

COMSYN/BSE/2017-18

Date: 16<sup>th</sup> August, 2017

Online Filing at: [www.listing.bseindia.com](http://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**

**Subject: Filing of Notice of 33<sup>rd</sup> Annual General Meeting to be held on Friday, 22<sup>nd</sup> September, 2017.**


Dear Sir/Madam,

We are pleased to submit a copy of the Notice of the 33<sup>rd</sup> Annual General Meeting of the Company to be held on Friday, 22<sup>nd</sup> September, 2017 at 11:30 A.M. at Hotel Best Western Plus O2, situated at 31/1, Main Road, South Tukoganj, Indore-452001 (M.P.).

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 LTD.**

  
**CS MEGHA PARMAR  
COMPANY SECRETARY &  
COMPLIANCE OFFICER**



**Encl.: Notice of 33<sup>rd</sup> Annual General Meeting along with Proxy Form, Attendance Slip and Route Map to the Venue of AGM.**

## **Commercial Syn Bags Limited**

*Formerly known as (Commercial Synbags Ltd.)*

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](mailto:mails@comsyn.com), Visit at : [www.comsyn.com](http://www.comsyn.com)

Works : Plot No. "S-4/3, Sector 1, Pithampur Distt. Dhar M.P. INDIA Ph. +91-7292-415151

## NOTICE

Notice is hereby given that 33<sup>rd</sup> Annual General Meeting of the members of **COMMERCIAL SYN BAGS LIMITED** will be held on Friday, 22<sup>nd</sup> day of September, 2017 at 11:30 A.M. at Hotel Best Western Plus O2, situated at 31/1, Main Road, South Tukoganj, Indore-452001 (M.P.), to transact the following businesses:

### ORDINARY BUSINESSES:

1. To receive, consider, approve and adopt the Financial Statements of the Company including the audited Balance Sheet as at March 31, 2017, the Statement of Profit & Loss and Cash Flow for the year ended March 31<sup>st</sup> 2017 and the Reports of the Board and Auditors thereon.
2. To appoint a director in place of Shri Anil Choudhary (DIN: 00017913), who retires by rotation and being eligible offers himself for re-appointment.
3. To ratify the appointment of M/s Gupta & Ashok, Chartered Accountants, Indore (ICAI Firm Registration No. 02254C) as approved by Members at the 30<sup>th</sup> Annual General Meeting as Statutory Auditor of the Company, to hold office until the conclusion of 35<sup>th</sup> Annual General Meeting of the Company and authority to the Board to fix the Remuneration for the Financial Year ending on March 31, 2018.

### SPECIAL BUSINESSES:

4. To approve re-appointment of Smt. Ranjana Choudhary (DIN:03349699) as Whole-time Director & KMP for a further period of 5 (Five) Years w.e.f. 01<sup>st</sup> June, 2017 and in this regard to consider and, if thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provisions of section 196, 197, 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 Smt. Ranjana Choudhary as Whole-time Director of the Company for a further period of 5 years with effect from 1<sup>st</sup> June, 2017 on the remuneration not exceeding Rs. 3,00,000/- (Rupees Three Lakhs only) per month.

**RESOLVED FURTHER THAT** in addition of aforesaid remuneration, Smt. Ranjana Choudhary, 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.
4. Personal Accident Insurance Premium not exceeding Rs. 10,000 per annum.

### FACILITIES TO PERFORM THE COMPANIES 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 her.
2. **Telephone, Internet & Cell:** Free use of telephone, internet at her 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 Smt. Ranjana Choudhary shall be minimum remuneration payable by the Company.

**RESOLVED FURTHER THAT** there shall be clear relation of the Company with Smt. Ranjana 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.

## Commercial Syn Bags Limited

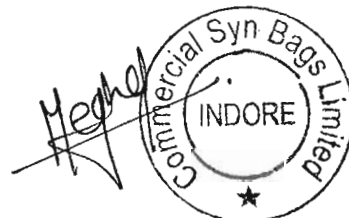
Formerly known as (Commercial Synbags Ltd.)

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

Works : Plot No. "S-4/3, Sector 1, Pithampur Distt. Dhar M.P. INDIA Ph. +91-7292-415151



**RESOLVED FURTHER THAT** Smt. Ranjana Choudhary, Whole Time Director shall also be entitled to reimbursement of actual entertainment, travelling time to time to perform her 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 her 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 appointment of Shri Milind Mahajan (DIN:00155762) as Independent Director for a term of 5 (five) consecutive years w.e.f. 10<sup>th</sup> May, 2017 and in this regard consider and, if thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 150, 152 read with Schedule IV and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Qualification of Directors) Rules, 2015 read with Schedule IV of the Companies Act, 2013 and the provisions of the SEBI (LODR) Regulations, 2015 (including any statutory modification(s) or re-enactment thereof for the time being in force), Shri Milind Mahajan (DIN: 00155762), who was appointed by the Board as an Additional Director under the category of Independent Director w.e.f. 10<sup>th</sup> May, 2017, in terms of Section 161 of the Companies Act, 2013 and Article of Association of the Company and in respect of whom the Company has received a notice in writing under section 160 of the Companies Act, 2013 from a member proposing candidature of Shri Milind Mahajan (DIN: 00155762), for the office of Director and a declaration has been received from him confirming that he meets the criteria for independence as provided in Section 149(6) of the Companies Act, 2013 and the SEBI (LODR) Regulations, 2015, be and is hereby appointed as an Independent Director of the Company to hold office for a term of 5 (five) consecutive years w.e.f. 10<sup>th</sup> May, 2017 till 09<sup>th</sup> May, 2022 and his officeshall not be liable to retire by rotation.

**RESOLVED FURTHER THAT** Board of Directors of the Company be and is hereby authorized to do all such acts, deeds, things and matters as it may have deemed necessary to give effect to above resolution.”

6. To grant approval to keep Company’s Register of Members and other statutory documents and records at the Registered Office and/or with RTA of the Company and in this regard to consider, and, if thought fit, to pass, with or without modification(s), the following Resolution as a **Special resolution**:

**“RESOLVED THAT** pursuant to section 94 and other applicable provisions, if any, of the Companies Act, 2013, (“the Act”) approval of the members be and is hereby accorded to keep the Company’s register of members; the index of members, the Register and copies of all its annual returns prepared under sections 92 and other applicable provisions, if any, of the act together with the copies of certificates and documents required to be annexed thereto under Section 92 of the Act, at other than the place of the Registered Office of the and to be maintained by Bigshare Services Pvt. Ltd, Registrar and Share Transfer Agent of the Company, situated at 1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri East, Mumbai 400059, Maharashtra.”

7. To approve the expenses for service of documents to members and in this regard to consider and if thought fit, to pass with or without modification(s), the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to provisions of Section 20 and other applicable provisions, if any, of the Companies Act, 2013 and relevant rules prescribed thereunder, the consent of the Company be and is hereby accorded to the Board of directors or the person authorized by the Board charge from member(s) fee in advance, a sum equivalent to the estimated actual expenses of delivery of the documents through a particular mode, if any request has been made by such member(s) for delivery of such document(s) to him through such mode of service as required and the same be provided upon such request in writing along with the requisite fee if has been duly received by the Company at least one week in advance of the dispatch of the document by the Company.



**RESOLVED FURTHER THAT** Board of director and/or any person authorized by the Board be and are hereby authorized to do all acts, deeds, matters and things as they may in their absolute discretion deem necessary, proper or desirable and to settle any question, difficulty, doubt that may arise in respect of the matter aforesaid and further to do all acts, deeds, matters and things as may be necessary, proper or desirable or expedient to give effect to above resolution.”

Date: 4<sup>th</sup> August,2017  
Place: Indore

**Commercial Syn Bags Limited**  
CIN: L25202MP1984PLC002669  
Regd. Office: Commercial House,  
3-4, Jaora Compound, M.Y.H. Road,  
Indore-452001 (MP)



By Orders of the Board of Directors

  
**Megha Parmar**  
Company Secretary &  
Compliance Officer  
ACS 37111

**NOTES:**

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY/IES TO ATTEND AND VOTE INSTEAD OF HIMSELF/ HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY.
2. A person can act as a proxy on behalf of members not exceeding 50 and holding in aggregating not more than 10% of the total share capital of the Company carry voting rights may appoint a single person as a proxy and such person shall not act as a proxy for any other person or Shareholder.  
The instrument of proxy 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 time fixed for the Meeting. A Proxy for is sent herewith.
3. 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 hereto.
4. The company has notified closure of Register of Members and Share Transfer Books from 15<sup>th</sup> September, 2017, Friday to 22<sup>nd</sup> September, 2017, Friday (both days inclusive) for the purpose of the Annual General Meeting.
5. The Management Discussion and Analysis Report also forms part of this Annual Report.
6. Members seeking any information are requested to write to the Company by email at [investors@comsyn.com](mailto:investors@comsyn.com) at least 7 days before the date of the AGM to enable the management to reply appropriately at the AGM.
7. Members are requested to immediately notify any change in their address and also intimate their active E-Mail ID to their respective Depository Participants (DPs) and to the Registrar and Share Transfer Agent of the Company viz. Bigshare Services Pvt. Ltd., 1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri East, Mumbai 400059, Maharashtra having email Id [investor@bigshareonline.com](mailto:investor@bigshareonline.com) to receive the soft copy of the annual report and all other communication and notice of the meetings etc., of the Company.
8. Electronic copy of the Annual report for the year 2016-17 is being sent to the members whose email IDs are registered with the Share Transfer Agent of the Company/Depository Participants unless any member has requested for a hard copy of the same. For members who have not registered their email address, physical copies of the Annual reports being sent in the permitted mode.
9. Members may also note that the Annual Report for the year 2016-17 is also available on Company's website [www.comsyn.com](http://www.comsyn.com).
10. Corporate Members intending to send their authorized representatives to attend the Annual General Meeting pursuant to section 113 of Companies Act, 2013 are requested to send a duly certified copy of the relevant Board Resolution together with the respective specimen signatures of those representatives authorized under the said resolution to attend and vote on their behalf at the Meeting.
11. Relevant documents referred to in the accompanying the Notice are open for inspection by the members at the Registered Office of the company on all working days, except Saturday, between 11:00 A.M and 1:00 P.M. up to the date of the Annual General Meeting.
12. Members/proxies/ authorized representatives are requested to bring the duly filled and signed attendance slip attached with this report and copy of Annual Report with them to attend the Meeting.
13. The Register of Directors, Key Managerial Personnel and their shareholding, maintained under section 170 of the Companies Act, 2013 will be available for inspection by the Members at the Annual General Meeting.
14. The Register of Contracts or Arrangements, in which the directors are interested, maintained under Section 189 of the Companies Act, 2013 and will be available for inspection by the members at the Annual General Meeting.



15. SEBI has also mandated that for registration of transfer of securities the transferee(s) as well as the transferor(s) shall furnish a copy their PAN to the Share Transfer Agent for registration of transfer of securities.
16. Members may also note that the Notice of 33<sup>rd</sup> Annual General Meeting, Attendance Slip, Proxy Form, Route Map, Ballot Paper and the Annual Report for the year 2016-17 will also be available on the website of Company [www.comsyn.com](http://www.comsyn.com) for their download.
17. The Brief profile of the director seeking re-appointment at the ensuing annual general meeting is annexed herewith the Notice.
18. The Route Map of the venue of AGM is given at the last page of Annual Report.

**19. Voting through electronic means**

- I. In compliance with 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 SEBI (LODR), Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM (“remote e-voting”) will be provided by National Securities Depository Limited (NSDL).
- II. The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right to vote at the meeting through ballot paper.
- III. The members who have casted their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again at the AGM.
- IV. The remote e-voting period commences on 19<sup>th</sup> September, 2017, Tuesday (09.00 A.M. IST) and ends on 21<sup>st</sup> September, 2017, Thursday (05.00 P.M. IST). During this period, members of the Company, holding shares as on the cut-off date i.e. 15<sup>th</sup> September, 2017, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.

**Members are requested to carefully read the below mentioned instructions for remote e-voting before casting their vote.**

**The process and manner for remote e-voting are as under:**

**A. In case a Member receives an email from NSDL [for members whose email IDs are registered with the Company/Depository Participants(s)]:**

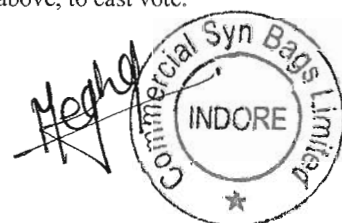
- (i) Open email and open PDF file viz; “remote e-voting.pdf” with your Client ID or Folio No. as password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password. If you are already registered with NSDL for e-Voting then you can use your existing user ID and password.

NOTE: Shareholders already registered with NSDL for e-voting will not receive the PDF file “remote e-voting.pdf”.

- (ii) Launch internet browser by typing the following URL: <https://www.evoting.nsdl.com//>
  - (iii) Click on Shareholder - Login
  - (iv) Put your user ID and password. Click Login.
  - (v) Password change menu appears. Change the password/PIN with new password of your choice with minimum 8 digits/characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
  - (vi) Home page of remote e-voting opens. Click on remote e-voting: Active Voting Cycles.
  - (vii) Select “EVEN” of “Name of the company”.
  - (viii) Now you are ready for remote e-voting as Cast Vote page opens.
  - (ix) Cast your vote by selecting appropriate option and click on “Submit” and also “Confirm” when prompted.
  - (x) Upon confirmation, the message “Vote cast successfully” will be displayed.
  - (xi) Once you have voted on the resolution, you will not be allowed to modify your vote.
  - (xii) Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mail to [ishan1619@yahoo.co.in](mailto:ishan1619@yahoo.co.in) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
- B. In case a Member receives physical copy of the Notice of AGM [for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy]:**
- (i) Initial password is provided as below/at the bottom of the Attendance Slip for the AGM

REVEN (Remote E Voting Event Number)	USER ID	PASSWORD/PIN

- (ii) Please follow all steps from Sl. No. (ii) to Sl. No. (xii) above, to cast vote.



In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800-222-990.

***If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.***

**NOTE:** Shareholders who forgot the User Details/Password can use “Forgot User Details/Password?” or “Physical User Reset Password?” option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com)

- V. In case Shareholders are holding shares in demat mode, USER-ID is the combination of (DPID+ClientID).
- VI. In case Shareholders are holding shares in physical mode, USER-ID is the combination of (Even No+Folio No).
- VII. You 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).
- VIII. 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 of 15<sup>th</sup> September, 2017.
- IX. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 15<sup>th</sup> September, 2017 for eligible of the Notice and the Annual Report, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or Issuer/RTA.
- X. However, a member is already registered with NSDL for remote e-voting then; he can use his existing user ID and password for casting his vote. If a member forgot his password, he can reset his password by using “Forgot User Details/Password?” or “Physical User Reset Password?” option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following toll free no.: 1800-222-990.
- XI. A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM.
- XII. 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 only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through ballot paper.
- XIII. CS Ishan Jain, Practicing Company Secretary (ACS No. 29444 CP 13032) has been appointed as the Scrutinizer to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- XIV. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting by using “Ballot Paper” or “Poling Paper” for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility. However, no remote e-voting facility shall be made available at the venue of the AGM.
- XV. The Scrutinizer shall after the conclusion of voting at the AGM, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than 48 hours of the conclusion of the AGM, a consolidated scrutinizer’s report of the total votes cast in favor or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
- XVI. The Results declared alongwith the report of the Scrutinizer shall be placed on the website of the Company [www.comsyn.com](http://www.comsyn.com) and on the website of NSDL 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 Limited, Mumbai.

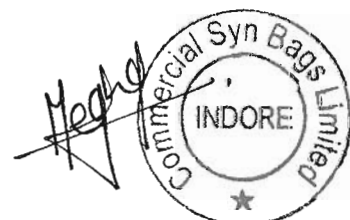
**EXPLANATORY STATEMENT IN RESPECT OF THE SPECIAL BUSINESS PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013**

**Item No. 4:**

Smt. Ranjana Choudhary (DIN: 03349699) was appointed as Whole-time Director at the Extra Ordinary General Meeting of the Members held on 30<sup>th</sup> May, 2012 for a term of 5 years w.e.f. 01<sup>st</sup> June, 2012 till 31<sup>st</sup> May, 2017. Therefore, she needs to be re-appointed by the Company for a further term of 5 (Five) years w.e.f. 01<sup>st</sup> June, 2017 till 31<sup>st</sup> May, 2022.

The Nomination and Remuneration Committee and the Board of Directors at their meeting held on 09<sup>th</sup> March, 2017, considered and approved the re-appointment of Smt. Ranjana Choudhary on the terms, conditions and remuneration as set out in the Item No. 4. The brief profile of Smt. Ranjana Choudhary is given hereunder the details of the directors seeking Appointment/Re-appointment.

Smt. Ranjana Choudhary, being appointee may be considered as financial interested to the extent of the remuneration as may be drawn by her and Shri Ravindra Choudhary, CEO & KMP, being the relative of appointee is interested otherwise in the resolution. 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. Mrs. Ranjana Choudhary held 221600 shares, consisting of 1.88% of the total paid up capital of the Company. The Board recommends the Resolution as set out in Item No. 4 of this Notice for approval of Members.



**Item No. 5:**

The Nomination and Remuneration Committee and Board of Directors at their meeting held on 10<sup>th</sup> May, 2017 have appointed Shri Milind Mahajan (DIN: 00155762) as an Additional Director under the category of the Independent Director of the Company pursuant to Section 161 of the Companies Act, 2013; subject to the approval of Members at General Meeting.

The Company has received notice in writing under the provisions of Section 160 of the Companies Act, 2013, from a member along with requisite deposit amount proposing the candidature of Shri Milind Mahajan for the office of Independent Director, to be appointed as such under the provisions of Section 149 of the Companies Act, 2013 and rules made thereunder. The Company has received from Shri Milind Mahajan (i) consent in writing to act as director in Form DIR-2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules, 2014, (ii) intimation in Form DIR-8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that he is not disqualified under sub-section (2) of Section 164 of the Companies Act, 2013, and (iii) a declaration to the effect that he meets the criteria of independence as provided in sub-section (6) of Section 149 of the Companies Act, 2013.

The resolution set out in Item No. 5 seeks the approval of members for the appointment of Shri Milind Mahajan as an Independent Director of the Company for a term of 5 (five) consecutive years w.e.f. 10<sup>th</sup> May, 2017 till 09<sup>th</sup> May, 2022; pursuant to Section 149 and other applicable provisions of the Companies Act, 2013 and Rules made thereunder.

His office shall not be liable to retire by rotation. The brief profile of Shri Milind Mahajan is given hereunder the details of the directors seeking Appointment/Re-appointment.

In the opinion of the Board of Directors, Shri Milind Mahajan proposed to be appointed as Independent Director fulfils the conditions specified in the Act and the Rules made thereunder and he is independent of the Management.

No director, key managerial personnel or their relatives, except Shri Milind Mahajan, being the appointee, is interested or concerned in the resolution.

The Board recommends the Ordinary Resolution as set out in Item No. 5 of this Notice for approval of Members.

**Item No. 6**

As per provisions of section 94 of the Companies Act, 2013 ("the Act"), the Register of members, the index of members, the register and copies of all annual returns prepared under sections 92 of the Act together with the copies of certificates and documents required to be annexed thereto shall be kept at the Registered Office of the Company or with the approval of the members at any place other than the Registered office of the Company. The Special resolution at Item No. 6 is proposed for the purpose of enabling the Company to keep the records of Register of members, index thereof by Bigshare Services Private Ltd, Registrar and Share Transfer Agent of the Company, situated at 1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri East, Mumbai 400059, Maharashtra as stated in the resolution. A copy of the proposed special resolution set out in item No.6 will be delivered to the Registrar of Companies.

None of the directors or Key Managerial Personnel (KMP) or their relatives are concerned or interested in the Resolution financially or otherwise.

The Board recommends the Special Resolution as set out in Item No. 6 of this Notice for approval of Members.

**Item No. 7**

As per the provisions of section 20 of the Companies Act, 2013, a document may be served on any member by sending it to him by post or by registered post or by speed post or by courier or by delivery at his office or residence address or by such electronic or other mode as may be prescribed. Further, proviso to subsection (2) of section 20 states that a member may request for delivery of any document through a particular mode, for which member shall pay such fees in advance as may be determined by the company by ordinary resolution. Accordingly, the Board of Directors has proposed that a sum equivalent to the estimated actual expenses of delivery of the documents through a particular mode, if any request has been made by any member for delivery of such documents to him through such mode of service, be taken to cover the cost of such delivery as may be decided by the Board or the authorized person from time to time.

None of the Directors or Key Managerial Personnel and their relatives, are concerned or interested (financially or otherwise) in the resolution.

The Board recommends the Ordinary Resolution as set out at Item No. 7 of the Notice for approval of the members.

Date: 4<sup>th</sup> August, 2017

Place: Indore

**Commercial Syn Bags Limited**  
CIN: L25202MP1984PLC002669  
Regd. Office: Commercial House,  
3-4, Jaora Compound, M.Y.H. Road,  
Indore-452001 (MP)

By Orders of the Board of Directors

  
**Megha Parmar**  
Company Secretary &  
Compliance Officer  
ACS 37111



**BRIEF PROFILE AND PARTICULARS OF THE DIRECTORS SEEKING APPOINTMENT/  
RE-APPOINTMENT IN THE ENSUING ANNUAL GENERAL MEETING**

**Annexure to Item No. 2, 4 & 5 of the Notice:**

Name of Directors	Shri Anil Choudhary	Smt. Ranjana Choudhary	Shri Milind Mahajan
Designation	Chairman & Managing Director	Whole-time Director	Additional Director appointed under the category of Independent Director
Director Identification Number (DIN)	00017913	03349699	00155762
Date of Birth	03/12/1958	04/05/1981	12/10/1966
Date of Appointment (previous)	Re-appointed as Chairman & Managing Director w.e.f. 20 <sup>th</sup> February, 2016 for a period of 5 years subject to liable to retire by rotation.	Appointed as Whole Time Director w.e.f. 01/06/2012 for a period of 5 years subject to liable to retire by rotation.	Appointed as Additional Director under the Category of Independent Director w.e.f. 10 <sup>th</sup> May, 2017, subject to approval of members for a period of 5 Years, not liable to retire by rotation.
Expertise/Experience in specific functional areas	He has an experience of more than three decades in plastic packaging industry.	She has more than 5 years of experience in the field of administration, management and plastic packaging industry	He has vast experience in the field of business management, e-governance and IT-enabled services.
Qualification	B.Sc., M.A., Diploma in Marketing Management	B.Com, Masters Degree in Computer Management from North Maharashtra University, Jalgaon, (M.H.)	Post Graduate in Management from Devi Ahilya University, Indore (M.P.) and Bachelor of Engineering (Electronics) from Pune University, Pune (M.H.)
No. & % of Equity Shares held	3.80 %, holding 4,49,200 equity shares of Rs.10/- each as at 31 <sup>st</sup> March, 2017	1.88%, holding 2,21,600 equity shares of Rs.10/- each as at 31 <sup>st</sup> March, 2017	Nil
List of outside Company's directorship held	ABA Realbuild Private Limited Indian Plast Pack Forum	Mohra Infratech Private Limited	Midwest Autosales Private Limited Udan Airways Private Limited Supreme Airlines Private Limited Sky Masters Pvt. Ltd. Mirash Infotech Private Limited Sunsys Energy & Infrastructures India Private Limited The Madhya Pradesh Flying Club Limited
Chairman / Member of the Committees of the Board of Directors of Commercial Syn Bags Limited	Chairman -CSR Committee Member-Audit Committee Member-Stakeholders' Relationship Committee	Member-CSR Committee	Chairman-Stakeholders' Relationship Committee Member-Audit Committee Member-Nomination & Remuneration Committee
Chairman / Member of the Committees of the Board, Directors of other Companies in which he is director	-	-	-
Disclosures of relationships between directors inter-se.	Nil	Nil	Nil

**Brief Resume:**

**Shri Anil Choudhary**, aged 59 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.

**Smt. Ranjana Choudhary**, aged 36 years, Whole-time Director of the Company is a graduate in Commerce and Masters in Computer Management from North Maharashtra University, Jalgaon. She has an experience of more than five years in administration, management and plastic packaging industry. She looks after day to day affairs and general business activities of the Company.

**Shri Milind Mahajan**, aged 51 Years, is an energetic, focused and organized personality having vast experience in the field of business management, e-governance and IT-enabled services. He is currently managing his own business as Director of Mirash Infotech Pvt. Ltd., Indore since 1997 which is a Large Scale Variable Data Printing and E-governance Company and among the leading companies of Central India. He is also the Director and Honorary Secretary of the Madhya Pradesh Flying Club Limited, a non-profit venture aided by Ministry of Civil Aviation, Government of India.





**PROXY FORM  
FORM MGT- 11**

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

Name : COMMECIAL SYN BAGS LIMITED  
 CIN : L25202MP1984PLC002669  
 Regd. office : Commercial House, 3-4, Jaora Compound M.Y.H. Road Indore MP 452001  
 Name of the member (s) :  
 Registered address :  
 E-mail Id :  
 Folio No/ Client Id/ DP ID :

I/We, being the member (s) of ..... shares of the above named company, hereby appoint

1. Name : .....  
 Address : ..... E-mail Id.....  
 Signature : ..... or failing him.....  
 2. Name : .....  
 Address : ..... E-mail Id.....  
 Signature : ..... or failing him.....  
 3. Name : .....  
 Address : ..... E-mail Id.....  
 Signature : ..... or failing him.....

as my/our proxy to attend and vote on a poll for me/us and on my/our behalf at the 33<sup>rd</sup> Annual General Meeting of the company, to be held on Friday, the 22<sup>nd</sup> September, 2017 at 11:30 A.M. at Hotel Best Western Plus O2, situated at 31/1, Main Road, South Tukoganj, Indore-452001 (M.P.), and at any adjournment thereof in respect of such resolutions as are indicated below:

<b>Resolutions:</b>		<b>Nature of Resolution</b>
1.	Adoption of Financial Statements of the Company including the audited Balance Sheet as at March 31, 2017, the Statement of Profit & Loss and Cash Flow for the year ended March 31 <sup>st</sup> , 2017 and the Reports of the Board and Auditors thereon.	Ordinary
2.	Reappointment of Shri Anil Choudhary (DIN: 00017913) who is liable to retire by rotation being eligible offers herself for re-appointment.	Ordinary
3.	Ratification of appointment of Statutory Auditor for the Financial Year 2017-18 and fixing their remuneration.	Ordinary
4.	Re-appointment of Smt. Ranjana Choudhary (DIN: 03349699) as Whole Time Director & KMP for a further period of 5 (Five) Years w.e.f. 01 <sup>st</sup> June, 2017.	Ordinary
5.	Appointment of Shri Milind Mahajan (DIN: 00155762) as Independent Director for a term of 5 (five) consecutive years w.e.f. 10 <sup>th</sup> May, 2017.	Ordinary
6.	Approval to keep Company's Register of Members and other statutory documents and records at the Registered Office and/or with RTA of the Company.	Special
7.	To approve the expenses for service of documents to members.	Ordinary

Signed this..... day of..... 2017

Signature of shareholder

Signature of Proxy holder(s)

Note: 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.

**ATTENDANCE SLIP**

**33<sup>rd</sup> Annual General Meeting of Commercial Syn Bags Limited held on Friday, 22<sup>nd</sup> September, 2017  
at 11:30 A.M. at Hotel Best Western Plus O2, situated at 31/1, Main Road, South Tukoganj, Indore-452001, (M.P.)**

R.F. No. \_\_\_\_\_

Shri/Smt./Miss \_\_\_\_\_

(Shareholders' name in block letters)

I/We certify that I/We am/are registered shareholder / proxy for the registered shareholder of the company.

I/We hereby record my/our presence at the 33<sup>rd</sup> Annual General meeting of the company on Friday, 22<sup>nd</sup> September, 2017 at Hotel Best Western Plus O2, situated at 31/1, Main Road, South Tukoganj, Indore-452001, (M.P.) at 11:30 A.M.

(If signed by proxy, his name should be written in block letters)

(Shareholders/Proxy's Signature) \_\_\_\_\_

Note:

- Shareholders/proxy holders are requested to bring the attendance slips with them when they come to the meeting and hand over them at the entrance after affixing their signatures on them.
- If it is intended to appoint a proxy, the form of proxy should be completed and deposited at the Registered Office of the Company at least 48 hours before the Meeting.

**Note: The Map of Venue of AGM is given at the last page of Annual Report.**



Route Map to the Venue of the AGM  
**Hotel Best Western Plus O2**  
31/1 Main Road, South Tukoganj, Indore, Madhya Pradesh 452001

