

**NOVATEOR RESEARCH LABORATORIES LIMITED**

(Innovative Cosmetic and Pharma Products)

**Date: 26<sup>th</sup> June, 2024**

To,  
Department of Corporate Services  
BSE Limited  
PhirozeJeejeebhoy Towers,  
Dalal Street, Mumbai - 400 001

**(Script Code: 542771)**

Dear Sir/Madam,

**Subject: Notice of Extra Ordinary General Meeting of the Company**

**Ref: Compliance to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.**

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing herewith notice convening Extra Ordinary General Meeting of the company scheduled to be held on Saturday, July 20, 2024 at 11:00 a.m. (IST) at 1026, Dev Atelier, Opp. Dev Aurum, Anandnagar Cross Road, 100 Feet Ring Road, Prahladnagar, Ahmedabad- 380015, Ahmedabad- 380015

The Record Date for the purpose of determining the eligibility of the Members to attend the Extra Ordinary General Meeting of Company will be Friday, 12<sup>th</sup> July, 2024.

There being no physical shareholders in the Company, the Register of members and share transfer books of the Company will not be closed.

Please take same on your record and oblige.

Thanking you,

Yours faithfully,

**For, NOVATEOR RESEARCH LABORATORIES LIMITED**

**Navdeep Mehta**  
Managing Director  
DIN 03441623

**Encl: As annexure**

## NOTICE OF EXTRA ORDINARY GENERAL MEETING

**NOTICE** is hereby given that the Extraordinary General meeting of the Members of Novateor Research Laboratories Limited (“the Company”) will be held on Saturday, July 20, 2024 at 11:00 AM at the Corporate Office of the Company situated at 1026, Dev Atelier, Opp. Dev Auram, Anandnagar Cross Road, 100 Feet Ring Road, Prahladnagar, Ahmedabad- 380015, Gujarat, India **to transact the following business: -**

### SPECIAL BUSINESS

#### 1. Appointment of Statutory Auditor to fill casual vacancy

To consider and, if thought fit, to pass, the following resolution as an **Ordinary Resolution:-**

“**RESOLVED THAT** pursuant to the provisions of section 139 and 142 of the Companies Act, 2013 read with Companies (Audit and Auditors) Rules, 2014 (including any statutory modification or amendment thereto or re-enactment thereof for the time being in force) and all other applicable laws, if any, M/S H K Shah and Co (Firm Registration No. 109583W), Chartered Accountants, Ahmedabad, be and are hereby appointed as the Statutory Auditors of the Company on such remuneration and out of pocket expenses as may be determined by the Board, to fill the casual vacancy in the office of Company’s Statutory Auditor caused due to resignation of the existing Statutory Auditors, M/S V J Maru and Associates (Firm Registration No. 0134788W) and they shall hold the till the conclusion of 13<sup>th</sup> Annual General Meeting to beheld in the year 2024.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and are hereby authorized to do all such acts, deeds and things including fixing the remuneration in consultation with the Statutory Auditors, which may be deemed necessary and expedient to give effect to this resolution.”

For and on behalf of the Board of Directors  
Novateor Research Laboratories Limited

Date: 20/06/2024  
Place: Ahmedabad

Sd/-  
Navdeep Mehta  
Managing Director  
DIN: 03441623

**Notes:**

1. Explanatory Statement in respect of special businesses to be transacted pursuant to Section 102 of the Companies Act, 2013 and/or Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 is annexed hereto.
2. A member entitled to attend and vote is entitled to appoint a Proxy instead and the Proxy need not be a member of the Company. A person can act as a proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent of the total share capital of the company carrying voting rights. A member holding more than ten percent of the total share capital of the company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy or any other person or shareholder.
3. Proxies, in order to be effective, should be duly stamped, completed, signed and deposited at the Registered Office of the Company not less than 48 hours before the meeting. A Proxy form is sent herewith. Proxies submitted on behalf of the companies, societies etc., must be supported by an appropriate resolution/authority, as applicable.
4. Corporate Members intending to send their authorized representatives to attend the Meeting pursuant to Section 113 of the Companies Act, 2013 are requested to send to the Company, a certified copy of the relevant Board Resolution together with their respective specimen signatures authorizing their representative(s) to attend and vote on their behalf at the Meeting.
5. In case of joint holder attending the meeting, only such joint holder who is higher in the order of names will be entitled to vote.
6. Members seeking any information with regards to the Accounts to be explained in the Meeting, are requested to inform the Company at least 7 days in advance of the Extra Ordinary General Meeting.
7. Documents referred to in the Notice and the Explanatory Statement attached hereto are available for inspection by the shareholders at the Registered Office of the Company during business hours on any working day up to and including the date of the Extra Ordinary General Meeting of the Company.
8. Route map showing directions to reach the venue of the EOGM is annexed.
9. The Record Date for the purpose of determining the eligibility of the Members to attend the Extra Ordinary General Meeting of Company will be 12<sup>th</sup> July, 2024.
10. There being no physical shareholders in the Company, the Register of members and share transfer books of the Company will not be closed.
11. The Notice of EOGM is being sent through electronic mode to those Members whose email addresses are registered with the Company/ Depositories. Member may note that Notice has been uploaded on the website of the Company at [www.novateor.com](http://www.novateor.com). The Notice can also be accessed from the website of the Stock Exchanges i.e. Bombay Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com).

12. The shareholders whether holding equity shares and who have not submitted their email addresses and in consequence to whom the Notice of EOGM could not be serviced via Email; So for permanent submission of e-mail address, the shareholders are however requested to register their email address, in respect of electronic holdings with the depository through the concerned depository participants, by following the due procedure.
13. Those shareholders who have already registered their e-mail address are requested to keep their e-mail addresses validated with their depository participants / the Company's Registrar and Share Transfer Agent, KFin Technologies Private Limited to enable servicing of notices / documents / annual Reports electronically to their e-mail address.
14. Members holding the shares in dematerialized form are requested to notify immediately, the information regarding change of address and bank particulars to their respective Depository Participant.

## EXPLANATORY STATEMENT

**(Pursuant to Section 102 (1) of the Companies Act 2013 and Secretarial Standard 2 on General Meetings)**

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### Item No. 1:

The Members of the Company at the 10<sup>th</sup> Annual General Meeting held on 30<sup>th</sup> September, 2021 had appointed M/S V J Maru and Associates (Firm Registration No. 0134788W), Chartered Accountants as the Statutory Auditor of the Company to hold office from the conclusion of the 10<sup>th</sup> Annual General Meeting till the conclusion of the 11<sup>th</sup> Annual General Meeting of the Company and thereafter at the 11<sup>th</sup> Annual General Meeting held on 30<sup>th</sup> September, 2022 had appointed M/S V J Maru and Associates (Firm Registration No. 0134788W), Chartered Accountants as the Statutory Auditor of the Company to hold office from the conclusion of the 11<sup>th</sup> Annual General Meeting till the conclusion of the 14<sup>th</sup> Annual General Meeting of the Company. M/S V J Maru and Associates (Firm Registration No. 0134788W), Chartered Accountants resigned from the position of Statutory Auditors of the Company w.e.f 30<sup>th</sup> March, 2024, resulting into a casual vacancy in the office of Statutory Auditors of the Company as envisaged by section 139(8) of the Companies Act, 2013.

The Board of Directors at its meeting held on 22<sup>nd</sup> April, 2024, as per the recommendation of the Audit Committee and pursuant to the provisions of section 139(8) under Companies Act, 2013, appointed M/S H K Shah and Co (Firm Registration No. 109583W), Chartered Accountants, Ahmedabad as the Statutory Auditors to fill the casual vacancy caused due to resignation of M/S V J Maru and Associates (Firm Registration No. 0134788W), Chartered Accountants subject to the approval by the members in the ensuing Extra Ordinary General Meeting of the Company, at such remuneration plus out of pocket expenses, as may be determined and recommended by the Audit Committee in consultation with the Auditors and duly approved by the Board of Directors of the Company. The Company has received consent letter and eligibility certificate from M/S H K Shah and Co (Firm Registration No. 109583W), Chartered Accountants, Ahmedabad to act as Statutory Auditor of the Company in place of M/S V J Maru and Associates (Firm Registration No. 0134788W), Chartered Accountants, along with a confirmation that, their appointment, if made, would be within the limits prescribed under the Companies Act, 2013. Accordingly consent of the members is sought for passing Ordinary Resolution for Appointment of Statutory Auditors.

None of the Directors, Key Managerial Personnel of the Company and their relatives are in way concerned or interested, financially or otherwise, in the Resolutions at Item No: 01. The Board recommends the Resolution at Item No.: 01 for approval of the Members.

**For and on behalf of the Board of Directors  
Novateor Research Laboratories Limited**

**Sd/-  
Navdeep Mehta  
Managing Director  
DIN: 03441623**

**Date: 20/06/2024  
Place: Ahmedabad**

**NOVATEOR RESEARCH LABORATORIES LIMITED**

1026, Dev Atelier, Opp. Dev Auram, Anandnagar Cross Road, 100 Feet Ring Road, Prahladnagar,  
Ahmedabad- 380015

**Email:**compliancenovateor@gmail.com

**Website:**www.novateor.com

**Phone:** +91 79 – 4039 5888

**ATTENDANCESLIP**

**PLEASE COMPLETE THIS ATTENDANCE SLIP AND HAND IT OVER AT THE ENTRANCE OF THE AUDITORIUM**

Name and address of the registered member	:	
Folio No./DP IDNo./ Client IDNo.	:	
No. of Shares	:	

I hereby record my presence at the Extra Ordinary General Meeting (EOGM) of the company will be held on Saturday, 20<sup>th</sup> July, 2024 at 11:00 A.M. IST at the registered office of the company at 1026, Dev Atelier, Opp. Dev Aurum, Anandnagar Cross Road, 100 Feet Ring Road, Prahladnagar, Ahmedabad- 380015

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**Signature of the Member/Joint Member/Proxy attending the Meeting**

Note: Person attending the Meeting is requested to bring this Attendance Slip and Notice of EOGM with him/her. Duplicate AttendanceSlip and Notice of EOGM will not be issued at the EOGM.

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**NOVATEOR RESEARCH LABORATORIES LIMITED**

1026, Dev Atelier, Opp. Dev Auram, Anandnagar Cross Road, 100 Feet Ring Road, Prahladnagar,  
Ahmedabad- 380015

**Email:**compliance@novateor.com

**Website:**www.novateor.com

**Phone:** +91 79 – 4039 5888

**Extra Ordinary General Meeting on Saturday, 20<sup>th</sup> July, 2024 at 11:00 A.M.**

**PROXY FORM**

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

CIN	L24230GJ2011PLC064731
Name of the Company	NOVATEOR RESEARCH LABORATORIES LIMITED
Registered Office	1026, Dev Atelier, Opp. Dev Aurum, Anandnagar Cross Road, 100 Feet Ring Road, Prahladnagar, Ahmedabad- 380015
Name of Member(s)	
Registered Address	
EmailID	
Folio No./ DP ID – Client ID	

I/We, being the Member(s) of and hold/holds \_\_\_\_\_ shares of above named Company, hereby appoint:

- 1) Name. ....  
Address: .....  
Email ID: .....  
Signature .....

Or failing him/her

- 2) Name. ....  
Address: .....  
Email ID: .....  
Signature .....

Or failing him/her

- 3) Name: .....  
Address: .....  
Email ID: .....  
Signature .....

As my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the Extra Ordinary General Meeting of the Company to be held on **Saturday, 20<sup>th</sup> July, 2024 at 11:00 A.M. at** 1026, Dev Atelier, Opp. Dev Auram, Anandnagar Cross Road, 100 Feet Ring Road, Prahladnagar, Ahmedabad- 380015 and at any adjournment thereof in respect of such resolution as are indicated below:

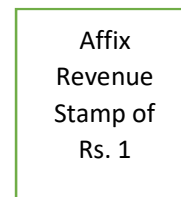
**SPECIAL BUSINESS:**

Resolution No.	Resolution	For	Against
1.	Appointment of Statutory Auditors of the Company		

Signed this.....day of.....2024

Signature of Member(s): .....

Signature of Proxy holder(s):.....



**Notes:**

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. For the Resolution, Statement setting out material facts thereon and notes, please refer to the Notice of the Extra Ordinary General Meeting.
3. A person can act as proxy on behalf of Members not exceeding fifty (50) and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. In case a proxy is proposed to be appointed by a Member holding more than 10% of the total share capital of the Company carrying voting rights, then such proxy shall not act as a proxy for any other person or Member.



### ROAD MAP TO VENUE OF EXTRA ORDINARY GENERAL MEETING

