

COMSYN/BSE/2020-21

Date: 02nd September,2020

Online Filing at: www.listing.bseindia.com

To,
The General Manager,
DCS-CRD
BSE Limited
PhirozeJeejeebhoy Towers
Dalal Street Mumbai- 400001(MH)

BSE Scrip ID: COMSYN BSE Scrip Code: 539986

Sub: Filing of the Notice of 36th Annual General Meeting to be held on 29th September,2020.

Dear Sir/Ma'am,

We are pleased to submit a Copy of the Notice of the 36th Annual General Meeting of the Company to be held on Tuesday, the 29th September,2020. at 2.00 P.M. through Video Conferencing or Other Audio Video Means (OAVM) for which purposes the corporate office of the company situated at **Commercial House, 3-4, Jaora Compound, M.Y.H. Road Indore (M.P.) 452001** shall be deemed as the venue for the Meeting and the proceedings of the AGM shall be deemed to be made thereat.

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

Thanking You,
Yours Faithfully,

For, **COMMERCIAL SYN BAGS LIMITED**


ANIL CHOUDHARY
CHAIRMAN & MANAGING DIRECTOR
DIN: 00017913



Encl.: Notice of 36th Annual General Meeting.

NOTICE

Notice is hereby given that 36th Annual General Meeting of the members of **COMMERCIAL SYN BAGS LIMITED** will be held on **Tuesday the 29th day of September, 2020** at 2:00 P.M. through Video Conferencing (VC)/Other Audio Visual Means (OAVM) for which purposes registered office of the company situated at Commercial House, 3-4, Jaora Compound, M.Y.H. Road Indore (M.P.) 452001 shall be deemed as the venue for the Meeting and the proceedings of the AGM shall be deemed to be made thereat, to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider, approve and adopt the Audited Financial Statements containing the Balance Sheet as at 31st March 2020, the statement of Profit & Loss, Cash Flow, Changes in Equity and notes thereto of the company for the financial year ended 31st March 2020 and the Report of the Board's and Auditors thereon as on that date.
2. To declare dividend on the 1,18,17,400 equity shares of Rs. 10/- each of the Company for the financial year ended 31st March, 2020.
3. To appoint a director in place of **Mr. Anil Choudhary (DIN: 00017913) Chairman and Managing Director**, who is liable to retire by rotation and being eligible offers himself for re-appointment.

SPECIAL BUSINESS:

4. To consider and approve re-appointment of **Shri Virendra Singh Pamecha (DIN: 07456367)** as Whole-time Director & KMP for a further period of 5 (Five) Years w.e.f. 26th March, 2021 and in this regard to consider and, if thought fit to pass with or without modification(s), the following resolution as an **Special Resolution**:

“RESOLVED THAT pursuant to recommendation of the Nomination and Remuneration Committee and Board of Directors pursuant to the provisions of section 196, 197, 198, 203 and other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force), read with Schedule V to the Companies Act, 2013 and Articles of Association of the Company the approval of the Members be and is hereby accorded for re-appointment of **Shri Virendra Singh Pamecha (DIN: 07456367)** as Whole-time Director of the Company for a further period of 5 years with effect from 26th March, 2021 on the remuneration not exceeding Rs. 1,75,000/- (Rupees One Lakh Seventy-Five Thousand only) per month.

RESOLVED FURTHER THAT in addition of aforesaid remuneration, Shri Virendra Singh Pamecha, Whole-time Director shall also be entitled for the following benefits and shall not be considered for the purpose of calculation of the maximum permissible remuneration as it covers under the exempted category.

1. **Employers Contribution to PF:** As per the Rules of the Company.
2. **Gratuity:** As per the rules of the Company, subject to the maximum ceiling as may be prescribed under the Payment of Gratuity Act from time to time.
3. **Earned Privilege Leave:** As per the rules of the Company subject to the condition that the leave accumulated but not availed of will be allowed to be encashed for 15 days' salary for every year of completed services at the end of the tenure.

FACILITIES TO PERFORM THE COMPANY'S WORK:

1. **Car:** The Company shall provide a car with driver for the Company's business and if no car is provided, reimbursement of the conveyance/car expenses shall be made as per actual on the basis of claims submitted by him.
2. **Telephone, Internet & Cell:** Free use of telephone, internet at his residence and Cell phone, provided that the personal long distance calls on the telephone shall be billed by the Company to the Whole-time Director.

RESOLVED FURTHER THAT in the event of there being any loss or inadequacy of profit for any financial year, the aforesaid remuneration payable to Shri Virendra Singh Pamecha shall be minimum remuneration payable by the Company as per the requirement of Schedule V of the Companies Act, 2013.

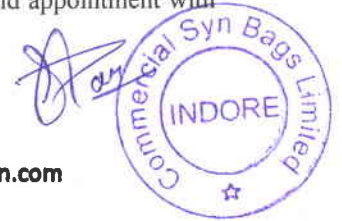
RESOLVED FURTHER THAT there shall be clear relation of the Company with Shri Virendra Singh Pamecha as “the Employer-Employee” and each party may terminate the above said appointment with six months' notice in writing or salary in lieu thereof.

Commercial Syn Bags Limited

CIN : L25202MP1984PLC002669

Registered Office : Commercial House, 3-4, Jaora Compound, M.Y.H. Road, INDORE - 452 001, M.P. INDIA

Ph. +91-731-2704007, 4279525 Fax : +91-731-2704130 E-mail : mails@comsyn.com, Visit at : www.comsyn.com



RESOLVED FURTHER THAT Shri Virendra Singh Pamecha, Whole-time Director shall also be entitled to reimbursement of actual entertainment, travelling time to time to perform his duties as per rules of the Company.

RESOLVED FURTHER THAT the Board of directors of the Company be and is hereby authorized to do all such acts, deeds, matters and things and to decide breakup of his remuneration within the permissible limits in its absolute discretion as may be considered necessary, expedient or desirable and to vary, modify the terms and conditions and to settle any question, or doubt that may arise in relation thereto in order to give effect to the foregoing resolution, or as may be otherwise considered by it to be in the best interest of the Company without any requirement to seek further approval of the members of the Company."

5. To approve re-appointment of **Shri Anil Choudhary (DIN: 00017913)** as the Chairman and Managing Director & Chairman for a further period of 5 (Five) Years w.e.f. 20th February, 2021 and in this regard to consider and, if thought fit to pass with or without modification(s), the following resolution as an **Special Resolution**:

"RESOLVED THAT pursuant to recommendation of the Nomination and Remuneration Committee and Board of Directors and subject to the provisions of Section 196,197,198, 203 and other applicable provisions of the Companies Act, 2013 and the rules made thereunder (including any statutory modification or re-enactment thereof) read with Schedule V of the Companies Act, 2013 and Articles of Association of the company, approval of the members of the Company be and is hereby accorded for re-appointment of **Shri Anil Choudhary as the Chairman & Managing Director** of the Company for a further period of five years w.e.f. 20th February, 2021 on remuneration upto Rs. 7,00,000/- (Rupees Seven Lakhs) per month, whose period of office is liable to retirement by rotation.

FURTHER RESOLVED THAT in addition of his aforesaid remuneration, Shri Anil Choudhary, the Chairman & Managing Director shall also be entitled for the following benefits and shall not be considered for the purpose of calculation of the maximum permissible remuneration as it covers under the exempted category.

1. **Employers Contribution to PF:** As per the Rules of the Company.
2. **Gratuity:** As per the rules of the Company, subject to the maximum ceiling as may be prescribed under the Payment of Gratuity Act from time to time.
3. **Earned Privilege Leave:** As per the rules of the Company subject to the condition that the leave accumulated but not availed of will be allowed to be encashed for 15 days salary for every year of completed services at the end of the tenure.
4. Commission @ 2% of the net Profits of the Company.
5. Mediclaim and accidental insurance, the annual premium of which shall not exceed Rs. 50,000.
6. Leave Travel Concession for self and family once in a year upto Rs. 2,00,000
7. Other perquisites as may be allowed under Income Tax.

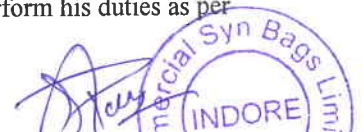
FACILITIES TO PERFORM THE COMPANY'S WORK:

1. **Car:** The Company shall provide car with driver for the Company's business and if no car is provided, reimbursement of the conveyance/car expenses shall be made as per actual on the basis of claims submitted by him.
2. **Telephone, Internet and Cell:** Free use of telephone, internet at his residence and Cell phone, provided that the personal long distance calls on the telephone shall be billed by the Company to the Chairman and Managing Director.

FURTHER RESOLVED THAT in the event of there being any loss or inadequacy of profit for any financial year, the aforesaid remuneration payable to Shri Anil Choudhary shall be minimum remuneration payable by the Company.

FURTHER RESOLVED THAT there shall be clear relation of the Company with Shri Anil Choudhary as "the Employer-Employee" and each party may terminate the above said appointment with six months' notice in writing or salary in lieu thereof.

RESOLVED FURTHER THAT Shri Anil Choudhary, the Chairman & Managing Director shall also be entitled to reimbursement of actual entertainment, travelling time to time to perform his duties as per rules of the Company.



RESOLVED FURTHER THAT the Board of Directors be and is hereby authorized to do all such acts, deeds, matters and things and to decide breakup of his remuneration within the permissible limits in its absolute discretion as may considered necessary, expedient or desirable and to vary, modify the terms and conditions and to settle any question, or doubt that may arise in relation thereto in order to give effect to the foregoing resolution, or as may be otherwise considered by it to be in the best interest of the Company without any requirement to seek further approval of the members of the company.

6. To approve re-appointment of **Shri Chintan Pushpraj Singhvi (DIN: 07334755)** as the Independent Director for a further period of 5 (Five) consecutive years w.e.f. 30th November, 2020 and in this regard to consider and, if thought fit to pass with or without modification(s), the following resolution as an **Special Resolution:**

“RESOLVED THAT pursuant to the provisions of sections 149 and 152 read with Schedule IV and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Appointment and Qualification of Directors) Rules, 2014 and the applicable provisions of the SEBI (LODR) Regulations, 2015 (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), **Shri Chintan Pushpraj Singhvi (DIN: 07334755)**, who was appointed as an Independent Director upto the 1st term of 5 years ending on 29th Nov., 2020 and being eligible, and has submitted a declaration for his independence and upon recommendation of the Nomination and Remuneration Committee and the Board of directors, be and is hereby re-appointed as an Independent Director of the Company, not liable to retire by rotation and to hold office for a second term of 5 (five) consecutive years, w.e.f. 30th Nov., 2020 to 29th Nov., 2025.”

Date: 2nd September, 2020

Place: Indore

Commercial Syn Bags Limited

CIN: L25202MP1984PLC002669

Registered Office: Commercial House,

3-4, Jaora Compound

M.Y.H. Road Indore (M.P.) 452001

By order of the Board of Director


Sandeep Patel
Company Secretary
ACS 54908



NOTES:

1. In view of the massive outbreak of the COVID-19 pandemic, social distancing is a norm to be followed and pursuant to the Circular No. 14/2020 dated 8th April, 2020, Circular No.17/2020 dated 13th April, 2020 issued by the Ministry of Corporate Affairs (MCA) followed by Circular No. 20/2020 dated 5th May, 2020, physical attendance of the Members to the AGM venue is not required and Annual General Meeting (AGM) beheld through Video Conferencing (VC) or Other Audio Visual Means (OAVM). Hence, Members can attend and participate in the ensuing AGM through VC/OAVM only and no physical presence at the meeting is required.
2. In terms of the Articles 164A as amended by the Members of the Company by way of Postal Ballot Process including Remote-E-voting. The Members of the Company can waive/forgo, if he/they so desire(s), his/ their right to receive the dividend (interim or final) for any financial year on a year to year basis, as per the rules framed by the Board of Directors of the Company from time to time for this purpose. Therefore, the Shareholder, if so wishes exercise their rights to waive/forgo the rights to receive the Dividend for the year 2019-20 needs to fill up the form as available on the website of the company www.comsyn.com copy of the same is also enclosed with Annual Report and send it to the Company Secretary of the company by way of email at cs@comsyn.com or investors@comsyn.com or investor@bigshareonline.com or at the Registered Post or by hand on or before 22nd Sept., 2020.
3. Pursuant to the Circular No. 14/2020 dated 8th April, 2020, issued by the MCA, the facility to appoint proxy to attend and cast vote for the members is not available for this AGM. However, the Body Corporates are entitled to appoint authorised representatives to attend the AGM through VC/OAVM and participate there at and cast their votes through e-voting. Therefore, Proxy Form and Attendance Slip is not attached with this notice.
4. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under section 103 of the Companies Act, 2013.
5. Pursuant to the provisions of section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations

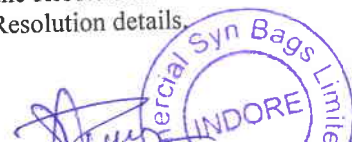
- & Disclosure Requirements) Regulations, 2015 (as amended), and the Circulars issued by the MCA dated 8th April, 2020, 13th April, 2020 and 5th May, 2020 the Company is providing facility of remote e-voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has made an arrangement with Central Depository Services (India) Limited (CDSL) for facilitating voting through electronic means, and independent agency for providing necessary platform for Video Conference/OAVM and necessary technical support as may be required. Therefore, the facility of casting votes by a member using remote e-voting system as well as e-voting on the day of the AGM will be provided by CDSL.
6. The Notice calling the AGM alongwith complete Annual Report has been uploaded on the website of the Company. The Notice can also be accessed from the websites of the Stock Exchanges i.e. BSE Ltd. at www.bseindia.com and the AGM Notice is also available on the website of CDSL (agency for providing the Remote e-voting facility and providing necessary platform for Video Conference/OAVM) i.e. www.evotingindia.com
 7. This AGM has been convened through VC/OAVM in compliance with applicable provisions of the Companies Act, 2013 read with MCA Circular No. 14/2020 dated 8th April, 2020 and MCA Circular No. 17/2020 dated 13th April, 2020 and MCA Circular No. 20/2020 dated 5th May, 2020.
 8. The recorded transcript of the forthcoming AGM shall also be made available on the website of the Company – www.comsyn.com as soon as possible after the Meeting is over.
 9. In compliance with the aforesaid MCA Circulars dated 5th May, 2020 and SEBI Circular dated May 12th, 2020, Notice of the AGM along with the Annual Report 2019-20 is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/Depositories. Members may note that the Notice and Annual Report 2019-20 will also be available on the Company's website-www.comsyn.com/, websites of the Stock Exchanges i.e. BSE Limited at www.bseindia.com, and on the website of CDSL <https://www.evotingindia.com>. However, if any specific request received from the members for demanding of the physical copy of the Annual Report will be provided by the company but subject to time taken by the courier and Postal Department looking to the Covid-19.
 10. Members joining the meeting through VC, who have not already cast their vote by means of remote e-voting, shall be able to exercise their right to vote through e-voting at the AGM. The Members who have cast their vote by remote e-voting prior to the AGM may also join the AGM through VC but shall not be entitled to cast their vote again.
 11. Pursuant to Finance Act, 2020, dividend income if any declared by the Company will be taxable in the hands of shareholders w.e.f. April 1, 2020 and the Company shall be required to deduct tax at source from dividend paid to shareholders at the prescribed rates. For the prescribed rates for various categories, the shareholders are requested to refer to the Finance Act, 2020 and amendments thereof. The shareholders are requested to update their PAN with the Bigshare Services Private Limited, the Share Transfer Agent (in case of shares held in physical mode) and to the concerned depositories. (in case of shares held in demat mode) A Resident individual shareholder with PAN and who is not liable to pay income tax can submit a yearly declaration in Form No. 15G/15H, to avail the benefit of non-deduction of tax at source by email to investors@comsyn.com by 11:59 p.m. IST on September 22nd, 2020. Shareholders are requested to note that in case their PAN is not registered, the tax will be deducted at a higher rate of 20%.
 12. Non-resident shareholders can avail beneficial rates under tax treaty between India and their country of residence, subject to providing necessary documents i.e. No Permanent Establishment and Beneficial Ownership Declaration, Tax Residency Certificate, Form 10F, any other document which may be required to avail the tax treaty benefits by sending an email to investors@comsyn.com. The aforesaid declarations and 2. documents need to be submitted by the shareholders by 11:59 p.m. IST on September 22nd, 2020.
 13. The Explanatory Statement pursuant to section 102 of the Companies Act, 2013, which sets out details relating to special business at the meeting is annexed and forms part of the Notice.
 14. Register of Members and Share Transfer Books of the Company will remain closed from **Tuesday, 22nd September, 2020 to Tuesday, 29th September, 2020 (both days inclusive)** for the Annual General Meeting and ascertainment for entitlement of payment of dividend to the members whose names appear in the Register of members and the records of the beneficiaries of the CDSL and NSDL on the date of the Annual General Meeting.
 15. The voting rights of members shall be in proportion to their shares of the paid-up equity share capital of the Company as on the cut-off date **22nd September, 2020 (Monday)**.
 16. CS Ishan Jain, Practicing Company Secretary (F.R.No. I2014MP1139600, M.No. FCS 9978 & C.P. No. 13032) and Proprietor of M/s. Ishan Jain & Co., Company Secretaries, Indore has been appointed as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting at the AGM and remote e-voting process in a fair and transparent manner.



17. Members desirous of obtaining any information concerning Accounts and Operations of the Company are requested to address their questions in writing to the Company at least 7 days before the date of the Meeting at its email ID investors@comsyn.com so that the information required may be made available at the Meeting.
18. The Members are requested to:
- Quote their ledger folio / DP and Client ID number in all their correspondence.
 - Send their Email address to us for prompt communication and update the same with their D.P to receive soft copy of the Annual Report of the Company.
19. Members are requested to notify immediately any change in their address and also intimate their active E-Mail ID to their respective Depository Participants (DPs) in case the shares are held in demat form to the Registrar and Share Transfer Agent Bigshare Services Private Limited, 1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri (East), Mumbai, (M.H.) 400059 having email Id investor@bigshareonline.com, to receive the soft copy of all communication and notice of the meetings etc., of the Company.
20. The report on the Corporate Governance and Management Discussion and Analysis also form part to the report of the Board Report.
21. The Register of Directors and Key Managerial Personnel and their shareholding, and the Register of Contracts or Arrangements in which the directors are interested, maintained under the Companies Act, 2013 will be available for inspection by the Members electronically during the 36th AGM. Members seeking to inspect such documents can send an email to investors@comsyn.com.
22. **Voting through electronic means**
Members are requested to carefully read the below mentioned instructions for remote e-voting before casting their vote.
- The voting period begins on **26th September 2020 (Saturday) and ends on 28th September, 2020 (Monday)**. During this period shareholders of the Company, holding shares in dematerialized form, as on the cut-off date (record date) may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
 - The Members who have cast their vote by remote e-voting prior to the AGM may also join the AGM through VC but shall not be entitled to cast their vote again.
 - The shareholders should log on to the e-voting website www.evotingindia.com.
 - Click on "Shareholders" module.
 - Now Enter your User ID
 - For CDSL: 16 digits beneficiary ID,
 - For NSDL: 8 Characters DP ID followed by 8 digits Client ID
 - Next enter the Image Verification as displayed and Click on Login.
 - If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
 - If you are a first-time user follow the steps given below:

For Shareholders holding shares in Demat Form	
PAN	Enter your 10-digit alpha-numeric PAN issued by Income Tax Department Shareholders who have not updated their PAN with the Company/Depository Participant the first two letters of their name and the 8 digits of the sequence number in the PAN field.
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. 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).

- After entering these details appropriately, click on "SUBMIT" tab.
- 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.
- Click on the EVSN for the relevant Commercial Syn Bags Limited on which you choose to vote.
- 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.
- Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.



- (xiv) 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.
- (xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xvii) 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.
Shareholders can also cast their vote using CDSL's mobile app "m-Voting". The m-Voting app can be downloaded from respective store. Please follow the instructions as prompted by the mobile app while voting on your mobile.

23. Process For those shareholders whose email addresses are not registered with the Depositories for obtaining Login Credentials for E-Voting for the Resolutions proposed in this notice:

- i). For Demat shareholders, please provide Demat account details (CDSL-16 digit beneficiary ID or NSDL-16 digit DPID + CLID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to investors@comsyn.com / investor@bigshareonline.com.
- ii). The company/RTA shall co-ordinate with CDSL and provide the login credentials to the above-mentioned shareholders.

24. Instructions for shareholders attending the AGM through VC/OAVM are as under:

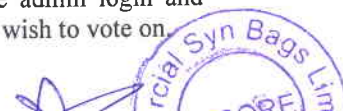
- i). Shareholder will be provided with a facility to attend the AGM through VC/OAVM through the CDSL e-Voting system. Shareholders may access the same at <https://www.evotingindia.com> under shareholders/members login by using the remote e-voting credentials. The link for VC/OAVM will be available in shareholder/members login where the EVSN of Company will be displayed
- ii). Shareholders are encouraged to join the Meeting through Laptops / IPads for better experience.
- iii). Further shareholders will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- iv). Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
- v). Shareholders who would like to express their views/ask questions during the meeting may register themselves as a speaker by sending their request in advance at least **7 days prior to meeting** mentioning their name, demat account number/folio number, email id, mobile number at investors@comsyn.com. The shareholders who do not wish to speak during the AGM but have queries may send their queries in **advance 7 days prior to meeting** mentioning their name, demat account number/folio number, email id, mobile number at investors@comsyn.com (company email id). These queries will be replied to by the company suitably by email.
- vi). Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.

25. Instructions for shareholders for E-Voting during the AGM are as under: -

- i). The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for Remote e-voting.
- ii). Only those shareholders, who are present in the AGM through VC/OAVM facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system available during the AGM.
- iii). If any Votes are cast by the shareholders through the e-voting available during the AGM and if the same shareholders have not participated in the meeting through VC/OAVM facility, then the votes cast by such shareholders shall be considered invalid as the facility of e-voting during the meeting is available only to the shareholders attending the meeting.
- iv). Shareholders who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.

26. Note for Non – Individual Shareholders and Custodians

- i). 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.
- ii). A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
- iii). 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.



- iv). 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.
- v). 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.
- vi). 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; investors@comsyn.com, if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com or call 1800225533.

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Manager, (CDSL) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to helpdesk.evoting@cdslindia.com or call 1800225533.

27. Members can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
28. Any person, who acquires shares of the Company and become member of the Company after mailing of the notice and holding shares as on the **cut-off date i.e. 22nd September, 2020 (Tuesday)**, may obtain the login ID and password by sending a request at investor@bigshareonline.com.
29. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the **cut-off date i.e. 22nd September, 2020 (Tuesday)** only shall be entitled to avail the facility of remote e-voting as well as e- voting at the AGM.
30. The Chairman shall, at the AGM at the end of discussion on the resolutions on which voting is to be held, allow e-voting to all those members who are present/logged in at the AGM but have not cast their votes by availing the remote e-voting facility.
31. The Results of the voting on the resolutions alongwith the report of the Scrutinizer shall be declared and placed on the website of the Company- www.comsyn.com and on the website of CDSL immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the BSE Ltd.
32. For any other queries relating to the shares of the Company, you may contact the Share Transfer Agents at the following address:
M/s. Bigshare Services Private Limited
Address: 1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri (East), Mumbai, Maharashtra-400059
E-mail: investor@bigshareonline.com.
33. As the 36th AGM is being held through VC, the route maps is not annexed to this Notice.

DETAILS OF THE DIRECTOR SEEKING RE-APPOINTMENT IN THE ENSUING ANNUAL GENERAL MEETING

Name of Directors	Shri Virendra Singh Pamecha	Shri Chintan Pushpraj Singhvi	Shri Anil Choudhary
Designation	Whole-Time Director	Independent Director	Chairman & MD
DIN	07456367	07334755	00017913
Date of Birth	01-07-1969	10-01-1980	03-12-1958
Date of Appointment in the current term	Appointed as the Whole-Time Director w.e.f. 26.03.2016 subject to liable to retire by rotation.	Appointed as the Independent Director w.e.f. 30-11-2015	Re-appointed as Chairman & Managing Director w.e.f. 20 th February, 2016 for a period of 5 years subject to liable to retire by rotation.
Expertise/Experience in specific functional areas	More than 10 Years of experience in manufacturing, Marketing and administrative Functional areas.	Having vast experience in polymer business	More than three decades in Plastic Packaging Industry
Qualification	Bachelor of Commerce (B.Com.)	MBA in International Business.	B. Sc, M.A. Diploma in Marketing Management

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No. & % of Equity Shares held	Nil	0	holding 4,49,200 equity shares of Rs.10/- each and 3.80 % as at 31 st March, 2020
Details of outside Company's directorship held	Nil	1. NIL	2. Indian Plast Pack Forum 3. ABA Real build Private Limited
Chairman / Member of the Committees of the Board of Directors of the Company	Audit Committee- Member	1. Nomination & Remuneration Committee- Member	1. CSR Committee- Chairman 2. Stakeholder Relationship Committee-Member
Chairman / Member of the Committees of the Board, Directors of other Companies in which he/she is director	Nil	N.A.	Nil
Disclosures of relationships between directors and KMPs inter-se.	Nil	N.A.	Shri Anil Choudhary is relative of Smt. Ranjana Choudhary, Whole-Time Director, Shri Ravindra Choudhary, CEO Shri Paramal Choudhary, COO of the company

Brief Resume

<p>Shri Virendra Singh Pamecha: Shri Virendra Singh Pamecha aged 51 years is the Whole-Time Director of the company. He has more than 10 Years of experience in manufacturing, Marketing and administrative Functional areas has given his significant contribution and support in managing the business affairs for the growth and success of the Company.</p>
<p>Shri Anil Choudhary: Shri Anil Choudhary aged 62 years is the Promoter, Chairman & Managing Director of the Company. He has been the director of Company since incorporation. He has an experience of more than three decades in plastic packaging industry. He is entrusted with the responsibility of looking after the overall management and operations of the Company. He is the guiding force behind the strategic decisions of the COMSYN and has given his significant contribution and support in managing the business affairs for the growth and success of the Company.</p>
<p>Shri Chintan Pushpraj Singhvi Shri Chintan Pushpraj Singhvi is the Independent Director of the company having 17 years of experience in the field of International business. He is also having vast experience in Polymer Business.</p>

EXPLANATORY STATEMENT IN RESPECT OF THE SPECIAL BUSINESS PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

Item No. 4

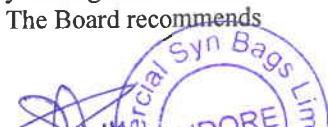
Shri Virendra Singh Pamecha (DIN: 07456367) was appointed as the Whole-time Director at the Board Meeting held on 26th March, 2016 which was also confirmed by the members in the Extra Ordinary General Meeting held on 26th April, 2016 for a term of 5 years w.e.f. 26th March, 2016 till 25th March, 2021. Therefore, he needs to be re-appointed by the Company for a further term of 5 (Five) years w.e.f. 26th March, 2021 till 25th March, 2026.

Shri Virendra Singh Pamecha is eligible for reappointment subject to approval of member by special resolution Pursuant to provisions of Companies Act, 2013 and SEBI (LODR) Regulations, 2015.

The detailed profile of the Shri Virendra Singh Pamecha as required under the provisions of Regulation 36(3) of the SEBI (LODR) Regulations, 2015 and other applicable provisions, have been given in this notice.

The Nomination and Remuneration Committee (NRC) and the Board of Directors at their meeting held on 2nd September, 2020, considered and approved the re-appointment of Shri Virendra Singh Pamecha on the terms, conditions and remuneration as set out in the Item No. 4. The brief profile of Shri Virendra Singh Pamecha is given hereunder the details of the directors seeking Appointment/Re-appointment.

Shri Virendra Singh Pamecha, being appointee may be considered as financial interested to the extent of the remuneration as may be drawn by him. Except that none of the other directors or Key Managerial Personnel (KMP) or their relatives are concerned or interested in the Resolutions in any manner. The Board recommends the Resolution as set out in Item No. 4 of this Notice for approval of Members.



Item No. 5

Shri Anil Choudhary (DIN: 00017913) was appointed as Managing Director at the Board Meeting held on 10th February, 2016 which was also confirmed by the members in the Extra Ordinary General Meeting held on 15th March, 2016 for a term of 5 years w.e.f. 20th February, 2016 till 19th February, 2021. Therefore, he needs to be re-appointed by the Company for a further term of 5 (Five) years w.e.f. 20th February 2021 till 19th February, 2026.

Shri Anil Choudhary is eligible for re-appointment for period of 5 (Five) years after seeking approval of the members by passing Special resolution pursuant to the proviso of section 196(3)(a) of the Companies Act, 2013. Pursuant to the provisions of Regulation 17(6)(e) of SEBI(LODR), Regulations 2015 the annual remuneration payable TO Shri Anil Choudhary shall be in excess of 2.50% of the net profits as well as the aggregate remuneration payable to all the directors belongs to the promoter group shall be exceeding 5% of the net profits, therefore the proposed resolution needs to be passed as a Special Resolution.

The detailed profile of the Shri Anil Choudhary as required under the provisions of Regulation 36(3) of the SEBI (LODR) Regulations, 2015 and other applicable provisions, have been given in this notice.

The NRC and the Board at their meeting held on 2nd September, 2020 considered that the Company needs to re-appoint Shri Anil Choudhary as the Chairman And Managing Director for a further period of 5 (Five) years w.e.f. 20th February, 2021 on the terms and conditions and remuneration as set out in the Item No. 5 of the notice and recommend to pass necessary Special resolution at the Meeting.

Shri Anil Choudhary, is financially interested in the resolution to the extent of the remuneration as may be paid to him. Further, that Mrs. Ranjana Choudhary (Whole-time Director), Mr. Ravindra Choudhary (Chief Executive Officer) and Mr. Pramal Choudhary (Chief Operating Officer) being his relatives may be deemed as concerned or interested otherwise in the resolutions. Except that none of the other directors or Key Managerial Personnel (KMP) or their relatives are concerned or interested in the Resolution.

Shri Anil Choudhary is a promoter and also holds 4,49,200 equity shares of Rs. 10/- each consisting of 3.80% of the total paid up capital of the Company.

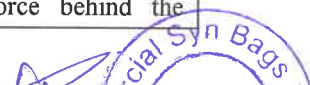
The Information as required under section II, Part 2 of the Schedule V with reference to point no. 4 & 5 are being given as under:

I. General Information:

(1)	Nature of industry	The company is a manufacturer of FIBC, Bulk Bags, Poly-tarpaulin, woven sacks/bags, etc and the company is also having solar power project which is used for captive consumption.
(2)	Date or expected date of commencement of commercial production	N.A., already existing in business
(3)	In case of new companies, expected date of commencement of activities as per project approved by financial institutions appearing in the prospectus	N.A., already existing in business
(4)	Financial performance based on given indicators	The Company has achieved gross turnover of Rs. 19,097.23 Lakhs for the year ended 31 st March, 2020 and earned profits before Tax Rs. 1443.92 Lakhs.
(5)	Foreign investments or collaborations, if any.	48,176 equity shares were hold by the NRI, which are about 0.41% of the total paid up share capital of the company.

II. Information about the appointee:

		Shri Virendra Singh Pamecha	Shri Anil Choudhary
(1)	Background details	Shri Virendra Singh Pamecha is having more than 32 years in excise, customs, production, labour and related activities at plant level of working experience in Manufacturing Industries; he acts as occupier and is entrusted with control of affairs of the Company's factories situated at Pithampur (M.P.).	Shri Anil Choudhary has an experience of more than three decades in plastic packaging industry. He is entrusted with the responsibility of looking after the overall management and operations of the Company. He is the guiding force behind the



			strategic decisions of the COMSYN and has given his significant contribution and support in managing the business affairs for the growth and success of the Company.
(2)	Past remuneration	The total Remuneration for the year period 2019-20 was Rs. 11.65 Lakhs	The total Remuneration for the year period 2019-20 was Rs. 36.00 Lakhs
(3)	Recognition or awards	Nil	Nil
(4)	Job profile and his suitability	Shri Virendra Singh Pamecha, Whole-time Director is having ultimate control over the affairs of the manufacturing plant at Pithampur and he is also appointed as "Occupier" under the Factories Act, 1948 subject to superintendence and control of the Managing Director and Board of directors.	Shri Anil Choudhary is the Promoter, Chairman & Managing Director of the Company. He has been the director of Company since incorporation.
(5)	Remuneration proposed	Rs. 21.00 Lakh + perks as may be admissible.	Rs. 84.00 Lakh+ perks as may be admissible.
(6)	Comparative remuneration profile with respect to industry, size of the company, profile of the position and person (in case of expatriates the relevant details would be with respect to the country of his origin)	The remuneration proposed is comparable with remuneration for equivalent position in a unit of comparable size and complexity.	The remuneration proposed is comparable with remuneration for equivalent position in a unit of comparable size and complexity.
(7)	Pecuniary relationship directly or indirectly with the company, or relationship with the managerial personnel, if any.	Withdraws remuneration from the company in capacity of Whole-time Director of the Company.	Withdraws remuneration from the company in capacity of Managing Director of the Company. He is also relative of Mrs. Ranjana Choudhary (Whole-time Director), Mr. Ravindra Choudhary (Chief Executive Officer) and Mr. Pramal Choudhary (Chief Operating Officer)

III. Other information:

(1)	Reasons of loss or inadequate profits	There is no loss however, there may be inadequate profits due to adverse market position and matter of demand and supply or due to change in government policy, and then the profits may be inadequate in a particular period.
(2)	Steps taken or proposed to be taken for improvement	The Company is continuing efforts to introduce higher value products and broaden its operating base.
(3)	Expected increase in productivity and profits in measurable terms	The Company expect to increase its turnover and profits by about 5-8% every year.

Item No. 6

Shri Chintan Pushpraj Singhvi (DIN: 07334755) was appointed as the Independent Directors of the Company to holds office as Independent Director upto 29th November, 2020 ("first term").

The Nomination and Remuneration Committee (NRC) of the Board of Directors, on the basis of the report of performance evaluation, has recommended for his re-appointment as the Independent Directors for a second term of 5 (five) consecutive years on the Board of the Company.



The Board, based on the performance evaluation and as per the recommendation of the NRC, considers that, given his background and experience and contributions made by him during his tenure, the continued association would be beneficial to the Company and it is desirable to continue to avail his services as an Independent Director.

Accordingly, it is proposed to re-appoint him as an Independent Director, not liable to retire by rotation.

Aforesaid independent director proposed for re-appointment is not disqualified to act as a Director in terms of section 164 of the Act and other applicable laws and has given his consent to act as a Director. The Company has also received declaration from him stating that he meets the criteria of independence as prescribed under section 149(6) of the Act and under the SEBI (LODR) Regulations, 2015. In the opinion of the Board, he fulfils the criteria of independency and the conditions for his re-appointment as an Independent Director as specified in the Companies Act, 2013 and the SEBI (LODR) Regulation, 2015 and further he is also registered under the Independent Directors Databank maintained by IICA.

Copy of draft letter of re-appointment setting out the terms and conditions of the re-appointment is available for inspection by the members at the Registered Office and on the website of the Company.

The aforesaid director may be deemed to be interested in the resolution to the extent of the fee for attending the meetings as may be payable, if any, in the Company. Save and except the above, none of the other Directors/Key Managerial Personnel/their relatives are in any way, concerned or interested, financially or otherwise, in the resolution.

Your directors recommend to pass the resolution as set out in the Item No. 6 of the Notice by way of special resolution.

Date: 2nd September, 2020

Place: Indore

Commercial Syn Bags Limited

CIN: L25202MP1984PLC002669

Registered Office: Commercial House,

3-4, Jaora Compound

M. Y. H. Road Indore (M.P.) 452001

By order of the Board of Director



Sandeep Patel
Company Secretary
ACS 54908

