

**ROSS PROCESS EQUIPMENT PRIVATE LIMITED**

CIN: U29197PN2007PTC130790

**Regd. Office:** Plot No. D-233/3, MIDC, Phase II, Chakan, Tal Khed, Pune 410501

Telephone No: 020 - 65111101

Email id: lsingh@rossmixers.in

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**NOTICE**

**NOTICE** is hereby given that the Fourteenth Annual General Meeting of the Members of Ross Process Equipment Private Limited will be held through Video Conferencing, on Thursday, 05<sup>th</sup> August, 2021, at 05.00 P.M (IST i.e 7.30 A.M. EDT) in accordance with the applicable provisions of the Companies Act, 2013 read with MCA General Circular No. 20/2020, 14/2020 and 17/2020 dated 5<sup>th</sup> May, 2020, 8<sup>th</sup> April, 2020 and 13<sup>th</sup> April, 2020 respectively, to transact the following business:

**ORDINARY BUSINESS:**

1. To receive, consider and adopt the Balance Sheet as at 31<sup>st</sup> March, 2021 and Profit & Loss Account as on that date together with the reports of Directors and Auditors thereon.

**By Order of the Board of Directors**

Date: 05.08.2021

Place: Pune

Naresh Kumar Goel

**Company Secretary**

M.No: F9827

## NOTES:

1. In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs (“MCA”) has vide its circular dated 5<sup>th</sup> May, 2020 read with circulars dated 8<sup>th</sup> April, 2020 and 13<sup>th</sup> April, 2020 (collectively referred to as “MCA Circulars”) permitted the holding of the Annual General Meeting (“AGM”) through VC / OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act, 2013 (“Act”) and MCA Circulars, the AGM of the Company is being held through VC / OAVM.
2. Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars through VC / OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM, However Pursuant to the provisions of the Act representative of the members may be appointed for the purpose of voting through remote e-voting or for participation and voting in the Annual General Meeting held through VC / OAVM.
3. Members attending the AGM through VC / OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
4. Corporate members intending to send their authorized representative to attend meeting are requested to send a certified true copy of Board Resolution authorizing their representatives to attend and vote on their behalf at the Annual General Meeting to the Company before the date of the AGM.
5. Member of the company can attend AGM through [\(Link\)](#)
6. Member of the company can join the meeting before 15 minutes the time scheduled to start the meeting i.e. 05.00 PM IST (i.e 7.30 A.M. EDT) by clicking on the above mentioned link.
7. Pursuant to MCA General Circular No. 14/2020, the members attending the AGM through VC / OAVM may cast their vote by show of hands or may demand for poll in accordance with provision of Companies Act, 2013.
8. The Board has appointed Mr. Nitin Prabhune, Practising Company Secretary as the Scrutinizer incase a poll is demanded. In such cases, the members may send their votes to following email id: nitinprabhunecs@gmail.com
9. All documents referred to in the accompanying Notice and the Explanatory Statement shall be open for inspection at the Registered Office of the Company during office hours on all working days except Sunday between 11.00 A.M. to 4.00 P.M. up to the date of the 14<sup>th</sup> Annual General Meeting of the Company.

10. Members may note that the Notice of the AGM will also be available on the Company's website [www.rossmixers.in](http://www.rossmixers.in)