Regd. Office: Pawan Puri, Muradnagar, Ghaziabad-201206 (U.P.) CIN: L17100UP2016PLC084473

E-mail- spaceincubatrics@gmail.com, Web: www.spaceincubatrics.com, Phone: 01232-261288

Date: 02.12.2020

Dy. General Manager (Listing)
Department of Corporate Services
BSE Limited
PhirozeJeejeebhoy Towers,
Dalal Street, Mumbai-400 001

Scrip Code-541890 Scrip ID-SPACEINCUBA

Sub: Notice of 4th Annual General Meeting

Dear Sir/Madam,

Pursuant to Regulation 30 and Regulation 34 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed Notice of 4th Annual General Meeting (AGM) of the Company schedule to be held on Thursday, the 24th day of December, 2020 at 12:30 P.M. at Pawan Puri, Muradnagar, Ghaziabad-201206 (U.P.).

This is for your information & record.

Thanking You,

Yours faithfully,

For Space Incubatrics Technologies Limited

Muradnagar

(Khushou Singhal)

Company Secretary & Compitance Officer

Membership Number- A25992

Encl: as above

SPACE INCUBATRICS TECHNOLOGIES LIMITED

Regd. Office: Pawan Puri, Muradnagar, Ghaziabad-201206 (U.P.) CIN: L17100UP2016PLC084473

E-mail- spaceincubatrics@gmail.com, Web: www.spaceincubatrics.com, Phone: 01232 261288

NOTICE

To, The Members,

Notice is hereby given that the 04th Annual General Meeting of the Company will be held at the registered office of the Company at Pawan Puri, Muradnagar, Ghaziabad- 201206 on Thursday, the 24th day of December, 2020 at 12:30 P.M. to transact the following businesses:

ORDINARY BUSINESS:

- To receive, consider & adopt the Audited Standalone and Consolidated Financial Statements of the Company for the financial year ended 31st March, 2020 together with the reports of the Board of Directors' and the Auditors' thereon.
- 2. To appoint a Director in place of Mr. Nishant Mittal (DIN: 02766556), who retires by rotation, and being eligible, offers himself for re-appointment.

SPECIAL BUSINESS:

3. Alteration of Articles of Association of The Company Pursuant To The Companies Act, 2013

To consider and, if thought fit, to pass with or without modification the following resolution as a Special Resolution:

- "RESOLVED THAT, pursuant to the provisions of Section 14 and other applicable provisions of the Companies Act, 2013 read with Companies (Incorporation) Rules, 2014 including any statutory modifications and re-enactment thereof from time to time ("the Act"), the Articles of Association of the company be and are hereby altered in the manner set out herein below:
- a) The Existing Article No 191 be deleted and replaced with the following article:
- 191. "The remuneration of a Managing Director, Joint Managing Director and Whole Time Director shall from time to time be fixed by the Board and may be by way of salary or commission or participating in profits or by way or all of those modes or in other forms shall be subject to the limitations prescribed in Section 197 of the Act.
- b) The Existing Article No 192 be deleted and replaced with the following article:
- "A Managing Director, Joint Managing Director and Whole Time Director subject to the provisions contained in Article 184 shall while he continues to hold that office be subject to retirement by rotation and he shall be taken into account in determining the rotation of retirement of Directors or the number of Directors to retire but he shall, subject to the terms of any contract between him and the Company, be subject to the same provisions as to resignation and removal as the Directors of the Company, and if he ceases to hold the office of Director for any cause shall ipso facto and immediately cease to be Managing Director."
- **"FURTHER RESOLVED THAT,** Board of Directors of the Company be and is hereby severally authorized to do all such acts, deeds and things as may be necessary or expedient to give effect to this resolution.

By Order of the Board For Space Incubatrics Technologies Limited

Sd/-Khushbu Singhal (Company Secretary and Compliance Officer) M. No. A25992

Residential Address: Vijay Handloom Fabrics,
Vijay Mandi, Muradnagar, Ghaziabad, U.P. 201206

Place: Muradnagar Date: 25th August. 2020

NOTES:

1. PROXY/AUTHORIZED REPRESENTATIVE

A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING 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.

- 2. The instrument of proxy i.e form MGT-11, in order to be effective, should be deposited at the registered office of the company, duly completed and signed, not less than 48 hours before the commencement of the meeting. Proxies submitted on behalf of the companies / bodies corporates etc., must be supported by an appropriate resolution/ authority, as applicable. A blank form MGT-11 is attached with this notice.
- 3. As per Section 105 of the Companies Act, 2013 and relevant rules made there under, a person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent (10%) of the total share capital of the company carrying voting rights. Further, a member holding more than ten percent (10%) 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 proxy for any other person or shareholder.
- 4. During the period beginning 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, a member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, provided that not less than three days of notice in writing is given to the Company.
- 5. Members / proxies / authorized representatives are requested to bring duly filled admission / attendance slips sent herewith along with this notice of the AGM at the Meeting.
- 6. Corporate Members intending to send their authorized representatives to attend the AGM are requested to send a certified copy of the Board Resolution/Power of Attorney authorizing their representative to attend and vote on their behalf at the Meeting.
- 7. In case of joint holders attending the AGM, only such joint holder who is higher in the order of names will be entitled to vote.

8. CUT OFF DATE:

- a. The e-voting period begins on 21st December, 2020 (10:00 Hours (IST)) and ends on 23rd December, 2020 (17:00 Hours (IST)). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of dated 17th December, 2020, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- b. This Notice is being sent to all the Members whose names appear in the Register of Members or in the Register of beneficial owners as received from M/s Beetal Computers Financial Services Private Limited, the Registrar and Transfer Agent ("RTA") of the Company

9. COMMUNICATION TO MEMBERS:

- a) The Notice of the AGM along with the Attendance Slip and Proxy Form, and a copy of Annual Report are being sent by electronic mode to all Members whose email addresses are registered with the Company / Depository Participant(s) and also to the auditors and Directors of the Company. For members who have not registered their email addresses, physical copies are being sent by the permitted mode.
- b) Full version of the Annual report and notice of AGM will also be available on the website of the Company at www.spaceincubatrics.com under the Investor Relations section and at the website of CDSL at https://www.evotingindia.com. Hard copies of the full annual reports will be sent to those shareholders who will request the same to the company's email id spaceincubatrics@gmail.com
- c) All the documents referred to in the accompanying notice, explanatory statement and Register of Directors and Key Managerial Personnel and their shareholding, Register of Contracts or Arrangements in which Directors are interested are open for inspection at the registered office of the Company on all working days except Saturdays and Sundays, between 11.00 AM to 1.00 PM up to the date of AGM and also at the venue of the AGM.
- d) In case you have any query related to the enclosed annual accounts you are requested to send the same to the Company Secretary at the Registered office of the Company or on email Id spaceincubatrics.com, at least 10 (ten)

days before the date of AGM so as to enable the management to collect the relevant information and redress the queries.

- e) To prevent fraudulent transactions, members are advised to exercise due diligence and notify the Company of any change in address or demise of any member as soon as possible. Members are also advised to not leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified from time to time.
- f) In order to implement the Green Initiatives of the Government, whereby Companies have now been allowed to send/ serve notice(s) / document(s) / Annual Report(s) etc. to their Members through electronic mode, your Company hereby requests all its Members to register/ change, if required, their email ID with the RTA (in case of Physical holding) and with the Depository Participant (in case of Dematerialized holding), if not yet provided, to promote Green Initiative.
- g) As per Section 118(1) of the Companies Act, 2013 read with the Secretarial Standard 2 on General Meetings issued by the Institute of Company Secretaries of India, "No gifts, gift coupons, or cash in lieu of gifts shall be distributed to the members at or in connection with the meeting".

10. Voting through electronic means:

In Compliance with the provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company has provided a facility to the members to exercise their votes electronically through the remote e-voting service facility arranged by Central Depository Services Limited. The facility for voting, through ballot paper, will also be made available at the Annual General Meeting (AGM) and the members attending the AGM who have not already cast their votes by remote e-voting shall be able to exercise their right at the AGM through ballot paper. Members who have cast their votes by remote e-voting prior to the AGM may attend the AGM but shall not be entitled to cast their votes again. The Instructions for e-voting are given below.

Shareholders can also cast their vote electronically using CDSL's Mobile App 'M-Voting' available for Android, I Phone and Windows based mobiles. The M-Voting app can be downloaded from Google Play Store, App store and the Windows Phone Store respectively. Please follow the Instructions as prompted by the mobile app while voting on your mobile.

The Board of Directors has appointed Mr. Rupinder Singh Bhatia, Practicing Company Secretary (Membership No. FCS 2599), as scrutinizer for conducting the e-voting process in a fair and transparent manner.

The Scrutinizer shall immediately after the conclusion of voting at the AGM, will first count the votes cast at the AGM by Polling Papers and thereafter unlock the votes casted through remote e-voting in the presence of at least two witnesses not in the employment of the Company. The results of remote e-voting and votes casted at the meeting shall be aggregated. The Scrutinizer shall make, within a period not exceeding two days from the conclusion of the AGM; a consolidated scrutinizer's report of the total votes cast in favor or against, if any, to the Chairman of the meeting or a person authorized by him in writing.

The Results of voting along with the report of the Scrutinizer shall be placed on the website of the Company www.spaceincubatrics.com and on the website of CDSL, immediately after the declaration of result by the Chairman of the meeting or a person authorized by him. The results shall also be communicated to the stock exchanges where the shares of the Company are listed.

The route map along with prominent land mark for easy location of the 4th Annual General Meeting venue is printed on the last page of the Annual report.

The instructions for shareholders voting electronically are as under:

- i) The Voting period begins on 21st December, 2020 (10.00 AM) and ends on 23rd December, 2020 (05.00 PM). During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of 17.12.2020, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- ii) The Shareholders should log on to the e-voting website www.evotingindia.com.
- iii) Click on "Shareholders" tab.
- iv) 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. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- v) Next enter the Image Verification as displayed and Click on Login.
- vi) 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.
- vii) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form 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)
	Members who have not updated their PAN with the Company/Depository Participant are
	requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field Sequence number is printed on address label.
	In case the sequence number is less than 8 digits enter the applicable number of 0's before the
	number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field
Dividend Bank	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your
Details OR Date	demat account or in the company records in order to login.
of Birth (DOB)	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 (iv).

- viii) After entering these details appropriately, click on "SUBMIT" tab.
- ix) Members holding shares in physical form will then reach directly to the selection screen. However, members 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.
- x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- xi) Click on the EVSN for the relevant 'SPACE INCUBATRICS TECHNOLOGIES LIMITED' on which you choose to vote.
- xii) 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.
- xiii) 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 out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
- xvii) If Demat account holder has forgotten the changed password then enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- xviii) Shareholders can also cast their vote electronically using CDSL's Mobile App 'M-Voting' available for Android, I Phone and Windows based mobiles. The M-Voting app can be downloaded from Google Play Store, App store and the Windows Phone Store respectively. Please follow the Instructions as prompted by the mobile app while voting on your mobile.
- xix) Note for Non-Individual Shareholders and Custodians:
 - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI, etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
 - 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 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.
- xx) Any person, who acquires shares of the Company and become Member of the Company after dispatch of the Notice and holding shares as on the cut-off date i.e. 17.12.2020 may follow the same instructions as mentioned above for e-Voting.

xxi) 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.

SCRUTINIZER

- 11. The Company has appointed Mr. R.S. Bhatia, Practicing Company Secretary (Membership No. FCS 2599), as the "Scrutinizer" to scrutinize the e-voting process (including the Ballot Forms received from the members who do not have any access to e-voting process) in fair and transparent manner.
 - The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, through "Ballot Paper" for all those Members who are present at the AGM but have not cast their votes, by availing the Remote E-voting facility.
- 12. The Scrutinizer shall, immediately after the conclusion of voting at the AGM, first count the votes cast at the AGM by Ballot Papers and thereafter unblock the votes casted through e-voting in the presence of at least two witnesses not in the Annual Report 2019-2020 employment of the Company. The Scrutinizer shall, within a period not later than 3 (three) days from the conclusion of the AGM, prepare and present a consolidated scrutinizer report of the total votes cast in favor or against, if any, to the Chairman of the Company or a person authorized by him in writing who shall countersign the same.

DECLARATION OF RESULTS

13. The Result of voting (Remote E-voting and the voting at the AGM) on the resolutions shall be declared not later than 3 (three) days from the date of AGM by the Chairman or any person authorized by him for this purpose and will be displayed at the Registered Office of the Company situated at Pawan Puri, Muradnagar and communicated to BSE Limited where the equity shares of the Company are listed and will also be displayed on the Company's website www.spaceincubatrics.com

As SEBI has mandated that transfer of securities in a listed company will be processed only if the securities are held in dematerialized form, the Members, who have not yet got their shares de-materialized, are requested to opt for the same in their own interest and send their share certificates through Depository Participant(s) with whom they have opened the dematerialization account to the Company's RTA.

REQUEST TO THE MEMBERS

- 1. Members are requested to bring their attendance slip.
- Members who have multiple folios in identical names in the same order are requested to send all the Share Certificates
 to the Company Secretary or to the Registrar and Transfer Agent, M/s Beetal Financial & Computer Services (P) Ltd for
 consolidation of such folios into one to facilitate better services.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013.

Item No 3

- a) The existing Article No 191 of Articles of Association of the Company provides that the Managing Director and Joint Managing Director, while he remains in the office of Managing Director shall be liable to retire by rotation. Now it is resolved that the said Article be amended to make The remuneration of a Managing Director, Joint Managing Director and Whole Time Director shall from time to time be fixed by the Board and may be by way of salary or commission or participating in profits or by way or all of those modes or in other forms shall be subject to the limitations prescribed in Section 197 of the Act.
- b) The existing Article No 192 of Articles of Association of the Company provides that the Managing Director and Joint Managing Director, while he remains in the office of Managing Director shall be liable to retire by rotation. Now it is resolved that the said Article be amended to Managing Director, Joint Managing Director and Whole Time Director shall be liable to retire by rotation.

As per provision of section 13 of the Companies Act, 2013 for carrying out any changes/ amendment in MOA shareholders approval by way of SR is required.

Accordingly, consent of the members is sought for passing a special resolution as set out at Item No. 3 of the Notice for adoption of new set of Articles of Association of the company.

Annual Report 2019-2020

None of the Directors/Key Managerial Personnel of the company/their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at Item No. 3 of the Notice.

The Board recommends the Special Resolution set out at Item No. 3 of the Notice for approval by the shareholders.

ANNEXURE TO THE NOTICE

Details of Director seeking appointment and re-appointment at the forthcoming Annual General Meeting (Pursuant to Regulation 26(4) &36(3) of SEBI (Listing Obligations And Disclosure Requirements) Regulations, 2015 and Clause 1.2.5 of Secretarial Standard-2).

Name of the Director	Mr. Nishant Mittal		
Director Identification Number (DIN)	02766556		
Date of Birth	29-10-1987		
Nationality	Indian		
Qualifications	B.Tech (ECE), Dip.in TTM		
Expertise in specific functional areas	Total 6 years work experience in higher management of the		
	Company.		
Directorship held in Listed entities (other than Space	Sybly Industries Ltd.		
Incubatrics Technologies Limited)			
Relationship with other Directors	Son of Mr. Mahesh Chand Mittal		
List of the Directorship held in other Companies	Sybly Industries Ltd.		
Number of shares held in the company	773254		
Membership of Committees of the Board (only listed	1 Committee of the Company		
entities) in which Chairmanship/membership is held			
(includes only Audit Committee and Stakeholder			
Relationship Committee)			

By Order of the Board For Space Incubatrics Technologies Limited

Sd/Khushbu Singhal
(Company Secretary and Compliance Officer)
M. No. A25992
Residential Address: Vijay Handloom Fabrics.

Residential Address: Vijay Handloom Fabrics, Vijay Mandi, Muradnagar, Ghaziabad, U.P. 201206

Place: Muradnagar Date: 25th August, 2020

SPACE INCUBATRICS TECHNOLOGIES LIMITED Regd. Office: Pawan Puri, Muradnagar, Ghaziabad-201206 (U.P.) CIN: L17100UP2016PLC084473

E-mail- spaceincubatrics@gmail.com, Web: www.spaceincubatrics.com, Phone: 01232- 261288

PROXY FORM

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

Form No. MGT-11 4THANNUAL GENERAL MEETING 24thDecember, 2020

Name of the member	(s):		
Registered address			
E-mail Id			
Folio no/ DPID- Clien	t ld		
	er(s) ofshares of the above named Company, her		
1)Name:	E-Mail		
	Or		
•	E-Mail		
Address:			
	nd and vote (on a poll) for me/us and on my/our behalf at the 4 th ANNUAL GENERAL		
	registered office of the Company at PawanPuri, Muradnagar, Ghaziabad (U.P.)-2012		-
•	ber, 2020, at 12:30 P.M. or at any adjournment thereof in respect of such resolution	as are	indicated
below:			
Item No. Resolut	ions	For	Against
Ordinary Business			
1. To rece	eive, consider & adopt the Audited Standalone and Consolidated Financial		
Statements of the Company for the financial year ended 31st March, 2020 together with the			
	of the Board of Directors' and the Auditors' thereon.		<u>L</u>
	int a Director in place of Mr. Nishant Mittal (DIN: 02766556), who retires by rotation,		
and beir	ng eligible, offers himself for re-appointment.		
Special Business			
	n of New Set of Articles of Association of the Company Pursuant to The Companies		
Act, 201	· ·		
7.53, 201			1
Signed this	day of, 2020.		
•	•		
Signature of shareholder		Affix	
Signature of the Proxy Holder(s)		Revenue	
Note: This form of proxy in order to be effective should be duly completed and deposited at the registered office		Stamp	
	ss than 48 hours before the commencement of the Meeting.		
	xplanatory Statement and Notes, please refer to the notice of the 4 th Annual General		
Meeting.			
	'X' in the appropriate column against the Resolution indicated in the Box. If you lea		
'Against' column blank	against any or all Resolutions, your proxy will be entitled to vote in the manner	ac ha	cha think

Please complete all details including detail of member(s) in above box before submission.

2.
 3.

ATTENDANCE SLIP

Folio No. /DP ID/Client ID:							
Name & Address:							
Name(s) of joint holder(s), if any:							
No. of shares held:							
I/we certify that I/we am/are member(s)/prox	y for the member(s) of the Company.						
IWe hereby record my/our presence at the fourth Annual General Meeting of the Company on Thursday, 24th December,							
2020 at 12:30 P.M. at PawanPuri, Muradnagar, Ghaziabad-201206 UP.							
Full name of proxy (in case of proxy)	Signature of first holder/proxy	Signature of joint holder(s)					
Matan							
Notes:							
1. Please fill and sign this attendance slip ar	•						
2. Only members of the Company and/or the	eir proxy will be allowed to attend the meeting	•					
4th ANNUAL REPORT 2019-2020							
TILL ANTIONE INEL OIL 2013 2020							

SPACE INCUBATRICS TECHNOLOGIES LIMITED

