



# **SURAJ PRODUCTS LIMITED**

Registered Office & Works :

CIN : L26942OR1991PLC002865

Vill. : Barpali, P.O. : Kesramal, Rajgangpur, Dist. : Sundargarh, Odisha, India, PIN : 770017

Tel : +91-94370 49074, e-mail : info@surajproducts.com, suproduct@gmail.com

www.surajproducts.com

Date: September 21, 2020

The Secretary  
Bombay Stock Exchange Limited  
(Department of Corporate Services)  
Floor- 25, P.J.Tower, Dalal Street  
Mumbai- 400001

The Secretary  
The Calcutta Stock Exchange Limited  
7, Lyons Range, Kolkata- 700001

**Sub: Proceedings of 29<sup>th</sup> Annual General Meeting held on 21<sup>st</sup> September, 2020.**

Dear Sir/ Madam,

This is further to our letter dated 17<sup>th</sup> August, 2020 and pursuant to Regulation 30 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose herewith a summary of proceeding of 29<sup>th</sup> Annual General Meeting of the Company held on Monday 21<sup>st</sup> September, 2020 through Video Conferencing (VC)/ Other Audio-Visual Means (OAVM).

You are requested to kindly take above information on your records.

Thanking you,

Yours faithfully,

For Suraj Products Limited

A.N.Khatua

Company Secretary & Compliance Officer

Membership No- A21776



## **SURAJ PRODUCTS LIMITED**

### **SUMMARY OF PROCEEDINGS OF 29<sup>TH</sup> ANNUAL GENERAL MEETING**

The 29<sup>th</sup> Annual General Meeting of the Members of the Company was held on 21<sup>st</sup> September, 2020 at 12:30 PM through Video Conference (VC)/ Other Audio Visual Means (OAVM).

Mr. A.N.Khatua, Company Secretary welcomed all the members present at the meeting.

Mr. C.K.Bhartia, Chairman of the Company, chaired the proceedings of the Meeting.

The number of shareholders as on record date on 14<sup>th</sup> September, 2020 were 8480.

The details of number of shareholders present in the meeting are as follows:

<b>Category</b>	<b>Promoter and promoter Group</b>	<b>Public</b>	<b>Total</b>
In Person	N.A	N.A.	-
Through Proxy/ Authorised Representative	N.A	N.A	-
Video Conference	5	54	59
<b>Total</b>	5	54	59

The Chairman called the meeting to order as requisite quorum was present. The Chairman introduced the Directors, Management Members present at the meeting.

The Chairman informed that in view of the restrictions due to outbreak of COVID-19 and considering the social distancing norms, the AGM was conducted through VC/ OAVM. This meeting has been convened and being conducted in accordance with the circulars issued by Ministry of Corporate Affairs and Securities Exchange Board of India (SEBI). The Chairman informed that the Company had tied up with National Securities Depositories Limited (NSDL) to provide facility for voting through remote e-voting, e-voting during the AGM and participation in the AGM through VC/ OAVM facility.

The Chairman informed the Members that the Report of Board of Directors, the Accounts for the Financial Year ended 31<sup>st</sup> March, 2020 and the Notice convening





the 29<sup>th</sup> AGM were taken as read as the same had already been circulated to the Members. As there were no qualifications in the Audit Report, it was not required to be read.

The Chairman informed the Members that pursuant to the Provisions of the Companies Act, 2013, the Rules framed there under and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company had extended the remote e-voting facility to the Members of the Company in respect of the resolutions to be passed at the Meeting. The remote e-voting commenced at 9:00 AM on Friday, 18<sup>th</sup> September, 2020 and ended at 5:00 PM on Sunday, 20<sup>th</sup> September, 2020. The Chairman informed the Members that the facility for voting through e-voting system was made available during the Meeting for Members who had not casted their vote prior to the Meeting.

The Company had appointed Mr. L.N.Panda, Practising Company Secretary, as the Scrutiniser for the purpose of scrutinizing the process of remote e-voting held prior and e-voting during the AGM.

The Chairman addressed the meeting on various issues.

Thereafter, the following resolutions as set out in the Notice convening the 29<sup>th</sup> Annual General Meeting were passed with requisite majority.

Sl. No	Particulars	Nature of Business
1	Adoption of the Audited Standalone Financial Statements of the Company for the Financial Year ended March 31, 2020, together with the Reports of the Board of Directors and the Auditors thereon.	Ordinary
2	Appointment of a Director in place of Mrs. Sunita Dalmia who retires by rotation in terms of the Articles of Association of the Company and being eligible, offers herself for re-appointment.	Ordinary
3	Ratification of appointment of Messers BDS & Co, Chartered Accountants, (Firm Registration number- 326264E) as the Statutory Auditors of the Company.	Ordinary

On the invitation of the Chairman, Members who had registered themselves as speakers, addressed the Meeting through VC/ OAVM and sought clarifications on the Company's accounts and business.



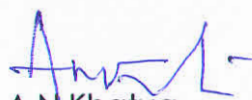
Thereafter, the Chairman announced for voting to be taken electronically (e-voting) and requested Mr. L.N.Panda, Practising Company Secretary, the Scrutiniser for orderly conduct of the voting.

The Chairman announced that the e-voting results along with the consolidated Scrutiniser's Report shall be informed to the Stock Exchanges and also be placed on the website of the Company, NSDL and Stock Exchanges. The meeting concluded at 12:50 PM after being open for 15 minutes for e-voting to be completed.

The meeting was concluded with a vote of thanks by the Company Secretary of the Company.

Post completion of the Annual General Meeting, after scrutiny of votes the Scrutiniser submitted his Report. As per the report submitted by the Scrutiniser considering the consolidated results of the remote e-voting held prior and e-voting during the AGM, all resolutions embodied in the Notice of Annual General Meeting dated 21<sup>st</sup> September, 2020 were passed with requisite majority.

For Suraj Products Limited



A.N.Khatua

Company Secretary & Compliance Officer  
Membership No- A21776

