



30th September, 2021

To,  
The Manager  
Corporate Relationship Department  
BSE Limited  
P J Towers, Dalal Street,  
Mumbai-400001

Dear Sir/Madam,

**Sub: Outcome of 16th Annual General Meeting held on 30th September, 2021**

Following business was transacted at 16th AGM of the company held on Thursday, 30th September, 2021 at 11a.m.at Unit 003, Tower II, Seepz++ Bldg., Andheri East, Mumbai-400096:

**Ordinary Business:**

- a) To receive, consider and adopt the Standalone and Consolidated Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup>March, 2021, Statement of Profit & Loss and Cash Flow Statement of the Company for the year ended on that date and notes related thereto together with the reports of the Board of Directors and Auditor's thereon;
- b) To Re-appoint a Director in place of Mr. Siraj Moinuddin Gunwan (DIN No:02507021) who retire by rotation pursuant to Sec 152 of Company Act,2013 and who is not disqualified to become a director under the Act and being eligible, offers himself for re-appointment;
- c) Appointment of M/s DGMS & CO., Chartered Accountants as the Statutory Auditors of the Company.

**Special Business:**

- d) To approve the re-appointment of Mr. Aslam Khan (DIN: 00016438) as the Chairman and Managing Director (Key Managerial Personnel) of the Company.
- e) To approve the re-appointment of Mr. Siraj Moinuddin Gunwan (DIN: 02507021) as Whole- time Director of the Company.

The AGM concluded at 01:30 p.m.



**OCTAWARE**

The Bridge To Productivity

CIN: L72200MH2005PLC153539

The copy of proceedings of Annual General Meeting has been attached along with this letter.

Kindly take on record and acknowledge the receipt of the same.

Thanking You,

**Yours faithfully,**

**For Octaware Technologies Limited**



*Alka Katariya*

**Alka Katariya**

**Company Secretary and Compliance Officer**

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**Octaware Technologies Ltd.**

**Regd Office:** 204, Timmy Arcade, Makwana Road, Marol Naka, Andheri (E), Mumbai-400059.

Tel: +91-22-28293949, +91-22-40231431, Fax: +91-22-28293959, Website: [www.octaware.com](http://www.octaware.com), Email: [info@octaware.com](mailto:info@octaware.com) & [cs@octaware.com](mailto:cs@octaware.com)

**PROCEEDING OF THE 16<sup>th</sup> ANNUAL GENERAL MEETING OF THE MEMBERS OF OCTAWARE TECHNOLOGIES LIMITED HELD ON THURSDAY, 30TH SEPTEMBER, 2021 AT UNIT 003, TOWER II, SEEPZ++ BLDG, SEEPZ SEZ, ANDHERI EAST, MUMBAI-400096 AT 11.00 A.M**

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**PRESENT:**

**Directors:**

Mr. Mohammed Aslam Khan	- Chairman & Managing Director and Member
Ms. Shahnawaz Shaikh	- Additional Director
Mrs. Rabia Khan	- Independent Director

**Company Secretary:**

Ms. Alka Katariya

**Members:**

Date of AGM: 30<sup>th</sup> September, 2021

Total Number of Shareholders: 121

Members present in person: 8(All individuals)

Proxies Present: 0

Mr. Mohammed Aslam Khan, the Chairman of the Company took the Chair

1. At 11.00 A.M, the Chairman commenced the meeting by welcoming the Members to the 16<sup>th</sup> Annual General Meeting. The Chairman announced that the requisite quorum being present, the meeting was called in order.
2. The Chairman announced that the Register of Directors' Shareholding maintained pursuant to provision of the Companies Act, 2013 and register of contracts or arrangements in which Directors and KMPs are interested is available to the Shareholders for inspection, throughout the Meeting.
3. The Chairman introduced the Members of the Board, those sitting on the Dias.
4. Thereafter, The Chairman commenced the formal agenda as per the Notice of the Annual General Meeting and with the consent of the Members present; the Notice convening the meeting was taken as read.
5. The Chairman informed the members that the Auditor's Report on the Financial Statement of the Company for the financial year ended 31<sup>st</sup> March, 2021 did not contain any qualifications, modification or adverse remarks on the financial transactions or matters, which had adverse effect on the functioning of the Company. He stated that in terms of section 145 of the Companies Act, 2013, since there were no such qualifications, observations or adverse remarks, the Auditor's Report was not required to be read.

6. The Shareholders gave their consent to the said flow of the AGM proceedings and the Chairman addressed the members of the Company. He briefly spoke about the performance of the Company in 2020-21. The Chairman covered the following aspects in his speech:
  - The turnover of the Company during the year.
  - The Impact of COVID-19 on the business of the Company.
  - The Chairman also placed on record sincere appreciation of the efforts of the Company's staff and executives for delivering this outstanding performance. The Board also thank all its stakeholders for their support during the year.
7. The Chairman then commenced the Agenda of the Meeting.
8. The following items of business as set out in the Notice of the 16th AGM, were transacted:

No.	Resolutions	Type of Resolution
<b>Ordinary Business</b>		
1.	To receive, consider and adopt the Standalone and Consolidated Audited Financial Statements of the Company for the financial year ended 31 <sup>st</sup> March, 2021, Statement of Profit & Loss and Cash Flow Statement of the Company for the year ended on that date and notes related thereto together with the reports of the Board of Directors and Auditor's thereon	Ordinary
2.	To Re-appoint a Director in place of Mr. Siraj Moinuddin Gunwan (DIN No:02507021) who retire by rotation pursuant to Sec 152 of Company Act,2013 and who is not disqualified to become a director under the Act and being eligible, offers himself for re-appointment	Ordinary
3.	Appointment of M/s DGMS & CO., Chartered Accountants as the Statutory Auditors of the Company	Ordinary
<b>Special Business</b>		
4.	To approve the re-appointment of Mr. Aslam Khan (DIN: 00016438) as the Chairman and Managing Director (Key Managerial Personnel) of the Company	Special
5.	To approve the re-appointment of Mr. Siraj Moinuddin Gunwan (DIN: 02507021) as Whole- time Director of the Company.	Special

9. VOTE OF THANKS

There being no other business to transact, the meeting concluded with a vote of thanks to the Chair at 01:30 P.M.

Yours faithfully,  
For Octaware Technologies Limited

*Alka Katariya* 

Alka Katariya  
Company Secretary and Compliance Officer