

FORM NO. MGT-7

[Pursuant to sub-Section(1) of section 92 of the Companies Act, 2013 and sub-rule (1) of rule 11of the Companies (Management and Administration) Rules, 2014]



Annual Return

Form language English Hindi

Refer the instruction kit for filing the form.

I. REGISTRATION AND OTHER DETAILS

(i) * Corporate Identification Number (CIN) of the company

L15500WB1997PLC085661

Pre-fill

Global Location Number (GLN) of the company

* Permanent Account Number (PAN) of the company

AABCD3545P

(ii) (a) Name of the company

DHUNSERI TEA & INDUSTRIES L

(b) Registered office address

DHUNSERI HOUSE 4A, WOOD BURNPARK
KOLKATA
West Bengal
700020
India

(c) *e-mail ID of the company

mail@dhunseritea.com

(d) *Telephone number with STD code

3322801950

(e) Website

www.dhunseritea.com

(iii) Date of Incorporation

07/10/1997

(iv)	Type of the Company	Category of the Company	Sub-category of the Company
	Public Company	Company limited by shares	Indian Non-Government company

(v) Whether company is having share capital

Yes No

(vi) *Whether shares listed on recognized Stock Exchange(s)

Yes No

(a) Details of stock exchanges where shares are listed

S. No.	Stock Exchange Name	Code
1	BSE LIMITED	1
2	NATIONAL STOCK EXCHANGE OF INDIA LIMITED	1,024

(b) CIN of the Registrar and Transfer Agent

U20221WB1982PTC034886

Pre-fill

Name of the Registrar and Transfer Agent

MAHESHWARI DATAMATICS PVT LTD.

Registered office address of the Registrar and Transfer Agents

23, R.N. Mukherjee Road
5th Floor

(vii) *Financial year From date 01/04/2019 (DD/MM/YYYY) To date 31/03/2020 (DD/MM/YYYY)

(viii) *Whether Annual general meeting (AGM) held Yes No

(a) If yes, date of AGM

23/09/2020

(b) Due date of AGM

30/09/2020

(c) Whether any extension for AGM granted

Yes No

II. PRINCIPAL BUSINESS ACTIVITIES OF THE COMPANY

*Number of business activities

1

S.No	Main Activity group code	Description of Main Activity group	Business Activity Code	Description of Business Activity	% of turnover of the company
1	C	Manufacturing	C1	Food, beverages and tobacco products	100

III. PARTICULARS OF HOLDING, SUBSIDIARY AND ASSOCIATE COMPANIES (INCLUDING JOINT VENTURES)

*No. of Companies for which information is to be given

7

Pre-fill All

S.No	Name of the company	CIN / FCRN	Holding/ Subsidiary/Associate/ Joint Venture	% of shares held
1	DHUNSERI PETROCHEM & TEA		Subsidiary	100
2	KAWALAZI ESTATE CO. LTD.		Subsidiary	100

3	MAKANDI TEA & COFFEE ESTA		Subsidiary	100
4	A. M. HENDERSON & SONS LTD		Subsidiary	100
5	CHIWALE ESTATE MANAGEME		Subsidiary	100
6	DHUNSERI MAURITIUS PTE LTD		Subsidiary	100
7	NTIMABI ESTATE LIMITED		Subsidiary	100

IV. SHARE CAPITAL, DEBENTURES AND OTHER SECURITIES OF THE COMPANY

(i) *SHARE CAPITAL

(a) Equity share capital

Particulars	Authorised capital	Issued capital	Subscribed capital	Paid up capital
Total number of equity shares	7,500,000	7,004,951	7,004,951	7,004,951
Total amount of equity shares (in Rupees)	75,000,000	70,049,510	70,049,510	70,049,510

Number of classes

1

Class of Shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
EQUITY				
Number of equity shares	7,500,000	7,004,951	7,004,951	7,004,951
Nominal value per share (in rupees)	10	10	10	10
Total amount of equity shares (in rupees)	75,000,000	70,049,510	70,049,510	70,049,510

(b) Preference share capital

Particulars	Authorised capital	Issued capital	Subscribed capital	Paid-up capital
Total number of preference shares	0	0	0	0
Total amount of preference shares (in rupees)	0	0	0	0

Number of classes

0

Class of shares	Authorised capital	Issued capital	Subscribed capital	Paid up capital
Number of preference shares				
Nominal value per share (in rupees)				
Total amount of preference shares (in rupees)	0	0		

(c) Unclassified share capital

Particulars	Authorised Capital
Total amount of unclassified shares	0

(d) Break-up of paid-up share capital

Class of shares	Number of shares	Total nominal amount	Total Paid-up amount	Total premium
Equity shares				
At the beginning of the year	7,004,951	70,049,510	70,049,510	
Increase during the year	0	0	0	0
i. Public Issues	0	0	0	0
ii. Rights issue	0	0	0	0
iii. Bonus issue	0	0	0	0
iv. Private Placement/ Preferential allotment	0	0	0	0
v. ESOPs	0	0	0	0
vi. Sweat equity shares allotted	0	0	0	0
vii. Conversion of Preference share	0	0	0	0
viii. Conversion of Debentures	0	0	0	0
ix. GDRs/ADRs	0	0	0	0
x. Others, specify				
Decrease during the year	0	0	0	0
i. Buy-back of shares	0	0	0	0
ii. Shares forfeited	0	0	0	0
iii. Reduction of share capital	0	0	0	0
iv. Others, specify				
At the end of the year	7,004,951	70,049,510	70,049,510	
Preference shares				
At the beginning of the year	0	0	0	

Increase during the year	0	0	0	0
i. Issues of shares	0	0	0	0
ii. Re-issue of forfeited shares	0	0	0	0
iii. Others, specify				
Decrease during the year	0	0	0	0
i. Redemption of shares	0	0	0	0
ii. Shares forfeited	0	0	0	0
iii. Reduction of share capital	0	0	0	0
iv. Others, specify				
At the end of the year	0	0	0	

(ii) Details of stock split/consolidation during the year (for each class of shares)

0

Class of shares		(i)	(ii)	(iii)
Before split / Consolidation	Number of shares			
	Face value per share			
After split / Consolidation	Number of shares			
	Face value per share			

(iii) Details of shares/Debentures Transfers since closure date of last financial year (or in the case of the first return at any time since the incorporation of the company) *

Nil

[Details being provided in a CD/Digital Media]

Yes No Not Applicable

Separate sheet attached for details of transfers

Yes No

Note: In case list of transfer exceeds 10, option for submission as a separate sheet attachment or submission in a CD/Digital Media may be shown.

Date of the previous annual general meeting

13/08/2019

Date of registration of transfer (Date Month Year) <input type="text"/>			
Type of transfer	<input type="text"/>	1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred	<input type="text"/>	Amount per Share/ Debenture/Unit (in Rs.)	<input type="text"/>
Ledger Folio of Transferor <input type="text"/>			
Transferor's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name
Ledger Folio of Transferee <input type="text"/>			
Transferee's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name

Date of registration of transfer (Date Month Year) <input type="text"/>			
Type of transfer	<input type="text"/>	1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock	
Number of Shares/ Debentures/ Units Transferred	<input type="text"/>	Amount per Share/ Debenture/Unit (in Rs.)	<input type="text"/>
Ledger Folio of Transferor <input type="text"/>			
Transferor's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name
Ledger Folio of Transferee <input type="text"/>			
Transferee's Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Surname	middle name	first name

(iv) *Indebtedness including debentures (Outstanding as at the end of financial year)

Particulars	Number of units	Nominal value per unit	Total value
Non-convertible debentures	0	0	0
Partly convertible debentures	0	0	0
Fully convertible debentures	0	0	0
Secured Loans (including interest outstanding/accrued but not due for payment) excluding deposits			230,828,085.24
Unsecured Loans (including interest outstanding/accrued but not due for payment) excluding deposits			267,110,850.45
Deposit			0
Total			497,938,935.69

Details of debentures

Class of debentures	Outstanding as at the beginning of the year	Increase during the year	Decrease during the year	Outstanding as at the end of the year
Non-convertible debentures	0	0	0	0
Partly convertible debentures	0	0	0	0
Fully convertible debentures	0	0	0	0

(v) Securities (other than shares and debentures)

0

Type of Securities	Number of Securities	Nominal Value of each Unit	Total Nominal Value	Paid up Value of each Unit	Total Paid up Value
Total					

V. *Turnover and net worth of the company (as defined in the Companies Act, 2013)**(i) Turnover**

1,773,785,666.4

(ii) Net worth of the Company

6,667,229,000

VI. (a) *SHARE HOLDING PATTERN - Promoters

S. No.	Category	Equity	Preference
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		Number of shares	Percentage	Number of shares	Percentage
1.	Individual/Hindu Undivided Family				
	(i) Indian	158,292	2.26	0	
	(ii) Non-resident Indian (NRI)	23,184	0.33	0	
	(iii) Foreign national (other than NRI)	0	0	0	
2.	Government				
	(i) Central Government	0	0	0	
	(ii) State Government	0	0	0	
	(iii) Government companies	0	0	0	
3.	Insurance companies	0	0	0	
4.	Banks	0	0	0	
5.	Financial institutions	0	0	0	
6.	Foreign institutional investors	0	0	0	
7.	Mutual funds	0	0	0	
8.	Venture capital	0	0	0	
9.	Body corporate (not mentioned above)	4,520,659	64.54	0	
10.	Others	0	0	0	
	Total	4,702,135	67.13	0	0

Total number of shareholders (promoters)

21

(b) *SHARE HOLDING PATTERN - Public/Other than promoters

S. No.	Category	Equity		Preference	
		Number of shares	Percentage	Number of shares	Percentage
1.	Individual/Hindu Undivided Family				
	(i) Indian	1,632,036	23.3	0	
	(ii) Non-resident Indian (NRI)	55,227	0.79	0	
	(iii) Foreign national (other than NRI)	122	0	0	

2.	Government				
	(i) Central Government	200	0	0	
	(ii) State Government	35	0	0	
	(iii) Government companies	0	0	0	
3.	Insurance companies	241,488	3.45	0	
4.	Banks	2,013	0.03	0	
5.	Financial institutions	0	0	0	
6.	Foreign institutional investors	0	0	0	
7.	Mutual funds	240	0	0	
8.	Venture capital	0	0	0	
9.	Body corporate (not mentioned above)	244,233	3.49	0	
10.	Others Clearing Member, Trust, For	127,222	1.82	0	
	Total	2,302,816	32.88	0	0

Total number of shareholders (other than promoters)

17,264

**Total number of shareholders (Promoters+Public/
Other than promoters)**

17,285

**VII. *NUMBER OF PROMOTERS, MEMBERS, DEBENTURE HOLDERS
(Details, Promoters, Members (other than promoters), Debenture holders)**

Details	At the beginning of the year	At the end of the year
Promoters	20	21
Members (other than promoters)	17,671	17,264
Debenture holders	0	0

VIII. DETAILS OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

(A) *Composition of Board of Directors

Category	Number of directors at the beginning of the year		Number of directors at the end of the year		Percentage of shares held by directors as at the end of year	
	Executive	Non-executive	Executive	Non-executive	Executive	Non-executive

A. Promoter	2	0	1	1	0.13	0.33
B. Non-Promoter	0	5	0	5	0	0
(i) Non-Independent	0	1	0	1	0	0
(ii) Independent	0	4	0	4	0	0
C. Nominee Directors representing	0	0	0	0	0	0
(i) Banks & FIs	0	0	0	0	0	0
(ii) Investing institutions	0	0	0	0	0	0
(iii) Government	0	0	0	0	0	0
(iv) Small share holders	0	0	0	0	0	0
(v) Others	0	0	0	0	0	0
Total	2	5	1	6	0.13	0.33

Number of Directors and Key managerial personnel (who is not director) as on the financial year end date 10

(B) (i) *Details of directors and Key managerial personnel as on the closure of financial year

Name	DIN/PAN	Designation	Number of equity share(s) held	Date of cessation (after closure of financial year : If any)
CHANDRA KUMAR DH	00005684	Managing Director	9,104	
MRIGANK DHANUKA	00005666	Director	23,184	
RAJIV KUMAR SHARM	05197101	Director	100	
BHARAT BAJORIA	00109241	Director	0	
VIVEK GOENKA	00042285	Director	0	
ASHOKE KUMAR DUT	00045170	Director	0	
AARADHANA JHUNJHI	00550481	Additional director	0	
PRAKASH CHANDRA D	AHIPD5510D	CEO	0	
VIKASH JAIN	ACVPJ5147Q	CFO	0	
R MAHADEVAN	AAEPI0591G	Company Secretar	6	

(ii) Particulars of change in director(s) and Key managerial personnel during the year

3

Name	DIN/PAN	Designation at the beginning / during the financial year	Date of appointment/ change in designation/ cessation	Nature of change (Appointment/ Change in designation/ Cessation)
MRIGANK DHANUKA	00005666	Director	23/07/2019	Change in Designation from Executiv
AARADHANA JHUNJHI	00550481	Additional director	14/11/2019	Appointment as Additional Director
NANDINI KHAITAN	06941351	Director	08/09/2019	Cessation

IX. MEETINGS OF MEMBERS/CLASS OF MEMBERS/BOARD/COMMITTEES OF THE BOARD OF DIRECTORS

A. MEMBERS/CLASS /REQUISITIONED/NCLT/COURT CONVENED MEETINGS

Number of meetings held

Type of meeting	Date of meeting	Total Number of Members entitled to attend meeting	Attendance	
			Number of members attended	% of total shareholding
ANNUAL GENERAL MEETING	13/08/2019	17,611	181	67.07

B. BOARD MEETINGS

*Number of meetings held

S. No.	Date of meeting	Total Number of directors associated as on the date of meeting	Attendance	
			Number of directors attended	% of attendance
1	23/04/2019	7	6	85.71
2	24/05/2019	7	6	85.71
3	01/07/2019	7	5	71.43
4	13/08/2019	7	5	71.43
5	14/11/2019	7	6	85.71
6	11/02/2020	7	7	100

C. COMMITTEE MEETINGS

Number of meetings held

S. No.	Type of meeting	Date of meeting	Total Number of Members as on the date of the meeting	Attendance	
				Number of members attended	% of attendance

S. No.	Type of meeting	Date of meeting	Total Number of Members as on the date of the meeting	Attendance	
				Number of members attended	% of attendance
1	AUDIT COMM	24/05/2019	4	4	100
2	AUDIT COMM	01/07/2019	4	4	100
3	AUDIT COMM	13/08/2019	4	4	100
4	AUDIT COMM	14/11/2019	4	4	100
5	AUDIT COMM	11/02/2020	4	4	100
6	NOMINATION	24/05/2019	4	4	100
7	NOMINATION	14/11/2019	3	3	100
8	CORPORATE	13/08/2019	3	2	66.67
9	STAKEHOLDER	13/08/2019	3	2	66.67
10	STAKEHOLDER	11/02/2020	3	3	100

D. *ATTENDANCE OF DIRECTORS

S. No.	Name of the director	Board Meetings			Committee Meetings			Whether attended AGM held on
		Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	
1	CHANDRA KUL	6	6	100	22	22	100	Yes
2	MRIGANK DH	6	1	16.67	12	3	25	No
3	RAJIV KUMAR	6	6	100	12	12	100	Yes
4	BHARAT BAJAJ	6	6	100	7	7	100	Yes
5	VIVEK GOENKA	6	6	100	10	10	100	Yes
6	ASHOKE KUMAR	6	6	100	5	5	100	Yes
7	AARADHANA	2	2	100	1	1	100	Yes

X. *REMUNERATION OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

Nil

Number of Managing Director, Whole-time Directors and/or Manager whose remuneration details to be entered

2

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	CHANDRA KUMAR	MANAGING DIR	2,497,646	0	0	657,592	3,155,238
2	MRIGANK DHANU	EXECUTIVE DIR	647,709	0	0	80,129	727,838
	Total		3,145,355	0	0	737,721	3,883,076

Number of CEO, CFO and Company secretary whose remuneration details to be entered

3

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	PRAKASH CHANDI	CEO	1,541,418	0	0	339,200	1,880,618
2	VIKASH JAIN	CFO	1,629,240	0	0	170,800	1,800,040
3	R MAHADEVAN	COMPANY SEC	910,665	0	0	119,316	1,029,981
	Total		4,081,323	0	0	629,316	4,710,639

Number of other directors whose remuneration details to be entered

7

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	RAJIV KUMAR SHA	NON EXECUTIV	0	0	0	60,000	60,000
2	MRIGANK DHANU	NON EXECUTIV	0	0	0	10,000	10,000
3	BHARAT BAJORIA	INDEPENDENT	0	0	0	100,000	100,000
4	NANDINI KHAITAN	INDEPENDENT	0	0	0	25,000	25,000
5	VIVEK GOENKA	INDEPENDENT	0	0	0	115,000	115,000
6	ASHOKE KUMAR D	INDEPENDENT	0	0	0	90,000	90,000
7	AARADHANA JHUN	INDEPENDENT	0	0	0	30,000	30,000
	Total		0	0	0	430,000	430,000

XI. MATTERS RELATED TO CERTIFICATION OF COMPLIANCES AND DISCLOSURES

* A. Whether the company has made compliances and disclosures in respect of applicable provisions of the Companies Act, 2013 during the year Yes No

B. If No, give reasons/observations

XII. PENALTY AND PUNISHMENT - DETAILS THEREOF

(A) DETAILS OF PENALTIES / PUNISHMENT IMPOSED ON COMPANY/DIRECTORS /OFFICERS Nil

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order	Name of the Act and section under which penalised / punished	Details of penalty/ punishment	Details of appeal (if any) including present status

(B) DETAILS OF COMPOUNDING OF OFFENCES Nil

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order	Name of the Act and section under which offence committed	Particulars of offence	Amount of compounding (in Rupees)

XIII. Whether complete list of shareholders, debenture holders has been enclosed as an attachment

Yes No

XIV. COMPLIANCE OF SUB-SECTION (2) OF SECTION 92, IN CASE OF LISTED COMPANIES

In case of a listed company or a company having paid up share capital of Ten Crore rupees or more or turnover of Fifty Crore rupees or more, details of company secretary in whole time practice certifying the annual return in Form MGT-8.

Name

Kailash Chandra Dhanuka

Whether associate or fellow

Associate Fellow

Certificate of practice number

1247

I/We certify that:

- (a) The return states the facts, as they stood on the date of the closure of the financial year aforesaid correctly and adequately.
(b) Unless otherwise expressly stated to the contrary elsewhere in this Return, the Company has complied with all the provisions of the Act during the financial year.

Declaration

I am Authorised by the Board of Directors of the company vide resolution no. ...

23

dated

09/09/2014

(DD/MM/YYYY) to sign this form and declare that all the requirements of the Companies Act, 2013 and the rules made thereunder in respect of the subject matter of this form and matters incidental thereto have been complied with. I further declare that:

1. Whatever is stated in this form and in the attachments thereto is true, correct and complete and no information material to the subject matter of this form has been suppressed or concealed and is as per the original records maintained by the company.
2. All the required attachments have been completely and legibly attached to this form.

Note: Attention is also drawn to the provisions of Section 447, section 448 and 449 of the Companies Act, 2013 which provide for punishment for fraud, punishment for false statement and punishment for false evidence respectively.

To be digitally signed by

Director

CHANDRA
KUMAR
DHANUKA

DIN of the director

00005684

To be digitally signed by

RAMCHANDRA
N MAHADEVAN
IYER

Company Secretary

Company secretary in practice

Membership number

2080

Certificate of practice number

Attachments

1. List of share holders, debenture holders
2. Approval letter for extension of AGM;
3. Copy of MGT-8;
4. Optional Attachment(s), if any

Attach

Attach

Attach

Attach

List of attachments

List of Shareholders.pdf
Share Transfer.pdf
MGT-8.pdf
Annexure.pdf

Remove attachment

Modify

Check Form

Prescrutiny

Submit

This eForm has been taken on file maintained by the Registrar of Companies through electronic mode and on the basis of statement of correctness given by the company



Dhunseri Tea & Industries Limited

CIN : L15500WB1997PLC085661

Registered Office : Dhunseri House, 4A, Woodburn Park, Kolkata 700020

ANNEXURE TO ITEM NO. VI (a), VI (b) and IX (C)

ANNEXURE TO ITEM NO. VI (a) "SHAREHOLDING PATTERN- PROMOTERS"

The change in number of Promoters during the year is consequent to change of basis from PAN to Folio and includes one addition to the Promoter list.

ANNEXURE TO ITEM NO. VI (b) "SHAREHOLDING PATTERN- PUBLIC/ OTHER THAN PROMOTERS"

The term Others in sl. no. 10 include the following:

PARTICULARS	NO. OF SHARES	PERCENTAGE
Clearing Member	3570	0.05
NBFC registered with RBI	78373	1.12
Foreign Portfolio Investors	20320	0.29
Domestic Corporate Unclaimed Shares Account	24959	0.36
TOTAL	127222	1.82

ANNEXURE TO ITEM NO. C "COMMITTEE MEETINGS" OF POINT IX "MEETINGS OF MEMBERS /CLASS OF MEMBERS /BOARD/COMMITTEES OF THE BOARD OF DIRECTORS"

SL. NO.	TYPE OF MEETING	DATE OF MEETING	TOTAL NUMBER OF MEMBERS AS ON THE DATE OF THE MEETING	ATTENDANCE	
				NUMBER OF MEMBERS ATTENDED	% OF ATTENDANCE
11	Committee of Directors	26/02/2020	3	2	66.67%
12	Investment Committee	29/04/2019	3	2	66.67%
13	Investment Committee	24/05/2019	3	2	66.67%
14	Investment Committee	09/07/2019	3	3	100%
15	Investment Committee	12/09/2019	3	2	66.67%
16	Investment Committee	05/11/2019	3	2	66.67%
17	Investment Committee	05/12/2019	3	2	66.67%
18	Investment Committee	11/02/2020	3	3	100%
19	Share Transfer Committee	11/04/2019	3	3	100%
20	Share Transfer Committee	25/07/2019	3	2	66.67%
21	Share Transfer Committee	05/11/2019	3	2	66.67%
22	Share Transfer Committee	15/01/2020	3	2	66.67%

CERTIFIED TO BE TRUE COPY

For Dhunseri Tea & Industries Ltd.

Maheshwari
Secretary



K.C. DHANUKA & CO

COMPANY SECRETARIES

419, CENTRE POINT
21 HEMANTA BASU SARANI,
KOLKATA 700 001
Mobile : 98300 53619,
E-mail : dhanuka419@yahoo.co.in

FORM - MGT-8

*(Pursuant to Section 92(2) of the Companies Act 2013 and Rule 11(2) of the Companies
(Management and Administration) Rules, 2014)*

We have examined the registers, records and books and papers of **Dhunseri Tea & Industries Ltd.** (the Company) having its Registered Office at Dhunseri House, 4A Wood Burn Park, Kolkata-700020, as required to be maintained under the Companies Act, 2013 (the Act) and the rules made thereunder for the financial year ended on 31st March, 2020. In our opinion and to the best of our information and according to the examination carried out by us and explanations furnished to us by the Company, its officers and agents, we certify that:

- A. The Annual Return states the facts as at the close of the aforesaid financial year correctly and adequately.
- B. During the aforesaid financial year the company has complied with provisions of the Act & Rules made thereunder, in respect of:
 1. Its status under the Act;
 2. Maintenance of registers / records & making entries therein within the time prescribed therefor;
 3. Filing of forms and returns as stated in the Annual Return with the Registrar of Companies and / or Central Government within / beyond the prescribed time. There was no instance of filing forms or returns with Regional Director, The Tribunal, Court or other Authorities.
 4. Calling / convening / holding meetings of Board of Directors, its Committees and the meetings of the Members of the company on due dates as stated in the Annual Return in respect of which meetings, proper Notices were given and the proceedings have been properly recorded in the Minute Books / Registers maintained for the purpose and the same have been signed. There was instance of Postal Ballot during the year. No resolution was pass through circulation during the year under review.





K.C. DHANUKA & CO

COMPANY SECRETARIES

419, CENTRE POINT
21 HEMANTA BASU SARANI,
KOLKATA 700 001
Mobile : 98300 53619,
E-mail : dhanuka419@yahoo.co.in

5. Closure of Register of Members.
6. Advances / loans to its directors and / or persons or firms or companies referred in Section 185 of the Act; However, there was no advance or loan falling under the purview of the said Section of the Act
7. Contracts / arrangements with related parties as specified in Section 188 of the Act;
8. Issue or allotment or transfer or transmission or buy back of securities / redemption of preference shares or debentures / alteration or reduction of share capital / conversion of shares / securities and issue of security certificates in all instances; However, there was no instance of allotment or buy back of securities / redemption of preference shares or debentures / alteration or reduction of share capital / conversion of shares / securities and issue of security certificates in all instances during the year under review.
9. Keeping in abeyance the rights to dividend, rights shares and bonus shares pending registration of transfer of shares in compliance with the provisions of the Act. However, there was no such instances during the year under review.
10. Declaration / payment of dividend; transfer of unpaid / unclaimed dividend / other amounts as applicable to the Investor Education and Protection Fund in accordance with the Companies Act, 2013.
11. Signing of audited financial statement as per the provisions of section 134 of the Act and Report of Directors is as per sub sections (3), (4) and (5) thereof;
12. Constitution / appointment / re-appointments / retirement / filling up casual vacancies/ disclosures of the Directors, Key Managerial Personnel and the remuneration paid to them.





K.C. DHANUKA & CO

COMPANY SECRETARIES

419, CENTRE POINT
21 HEMANTA BASU SARANI,
KOLKATA 700 001
Mobile : 98300 53619,
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13. Appointment / reappointment / filling up casual vacancies of auditors as per the provisions of Section 139 of the Act. There was no instance of filling of casual vacancy during year under the review.
14. Approvals required to be taken from the Central Government, Tribunal, Regional Director, Registrar, Court or such other authorities under the various provisions of the Act. However, there was no such instance of seeking any such approval by the Company.
15. Acceptance / renewal / repayment of deposits. However, there was no such instance during the year under review.
16. Borrowings from its directors, members, public financial institutions, banks and others and creation / modification / satisfaction of charges in that respect, wherever applicable;
17. Loans and investments or guarantees given or providing of securities to other bodies corporate or persons falling under the provisions of Section 186 of the Act;
18. Alteration of the provisions of the Memorandum and / or Articles of Association of the Company. However, there was no such instance during the year under review.

Place : Kolkata

Date : 21st November'2020



K. C. DHANUKA & CO.
Company Secretaries

K. C. Dhanuka
21/11/2020

K. C. DHANUKA
Proprietor
FCS-2204, CP-1247
UDIN: F002204B001275630

