for inspection.

The Company Secretary informed to the members that pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of SEBI (LODR) Regulations, 2015, the Company had provided the remote e-voting facility through the platform of CDSL to the members of the Company to vote on the resolutions in respect of the business to be transacted at the AGM. The facility to cast e-vote was also made available during the AGM.

The Company informed that as per provisions of Companies Act, 2013 and SEBI (LODR) Regulations, 2015. The company has also provided to casts vote of members through Remote E-voting. The remote e-voting was commenced on 9:00 A.M. of 27th September, 2024 had already been completed at 5.00 P.M. on 29th September, 2024 and venue e-voting was also conducted in the general meeting.

The Chairman further informed that the Company has appointed CS Anish Gupta, Practicing Company Secretary (FCS 5733, CP 4092) as scrutinizer to scrutinize the remote e-voting prior and during the AGM in a fair and transparent manner.

Bringing a smile on every face...

Regd. Off. : 7, Niraj Industrial Estate, Off Mahakali Caves Road, Andheri (East), MUMBAI-400 093, INDIA, Tel.: 91-022-30887744-54, Fax: 91-022-30887755, Email: sfil87@syncomformulations.com

Works : 256-257, Sector-I, PITHAMPUR, Dist.-Dhar, M.P. - 454 775, INDIA, Tel.: 91-07292-403122, 407039, Fax: 91-07292-253404, Email: assistant2@sfil.in

Corp. Off. : 207, Saket Nagar, Near Saket Club, INDORE - 452 018, INDIA. Tel. : 91-0731-2700458, Email : finance@sfil.in

Website : <http://www.sfil.in>



Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2000 Certified Company

CIN No.: L24239MH1988PLC047759

During the AGM, the Chairman further informed that pursuant to the IEPF (Accounting, Audit, Transfer and Refund) Rules, 2016 (Rules), the Company is in process to transfer the equity shares in respect of which dividend has not been claimed for 7 (Seven) consecutive years to the Investor Education and Protection Fund Authority (IEPF) of the Central Government.

The Company has sent letters to the concerning shareholders whose dividend has not been claimed for 7 (Seven) consecutive years. The details of such shareholders are posted on the website of the Company at <https://www.sfil.in>

The Company informed the members with respect to the business to be transacted at the Meeting. As per notice dated 12th August, 2024 convening the 36th Annual General Meeting of the Company, the following businesses were transacted at the Meeting.

ORDINARY BUSINESS:

1. Adoption of the Standalone and Consolidated Audited Financial Statements containing the Balance Sheet as at 31st March, 2024, the Statement of Profit & Loss, Cash Flow, Change in Equity and notes thereto of the Company for the Financial Year ended 31st March, 2024 and the reports of the Board of directors and Auditors thereon as on that date by way of Ordinary Resolution.
2. Appointment of Director in place of Shri Vijay Shankarlal Bankda (DIN: 00023027), who is liable to retire by rotation at this Annual General Meeting and being eligible offers himself for re-appointment by way of Ordinary Resolution.

SPECIAL BUSINESS:

3. Ratification of the remuneration of Cost Auditor of the company for the Financial Year 2024-25 by passing Ordinary Resolution.
4. Approval and Confirmation of the Re-appointment of Shri Kedarmal Shankarlal Bankda (DIN:00023050) as the Executive Chairman/Whole-time Director and to approve the remuneration payable to him by way of Special Resolution.
5. Approval and Confirmation of the Re-appointment of Shri Vijay Shankarlal Bankda (DIN:00023027) as the Managing Director of the Company and to approve the payment of remuneration to him by way of Special Resolution.

Company secretary played the video footage of the company including the background history of the management and covering the development and production units of the company.

Company Secretary further informed that, the conditions set out in the Notice of Annual General Meeting, informing all the members stating the requirement to register themselves as a speaker to express views or ask questions during the AGM. Adequate time was provided for registration and the company has received request from Ten shareholders out of which only 2 shareholders were available at the time of AGM

The Company Secretary requested the Moderator of CDSL to invite speakers one by one to ask questions or queries which were replied by the Chairman of the Company and in some cases required certain time for replying their queries separately through E Mail suitably as may be considered appropriate.

Thereafter the CS informed all the members of the Company that the results of the E-Voting conducted prior and during the AGM along with the report of the scrutinizer will be announced within two working days from the conclusion of the AGM and the results of the voting shall be declared by the Chairman upon receipt of the Scrutinizers Report and the same shall be placed at website of the

Bringing a smile on every face...

Regd. Off. : 7, Niraj Industrial Estate, Off Mahakali Caves Road, Andheri (East), MUMBAI-400 093, INDIA, Tel.: 91-022-30887744-54, Fax: 91-022-30887755, Email: sfil87@syncomformulations.com

Works : 256-257, Sector-I, PITHAMPUR, Dist.-Dhar, M.P. - 454 775, INDIA, Tel.: 91-07292-403122, 407039, Fax: 91-07292-253404, Email: assistant2@sfil.in

Corp. Off. : 207, Saket Nagar, Near Saket Club, INDORE - 452 018, INDIA. Tel. : 91-0731-2700458, Email : finance@sfil.in

Website : <http://www.sfil.in>



Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2000 Certified Company

CIN No.: L24239MH1988PLC047759

Company at <http://sfil.in>, CDSL at <https://www.evotingindia.com>, NSE and BSE website.

The recorded transcript of the forthcoming AGM shall also be made available on the website of the company as soon as possible after the Meeting is over.

Thereafter, being no other business, the Meeting declared as concluded by the Chairman Shri Kedarmal Shankarlal Bankda at 2:40 P.M. on 30th September, 2024, with a vote of thanks to the Chair given by Vaishali Agrawal, Company Secretary, Compliance Officer & KMP of the Company.

For, SYNCOM FORMULATIONS (INDIA) LIMITED

**VAISHALI AGRAWAL
COMPANY SECRETARY &
COMPLIANCE OFFICER**

Bringing a smile on every face...

Regd. Off. : 7, Niraj Industrial Estate, Off Mahakali Caves Road, Andheri (East), MUMBAI-400 093, INDIA, Tel.: 91-022-30887744-54, Fax: 91-022-30887755, Email: sfil87@syncomformulations.com

Works : 256-257, Sector-I, PITHAMPUR, Dist.-Dhar, M.P. - 454 775, INDIA, Tel.: 91-07292-403122, 407039, Fax: 91-07292-253404, Email: assistant2@sfil.in

Corp. Off. : 207, Saket Nagar, Near Saket Club, INDORE - 452 018, INDIA. Tel. : 91-0731-2700458, Email : finance@sfil.in

Website : <http://www.sfil.in>