

Symbiox Investment & Trading Co Ltd

7A, Rani Rashmoni Road
Kolkata - 700 013
Phone : 033-3251 5833
CIN : L65993WB1979PLC032012
Website : www.symbioxinvestment.com
E-mail ID : symbioxinvestment100@gmail.com

Date: 04-09-2022

To,
The Bombay Stock Exchange Limited,
PJ Towers, Dalal Street
Mumbai- 400 001

To,
The Calcutta Stock Exchange Limited
7, Lyons Range,
Kolkata- 700 001

To,
Compliance Department
Metropolitan Stock Exchange of India Limited
Vibgyor Towers, 4th floor, Plot No C 62, G
Opp. Trident Hotel, Bandra Kurla Complex,
Bandra(E), Mumbai - 400 098

Subject: Intimation of 43rd Annual General Meeting schedule to be held on 28th September, 2022.

BSE Scrip Code: 539278; CSE Scrip: 029461; MSEI Symbol: SYMBIOX

Dear Sir/Madam

We are sending herewith the Intimation of 43rd Annual General Meeting of our Company which is scheduled to be held on Wednesday the 28th September, 2022 at 10:00 A. M at 221, Rabindra Sarani, Om Shree Market, 3rd Floor, Kolkata-700007, West Bengal

Please find the Enclosed Document as follows:

- 1) Intimation of Book Closure for the Purpose of 43rd AGM.
- 2) Notice of 43rd Annual General Meeting

Copy of the Annual Report will be submitted to the Stock Exchange within 21 days of AGM after the same approved by the members in 43rd AGM pursuant to the Regulation 34 of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015.

Please take the same on your record and acknowledge the receipt of the same.

Thanking You.
Yours Faithfully,

For Symbiox Investment & Trading Co Ltd

Neha Pansari
Neha Pansari
Company Secretary
M. No. 31763



Symbiox Investment & Trading Co Ltd

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Vibgyor Towers, 4th floor, Plot No
C-62,G Block, Opp. Trident Hotel, Bandra Kurla Complex,
Bandra(E),Mumbai – 400 098

Subject: Intimation of Book Closure & Record dates for the purpose of 43rd Annual General Meeting of the company under Regulation 42 of SEBI (LODR) regulations, 2015.

BSE Scrip Code: 539408; CSE Scrip: 029461; MSEI Symbol: SYMBIOX

Dear Sir/Madam

We are sending herewith the Intimation of Book Closure for the purpose of 43rd Annual General Meeting pursuant to the provisions of Section 91 of the Companies Act, 2013 and Rules thereon and under Regulation 42 of SEBI (LODR) Regulations, 2015 regarding Book Closures from 22nd September, 2022 to 28th September 2022 (Both Days Inclusive) for the purpose of 43rd Annual General Meeting of Our Company which is scheduled to be held on 28th September, 2022 at 10:00 A.M at 221, Rabindra Sarani, Om Shree Market, 3rd Floor, Kolkata-700007.

Kindly note that in terms of Section 10 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company has Fixed Wednesday, 21st September, 2022 as the cut-off date of record the entitlement of the Shareholders to cast their vote electronically at the 43rd Annual General Meeting of the Company scheduled to be held on Wednesday, 28th September 2022 under the Companies Act, 2013 and rules there under.

The Company shall avail remote e-voting Services of Central Depository Services (India) Limited (CDSL) and below is calendar of the events for remote e-Voting:

1.	Cut-off date to record the entitlement of the Shareholders to cast their vote electronically	Wednesday, 21 st September, 2022
2.	Date and time of commencement of voting through electronic means	Sunday, 25 th September, 2022 at 09.00 A.M.
3.	Date and time of end of voting through electronic means	Tuesday, 27 th September, 2022 at 5:00 P.M.
4.	Date of Declaration of results by the Chairman	On or after 28 th September, 2022 (with in Prescribed time limit)

Kindly take the Book Closures dates & Record dates mentioned above in your records.

Thanking You.

Yours Faithfully,

For Symbiox Investment & Trading Co Ltd

Neha Pansari

Neha Pansari
Company Secretary
M. No. 31763



SYMBIOX INVESTMENT & TRADING CO. LTD.

CIN: L65993WB1979PLC032012

7A, RANI RASHMONI ROAD KOLKATA - 700013

Tel. No.:033-32515833

Website: www.symbioxinvestment.com; E-mail: symbioxinvestment100@gmail.com

Notice is hereby given that 43rd Annual General Meeting of the members of the **SYMBIOX INVESTMENT TRADING CO LIMITED** will be held at 221, Rabindra Sarani, Om Shree Market, 3rd Floor, Kolkata-700007, West Bengal on Wednesday, 28th September, 2022 at the 10.00 A.M. to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Annual Financial Statements (Including Consolidated Financial Statements) of the Company for the financial year ended 31st March, 2022, the Reports of Auditors and Directors thereon.
2. To appoint a director in place of Mr. MAHAVIR VERMA [DIN: 08406239] who retires by rotation and being eligible, offers himself for re-appointment.

SPECIAL BUSINESS

Item No 3: To consider and, if thought fit, to pass with or without modification(S), the following resolution as a **SPECIAL RESOLUTION:**

To appoint Mr. Nitesh Poddar as an "Independent Director" of the Company for a period of 5 (Five) years commencing from September 28th, 2022, to consider and if thought fit, to pass the following resolution as

"RESOLVED THAT pursuant to the provisions of section 149, 152 read with Schedule IV and all other applicable provisions of the companies Act, 2013 and the companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and Clause 49 of the Listing Agreement, Mr Nitesh Poddar, (holding DIN: 09673614), has given the deposit of the requisite amount under section 160 of the Companies Act, 2013 proposing his candidature for the office to act as Non-Executive Director of the Company, and has submitted a declaration that he meets the criteria for Independence as provided in section 149(6) of the Act and who is eligible for appointment, be and is hereby recommended by the Nomination and Remuneration Committee to act as an Independent Director of the Company to hold office for 5 (five) consecutive years Commencing from the date of this Annual General Meeting and shall not be liable to retire by rotation"

"RESOLVED FURTHER THAT pursuant to the provisions of Sections 149, 197 and any other applicable provisions of the Companies Act, 2013 and rules made there under [including any Statutory modification(s) or re-enactment(s) thereof for the time being in force], Mr. Nitesh Poddar be paid such fees and commission as the Board may approve from time to time and Subject to such limits, prescribed or as may be prescribed from time to time."

Item No.4: To Consider and if thought fit to pass with or without modification(S), following resolution as a **Special Resolution**

“RESOLVED THAT pursuant to the provisions of section 149, 152 read with Schedule IV and all other applicable provisions of the companies Act, 2013 and the companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and Clause 49 of the Listing Agreement, Ms Mina Devi Agarwal, (holding DIN: 07370734), is eligible to be reappointed as the Director of the Company, as a Non-Executive Director of the Company and who has submitted a declaration that she meets the criteria for Independence as provided in section 149(6) of the Act, be and is hereby reappointed as an Independent Director of the Company to hold office for 5 (five) consecutive years Commencing from the date of this Annual General Meeting and shall not be liable to retire by rotation”

“RESOLVED FURTHER THAT pursuant to the provisions of Sections 149, 197 and any other applicable provisions of the Companies Act, 2013 and rules made there under [including any Statutory modification(s) or re-enactment(s) thereof for the time being in force], Ms. Mina Devi Agarwal be paid such fees and commission as the Board may approve from time to time and Subject to such limits, prescribed or as may be prescribed from time to time.”

Item No.5: To Consider and if thought fit to pass with or without modification(S), following resolution as a **Special Resolution**

“RESOLVED THAT pursuant to the provisions of section 149, 152 read with Schedule IV and all other applicable provisions of the companies Act, 2013 and the companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and Clause 49 of the Listing Agreement, Mrs. Rajkumari Naskar (DIN NO: 09409954), was appointed as an Additional Independent Director of the Company, meeting of the Board of Director held on 12th February, 2022 as an Additional Independent Director of the Company, who has submitted a declaration that he meets the criteria for Independence as provided in applicable section of the Act and who is eligible for appointment, be and is hereby appointed as an Independent Director of the Company .”

“RESOLVED FURTHER THAT pursuant to the provisions of Sections 149, 197 and any other applicable provisions of the Companies Act, 2013 and rules made there under [including any Statutory modification(s) or re-enactment(s) thereof for the time being in force], Mrs. Rajkumari Naskar (DIN NO: 09409954), be paid such fees and commission as the Board may approve from time to time and Subject to such limits, prescribed or as may be prescribed from time to time.”

Date: 23/08/2022

**By order of the Board
Symbiox Investment & Trading Co. Limited**

Place: Kolkata

Sd/-

**Neha Pansari
Company secretary**

NOTES:

1. **A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY.** The instrument of Proxy in order to be effective shall be deposited at the Corporate Office of the Company by not less than 48 hours before the commencement of the Meeting.

Pursuant to the provisions of Section 105 of the Companies Act, 2013, a person can act as a proxy on behalf of not more than fifty (50) members and holding in aggregate not more than 10% of the total share capital of the Company carrying voting rights. However, a Member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy, who shall not act as a proxy for any other person or shareholder. The appointment of proxy shall be in the Form No. MGT.11 annexed herewith.

2. The Register of Members and Share Transfer Books of the Company will remain closed from 22nd September, 2022 to 28th September, 2022 (Both days inclusive).
3. Members holding shares in the electronic form are requested to inform any changes in address/bank mandate directly to their respective Depository Participants.
4. Members are requested to hand over the enclosed Attendance Slip, duly signed in accordance with their specimen signature(s) registered with the Company for admission to the meeting hall. Members who hold shares in dematerialised form are requested to bring their Client ID and DP ID Numbers for identification.
5. Corporate Members are requested to send to the Company's Registrar & Transfer Agent, a duly certified copy of the Board Resolution authorizing their representative to attend and vote at the Annual General Meeting.
6. In case of joint holders attending the Meeting, only such joint holders who are higher in the order of names will be entitled to vote.
7. Members holding shares in electronic form may note that bank particulars registered against their respective registered accounts will be used by the Company for the payment of dividend. The Company or its Registrar and Share Transfer Agent cannot act on any request received directly from the members holding shares in electronic form for any change of bank particulars or bank mandates. Such changes are to be advised only to the Depository Participant of the members.
8. The Securities and Exchange Board of India has mandated submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in demat form are, therefore, requested to submit PAN details to the Depository Participants with whom they have demat accounts. Members holding shares in physical form can submit their PAN details to the Company/ Registrar and Share Transfer Agents (M/s. ABS Consultants Private Limited.)
9. As a measure of austerity, copies of the annual report will not be distributed at the Annual General Meeting. Members are therefore, requested to bring their copies of the Annual Report to the Meeting.

10. Members holding shares in the same name under different ledger folios are requested to apply for Consolidation of such folios and send the relevant share certificates to M/s. ABS Consultants Private Limited., Share Transfer Agents of the Company for their doing the needful.
11. Members are requested to send their queries at least 10 days before the date of meeting so that information can be made available at the meeting.
12. In respect of shares held in physical mode, all shareholders are requested to intimate changes, if any, in their registered address immediately to the registrar and share transfer agent of the company and correspond with them directly regarding share transfer/transmission /transposition, Demat / Remat, change of address, issue of duplicate shares certificates, ECS and nomination facility.
13. In terms of Section 72 of the Companies Act, 2013, a member of the company may nominate a person on whom the shares held by him/her shall vest in the event of his/her death. Members desirous of availing this facility may submit nomination in prescribed Form-SH-13 to the company/RTA in case shares are held in physical form, and to their respective depository participant, if held in electronic form.
14. Electronic copy of the 43rd Annual Report for 2021-22 is being sent to all the members whose email IDs are registered with the Company/Depository Participants(s) for communication purposes unless any member has requested for a hard copy of the same. For members who have not registered their email address, physical copies of the Annual Report for 2021-22 is being sent in the permitted mode.
15. Members may also note that the Notice of the 43rd Annual General Meeting and the Annual Report for 2021-22 will also be available on the Company's website www.symbioxinvestment.com for their download. The physical copies of the aforesaid documents will also be available at the Company's Registered Office for inspection during normal business hours on working days. Even after registering for e-communication, members are entitled to receive such communication in physical form, upon making a request for the same, by post free of cost. For any communication, the shareholders may also send requests to the Company's investor email id: symbioxinvestment100@gmail.com

16. Voting through electronic means

Pursuant to Section 108 of the Companies Act, 2013, read with the relevant Rules of the Act, the Company is pleased to provide the facility to Members to exercise their right to vote by electronic means. The Members, whose names appear in the Register of Members / list of Beneficial Owners as on 21.09.2022, i.e., the date prior to the commencement of book closure date are entitled to vote on the Resolutions set forth in this Notice. The remote e-voting period will commence at 09.00 a.m. on Sunday 25th of September, 2022 and will end at 5.00 p.m. on Tuesday 27th of September, 2022. The facility for voting through electronic voting system ('Insta Poll') shall be made available at the meeting

and the members attending the meeting who have not cast their vote by remote e-voting shall be able to vote at the meeting through 'Insta Poll'. The Company has appointed Mr. Akhil Agarwal, Practising Company Secretary having Membership No. A35073 to act as the Scrutinizer, to scrutinize the Insta Poll and remote e-voting process in a fair and transparent manner. The Members desiring to vote through remote e-voting refer to the detailed procedure given hereinafter.

THE INTRUCTIONS OF SHAREHOLDERS FOR REMOTEE-VOTING AND E-VOTING DURING AGM/EGM AND JOININGMEETING THROUGH VC/OAVMARE AS UNDER:

- (i) The voting period begins on Sunday, 25th September, 2022 from 9:00 A.M. and ends on Tuesday, 27th September, 2022 from 5:00 P.M. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date 21st September, 2022 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
- (iii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2021/242 dated 09.12.2021, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/retail shareholders is at a negligible level.

Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

- (iv) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2021/242 dated December 9, 2021 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to abovesaid SEBI Circular, Login method for e-Voting and joining virtual meetings for Individual shareholders holding securities in Demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL	<ol style="list-style-type: none"> 1) Users who have opted for CDSL Easy / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easy / Easiest are https://web.cdslindia.com/myeasi/home/login or visit www.cdslindia.com and click on Login icon and select New System Myeasi. 2) After successful login the Easy / Easiest user will be able to see the e-Voting option for eligible companies where the e-voting is in progress as per the information provided by company. On clicking the e-voting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers i.e., CDSL/NSDL/KARVY/LINKINTIME, so that the user can visit the e-Voting service providers' website directly. 3) If the user is not registered for Easy/Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration 4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the e-voting is in progress and also able to directly access the system of all e-Voting Service Providers.
Individual Shareholders holding securities in demat mode with NSDL	<ol style="list-style-type: none"> 1) If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsd.com either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

	<p>2) If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select “Register Online for IDeAS Portal” or click https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp at</p> <p>3) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e., your sixteen-digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting</p>
Individual Shareholders (holding securities in demat mode) login through their Depository Participants	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.</p>

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022-23058738 and 22-23058542-43.
Individual Shareholders holding securities in Demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30

(v) Login method for e-Voting and joining virtual meeting for shareholders other than individual shareholders holding in Demat form & physical shareholders.

- 1) The shareholders should log on to the e-voting website www.evotingindia.com.
- 2) Click on “Shareholders” module.
- 3) Now enter your User ID
 - a. For CDSL: 16 digits beneficiary ID,
 - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
- 4) Next enter the Image Verification as displayed and Click on Login.
- 5) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.
- 6) If you are a first-time user follow the steps given below:

	For Shareholders holding shares in Demat Form other than individual and Physical Form
PAN	Enter your 10-digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"> • Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.
Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. <ul style="list-style-type: none"> • If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (v).

- (vi) After entering these details appropriately, click on “SUBMIT” tab.
- (vii) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach ‘Password Creation’ menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (viii) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (ix) Click on the EVSN for the relevant Symbiox Investment & Trading Co Ltd on which you choose to vote.

- (x) On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (xi) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xii) After selecting the resolution, you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.
- (xiii) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xiv) You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- (xv) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xvi) Facility for Non – Individual Shareholders and Custodians –Remote Voting
- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to www.evotingindia.com and register themselves in the “Corporates” module.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
 - The list of accounts linked in the login should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
 - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (C) Alternatively, Non-Individual shareholders are required to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; symbioxinvestment100@gmail.com (designated email address by company), if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

By order of the Board

For Symbiox Investment & Trading Co Limited

Date: 23/08/2022

Place: Kolkata

Sd/-

Neha Pansari

Company Secretary

Explanatory Statement Pursuant to Section 102 of the Companies Act, 2013 on Item No.3

Item No. 3: Appointment of Mr. Nitesh Poddar (DIN: 09673614) as a Director of Company.

In terms of the requirements of the section 149, 152, 160, 161 and any other applicable provisions of the Companies Act, 2013 and the rules made thereunder of Companies Act, 2013 approval of the members of the Company is required for the appointment of Mr. Nitesh Poddar as an Independent Director of the Company.

The Company has received the consent from Mr. Nitesh Poddar as required under the provisions of Section 149(6) of the Companies Act, 2013 and the Rules framed thereunder as well as Regulation 16(1) (b) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and also declaration confirming that he is not disqualified from being appointed as a Director in terms of Section 164 of the Companies Act, 2013 and that no order of Securities and Exchange Board of India (SEBI) or any other such authority has been passed against Mr. Nitesh Poddar debarring him from accessing the capital markets and restraining from holding the position of Director in any listed company.

In the opinion of the Board of Directors, Mr. Nitesh Poddar possesses the requisite integrity, expertise and experience and fulfil the criteria of Independence as specified under Section 149 of the Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as may be amended from time to time.

The brief profile of Mr. Nitesh Poddar in terms of Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standards on General Meetings (SS-2) issued by the Institute of Company Secretaries of India (ICSI) is provided in **Annexure- I**

Item No 4: Appointment of Ms. Mina Devi Agarwal (DIN: 09673614) as a Director of Company.

Ms. Mina Devi Agarwal is eligible to be re-appointed as a Director on the Board of Directors of the Company. As per the provisions of Section 161 of the Companies Act, 2013, Ms. Agarwal shall hold office up to the date of the ensuing Annual General Meeting of the Company. The Company has received valid notice and requisite deposit from a Member of the Company under Section 160 of the Companies Act, 2013, proposing the candidature of Ms. Agarwal for the office of Director. In view of the background and experience of Ms. Agarwal, it will be in the interest of the Company that she continues as a director of the Company.

The Board of Director considered the matter of her appointment and felt that her continued association would be of immense benefit to the Company and it is therefore, desirable to continue to avail her service as Management & Finance. Accordingly, the Board recommends the Resolution relating to her appointment as a Management & Finance, for the approval by the members of The Company.

Ms. Mina Devi Agarwal, 59 Years, has given her consent to act as a Non-Executive Independent Director of the Company. Ms Gupta is a B. Com; she has vast experience in Management & Finance.

Except Ms Mina Devi Agarwal, being an appointee, none of the Directors and Key Managerial Personnel of the Company and their relatives is, in any way, concerned or interested, financially or otherwise, in the above matter.

Item No 5: Appointment of *Ms. Rajkumari Naskar* (DIN NO: 09409954) as a Director of Company.

Ms. Rajkumari Naskar, is appointed as an Additional Independent Director on the Board of Directors of the Company w.e.f 12th February, 2022. As per the provisions of Section 161 of the Companies Act, 2013, Mrs. Naskar shall hold office up to the date of the ensuing Annual General Meeting of the Company. The Company has received valid notice and requisite deposit from a Member of the Company under Section 160 of the Companies Act, 2013, proposing the candidature of Mrs. Naskar for the office of Director. In view of the background and experience of Mrs. Naskar, it will be in the interest of the Company that he continues as a director of the Company.

The Board of Director considered the matter of her appointment and felt that his continued association would be of immense benefit to the Company and it is therefore, desirable to continue to avail his service as Management & Finance. Accordingly, the Board recommends the Resolution relating to his appointment as a Management & Finance, for the approval by the members of The Company.

Mrs. Rajkumari Naskar, 38 Years, was appointed as an Additional Independent Director of the Company on 12th February, 2022. Mrs Naskar is a B. Com; she has vast experience in Management & Finance.

Except Mrs. Rajkumari Naskar, being an appointee, none of the Directors and Key Managerial Personnel of the Company and their relatives is, in any way, concerned or interested, financially or otherwise, in the above matter.

ANNEXURE- I

1.	Director Identification Number (DIN):	09673614
2.	Name (in full):	NITESH PODDAR
3.	Father's Name (in full):	SHANKAR PODDAR
4.	Address:	200, KALIGHAT ROAD, KOLKATA-700026
5.	E-mail id:	<u>Spoddar490@gmail.com</u>
6.	Mobile no.	7980003413
7.	Income-tax PAN	DSWPP9015H
8.	Occupation:	Business
9.	Date of birth:	14/10/1995
10.	Nationality:	Indian
11.	Number of companies in which I am already a director and out of such companies the names of the companies in which I am a Managing Director, Chief Executive Officer, Whole time Director, Secretary, Chief Financial Officer, Manager:	TWO
12.	Particulars of membership number and Certificate of practice number if the applicant is a member of any professional Institute. (Specifically state NIL if none.)	NIL

SYMBIOX INVESTMENT & TRADING CO. LTD.

CIN: L65993WB1979PLC032012

7A, RANI RASHMONI ROAD KOLKATA - 700013

Tel. No.:033-32515833

Website: www.symbioxinvestment.com/; E-mail: symbioxinvestment100@gmail.com

43RD Annual General Meeting

ATTENDANCE SLIP

(Members or their proxies are requested to present this form for admission, duly signed in accordance with their specimen signatures registered with the Company.)

DP Id *		Client Id*	
Regd. Folio No.		No. of Shares	

*Applicable for shares held in electronic form

Name(s) and address of the shareholder / Proxy in full: _____

I/we hereby record my/our presence at the 43RD Annual General Meeting of the Company being held on Wednesday, 28th day of September, 2022 at 10.00 a.m. at the at 221, Rabindra Sarani, Om Shree Market, 3rd floor, Kolkata-700007

Member's Name: _____

Proxy's Name: _____

Member's/Proxy's Signature _____

ELECTRONIC VOTING PARTICULARS

Electronic Voting Sequence Number (EVSN)	User id	Password
	Please use existing user id and password	

Note: Please refer to the instruction printed under the note to the Notice of the 43rd Annual General Meeting. The E-voting period starts Sunday, 25-09-2022 at 09:00 am IST and ends on Tuesday 27-09-2022 at 5:00 pm IST. The E-Voting portal shall be disabled by CDSL immediately after 5:00 pm IST on 27-09-2022.

SYMBIOX INVESTMENT & TRADING CO. LTD.

CIN: L65993WB1979PLC032012

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Tel. No.:033-32515833

Website: www.symbioxinvestment.com/; E-mail: symbioxinvestment100@gmail.com

Form No. MGT-11

Proxy form

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

Name of the Member(s)		
Registered Address		
E-mail Id	Folio No /Client ID	DP ID

Name:	E-mail Id:
Address:	
Signature, or failing him	

as my/ our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 43rd Annual General Meeting of the company, to be held on Wednesday, the 28th day of September, 2022 at 10:00 A.M. at 221, Rabindra Sarani, Om Shree Market, 3rd Floor, Kolkata, 700007 and at any adjournment thereof in respect of such resolutions as are indicated below:

Sl. No.	Resolution(S)	I /we assent to the Resolution (FOR)	I /we dissent to the Resolution (AGAINST)
1.	Adoption of statement of Profit & Loss, Balance Sheet, report of Director's and Auditor's for the financial year 31st March, 2022		
2.	Appointment of director in place of Mr. Mahabir Verma, who retire by rotation		
3.	Appointment of Mr. Nitesh Poddar (09673614) as an Independent Director of the Company for a period of Five Years.		
4.	Appointment of Ms. Mina Devi Agarwal (07370734) as an Independent Director who holds office upto a period of Five Years.		
5.	Regularisation Of Mrs. Rajkumari Naskar (DIN: 09409954) as a Director of Company		

* Applicable for investors holding shares in electronic form.

Signed this ___ day of ___ 20__

Signature of Shareholder

Signature of Proxy holder

Affix
Revenue
Stamps

Signature of the shareholder
across Revenue Stamp

Note:

- 1) This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the Meeting.
- 2) The proxy need not be a member of the company.

ELECTRONIC VOTING PARTICULARS

EVEN (Remote E -Voting Event Number)	USER ID	PASSWORD

Notes: 1) Each equity share of the Company carries one vote.

2) Please read carefully the instructions printed overleaf before exercising the vote.

ROAD MAP TO AGM VENUE



**221, Rabindra Sarani, Om Shree Market,
Kolkata-700007**