GAUTAM EXIM LIMITED

Admin Office :
C7/57-59, GAUTAM EXIM HOUSE,
Next to 21st Century Hospital, N.H.No.8,
G.I.D.C., Vapi-396 195, Gujarat, INDIA.
Tel.: 91-260-2432998, 2430106,
Fax : 91-260-2431988

Mumbai Branch:
K.K. Chambers, Ground Floor, Room No. 2, P.T. Road,
Behind ICICI Bank, Fort, Mumbai-400 001. INDIA
Tel.: 91-22-2203 0080, 09322235961.
Email:mani@gautamexim.com
Web.:www.gautamexim.com

Dated : July 28, 2018

To,
Bombay Stock Exchange Limited
P.J. Towers,
Dalal Street,
Mumbai – 400 001 Maharashtra

Scrip Code – 540613

Sub. : Notice of 13th Annual General Meeting and Book Closure;

Dear Sir/Madam,

In respect of above captioned matter, we are enclosing herewith Notice of 13th Annual General Meeting and Book Closure.

Kindly acknowledge this and update in your records.

Thanking You,

Yours faithfully,

For GAUTAM EXIM LIMITED

S.B.Shah

GAUTAM EXIM LTD. GUJARAT

Silky Shah
Company Secretary & Compliance Officer
ACS No. 47492

Notice

NOTICE IS HEREBY GIVEN THAT THE 13TH ANNUAL GENERAL MEETING (AGM) OF THE MEMBERS OF GAUTAM EXIM LIMITED (THE COMPANY) WILL BE HELD ON WEDNESDAY THE 29TH DAY OF AUGUST, 2018 AT 11:00 A.M. AT **HOTEL ROYAL SHELTER**, GUNJAN CHOKDI, NATIONAL HIGHWAY NO. 8, VAPI, GUJARAT 396191 TO TRANSACT THE FOLLOWING BUSINESS:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Standalone Financial Statements of the Company for the Financial Year ended March 31, 2018 and the Reports of the Board of Directors and the Auditors thereon.

2. To declare final dividend on equity shares for the year ended 31st March, 2018.

3. To appoint Mrs. Nagalaxmi Balasubramanian (DIN: 00410495), who retires by rotation and being eligible offers herself for re-appointment:

4. To ratify the appointment of the statutory auditors of the Company, and to fix their remuneration and to pass the following resolution as ordinary resolution:

   "**RESOLVED THAT** pursuant to the provisions of Sections 139, 142 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or reenactment(s) thereof, for the time being in force), B. A. Desai & Associates, Chartered Accountants (Registration No. 113069W), be and is hereby re-appointed as Statutory Auditors of the Company for a term of 4 (four) consecutive years from the conclusion of this Annual General Meeting till the conclusion of the Seventeenth Annual General Meeting of the company to be held in the calendar year 2022, at such remuneration as shall be fixed by the Board of Directors of the Company."

SPECIAL BUSINESS:

5. To consider, and if thought fit, to pass with or without modification (s), the following as an Special Resolution:

   "**RESOLVED THAT** in accordance with the provisions of Section 152 and all other applicable provisions, if any, of the Companies Act, 2013 (the Act) and the Rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force), Mr. Pritesh Mahendra Shah (DIN-02165060), who was appointed as an Additional Director of the Company with effect from 18th May, 2018 pursuant to Section 161 of the Act and as per the Articles of Association of the Company and who holds offce upto the date of this Annual General Meeting, be and is hereby appointed as a Director of the Company, liable to retire by rotation.

   RESOLVED FURTHER THAT pursuant to the recommendation of the Nomination and Remuneration Committee, and approval of the Board and subject the provisions of Sections 196, 197 and 198 read with Schedule V and all other applicable provisions, if any, of the Act and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any statutory modifcation(s) or re-enactment thereof, for the time being in force) and subject to such sanctions, as may be necessary, approval of the members of the Company be and is hereby accorded for the appointment of Mr. Pritesh Mahendra Shah as Whole-time Director of the Company, for a period of 3 (Three) years with effect from 29th July, 2018 (Date of Notice of AGM), liable to retire by rotation on following terms and conditions;

   Salary:
   Salary Rs. 12,00,000 (Rupees Twelve Lacs) per annum with power to the Board to set the levels from time to time.

Designation as Whole time Director and period of appointment is 3 years;

Other conditions'

(i) in the event of inadequacy or absence of profits in any financial year during the tenure of the Whole Time Director, he will be entitled to the above remuneration (inclusive of allowances, perquisites and commission, if any) by way of minimum remuneration.

(ii) subject to superintendence, control and direction of the Board of Directors of the Company, he shall perform such duties and functions as would commensurate with his position as the Whole Time Director of the Company and as may be delegated to him from time to time.

(iii) he will be entitled to reimbursement of entertainment and all other expenses actually and properly incurred by him in the course of discharging official duties of the Company.

(iv) the Company or he shall be entitled to terminate this appointment by giving [30 days] notice in writing or such shorter notice as may be mutually agreed between him and the Company, or in lieu of notice, payment by the Company or by him to the Company, equivalent to two months' last drawn "remuneration.

RESOLVED FURTHER THAT the Board of Directors be and is hereby authorized to decide on all such other acts and steps as might be required for effecting and regularizing such appointment and remuneration."

6. To consider, and if thought fit, to pass with or without modification (s), the following as a Special Resolution:

"RESOLVED THAT in accordance with the provisions of Section 152 and all other applicable provisions, if any, of the Companies Act, 2013 (the Act) and the Rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force), Mr. Manishkumar Bansnarayan Ray (DIN-03512320), be and is hereby appointed as a Director of the Company, liable to retire by rotation.

RESOLVED FURTHER THAT pursuant to the recommendation of the Nomination and Remuneration Committee, and approval of the Board and subject the provisions of Sections 196, 197 and 198 read with Schedule V and all other applicable provisions, if any, of the Act and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force) and subject to such sanctions, as may be necessary, approval of the members of the Company be and is hereby accorded for the appointment of Mr. Manishkumar Bansnarayan Ray as Whole-time Director of the Company, for a period of 3 (Three) years with effect from 29th August, 2018, liable to retire by rotation on following terms and conditions;

Salary:
Salary Rs. 12,00,000 (Rupees Twelve Lacs) per annum with power to the Board to set the levels from time to time.

Designation as Whole time Director and period of appointment is 3 years;

Other conditions'

(i) in the event of inadequacy or absence of profits in any financial year during the tenure of the Whole Time Director, he will be entitled to the above remuneration (inclusive of allowances, perquisites and commission, if any) by way of minimum remuneration.

(ii) subject to superintendence, control and direction of the Board of Directors of the Company, he shall perform such duties and functions as would commensurate with his position as the Whole Time Director of the Company and as may be delegated to him from time to time.

(iii) he will be entitled to reimbursement of entertainment and all other expenses actually and properly incurred by him in the course of discharging official duties of the Company.

(iv) the Company or he shall be entitled to terminate this appointment by giving [30 days] notice in writing or such shorter notice as may be mutually agreed between him and the Company, or in lieu of notice, payment by the Company or by him to the Company, equivalent to two months' last drawn "remuneration.

RESOLVED FURTHER THAT the Board of Directors be and is hereby authorized to decide on all such other acts and steps as might be required for effecting and regularizing such appointment and remuneration."

7. To consider, and if thought fit, to pass with or without modification(s), the following as a Special Resolution:

"RESOLVED THAT pursuant to the provisions of Section 188 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Meetings of Board and its Powers) Rules, 2014 and the provisions of Regulation 23 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and subject to such other approvals, consents, sanctions and permissions of any authorities as may be necessary, consent of the Company be and is hereby accorded to the Audit Committee and the Board of Directors of the Company (hereinafter referred to as the "Board"), to authorise the Management of the Company to carry out transaction(s) in the Company's ordinary course of business for the purchase/sale of waste paper / Pulp and finished paper from/to SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED from time to time at a price to be agreed between the Company and SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED on the existing terms and conditions entered into between the Company and SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED and mentioned in the explanatory statement annexed hereto.

RESOLVED FURTHER THAT the Board, Audit Committee and the Management of the Company be and is hereby authorised as may be appropriate or relevant to implement and to give effect to this resolution, to take all steps whatsoever and to do all such acts, deeds, matters and things as each of them may consider necessary, relevant, usual, customary, proper and/or expedient for giving effect to this resolution including finalizing the ancillary and incidental terms in relation to each transaction and to sign deeds, applications, documents and writings in relation thereto."

By order of the Board
For Gautam Exim Limited

Balasubramanian Raman
Managing Director
Din : 00410443

Date: 28/07/2018
Place: Vapi

Registered Office:
C7/57 59, MIRGASIR COMPLEX, OPP ADVANCE COMPLEX, N H NO 8, GIDC, VAPI 396195 GUJARAT

IMPORTANT NOTES:

(1) **EXPLANATORY STATEMENT:** The relative Explanatory Statement pursuant to section 102 of Companies Act 2013, in respect of business under item Nos. 5 to 7 of the notice annexed hereto.

(2) **PROXY**: A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING MAY APPOINT A PROXY TO ATTEND AND, ONPOLL, TO VOTE INSTEAD OF HIMSELF/HERSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE INSTRUMENT APPOINTING THE PROXY IN ORDER TO BE EFFECTIVE, MUST BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE THECOMMENCEMENT OF THE MEETING. A PERSON CAN ACT AS PROXY ON BEHALF OF MEMBERS NOT EXCEEDING 50 (FIFTY) AND HOLDING IN AGGREGATE NOT MORE THAN 10 (TEN) PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY

(3) **ATTENDANCE SLIP & ANNUAL RETURN:** Members / proxies / authorized representatives should bring their copy of the Annual Reports and Financial Statements along with their Attendance Slip attached herewith duly filled and signed in accordance with specimen signatures registered with the company to attend the meeting.

Members who hold shares in dematerialized form are requested to bring their attendance slips duly completed and signed mentioning therein details of their DP ID and Client ID/ Folio No.

(4) **AUTHORISED REPRESENTATIVE**: Corporate members intending to send their authorized representatives to attend the meeting pursuant to Section 113 of the Companies Act, 2013 are requested to send to the company, a certified copy of the relevant Board Resolution together with their respective specimen signatures authorizing their representative(s) to attend and vote on their behalf at the Meeting.

(5) **CLOSURE OF BOOKS**: Register of Members and the Share Transfer Books of the Company will remain closed from Wednesday, the 22nd August, 2018 to Wednesday the 29th August, 2018 (both days inclusive).

(6) **NRI SHAREHOLDER** : The non-resident Indian shareholders are requested to inform the company immediately about:

1. The change in the residential status on return to India for Permanent settlement.
2. The particulars of NRO bank account in India if not furnished Earlier.

(7) **NOMINATION:** Members are entitled to make nomination in respect of the shares held by them in physical form. Members desirous of making nominations may send their request in Form SH.13 in duplicate to the Registrars and Share Transfer Agents (RTA) of the Company. Members may obtain a blank Form SH.13 upon request to the Company or its RTA.

(8) The Company has made necessary arrangements for the members to hold their shares in dematerialised form. Members are also entitled to make nomination in respect of the shares held by them in dematerialised form with their respective DPs. Those members who are holding shares in physical form are requested to dematerialise their shares by approaching any of the registered DPs. In case any member wishes to dematerialize his/her/its shares and needs any assistance, he/ she/ it may write to the Company Secretary at the Registered Office of the Company.

(9) **UPDATION OF MEMBERS' DETAILS:** The Format of the Register of Members prescribed by the Ministry of Corporate Affairs under the Companies Act, 2013 requires the Company/Registrars and Transfer Agents to record additional details of Members, including their Permanent Account Number details ("PAN"), email address, bank details for payment of dividend, etc. Further, the Securities and Exchange Board of India ("SEBI") has mandated the submission of PAN by every participant in the securities market.

A form for capturing the above details is appended to this Notice. Members holding shares in physical form are requested to submit the filled in form to the Company or its Registrars and Transfer Agents. Members holding shares in electronic form are requested to submit the details to their respective Depository Participant or contact our Registrar and Transfer Agent i.e. Big Share Services Private Limited.

(10) **REGULATION 36:** Additional Information, pursuant to Regulation 36 of the SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, in respect of the directors seeking appointment/ re-appointment at the Annual General Meeting, is furnished as annexure to the Notice. The directors have furnished consent /declaration for their appointment/ reappointment as required under the Companies Act, 2013 and the rules there under.

(11) **DISPATCH OF ANNUAL REPORT:** Pursuant to the provisions of Sections 101 and 136 of the Act read with the Companies (Accounts) Rules, 2014 Annual Report for the Financial Year 2017-18, the notice of the 13th Annual General Meeting along with Attendance Slip and Proxy form, are being sent by electronic mode to all the members whose email addresses are registered with the Company/ Depository Participant(s) unless a member has requested for a physical copy of the document. For members who have not registered their email addresses, physical copies of the Documents are being sent by the permitted mode.

(12) **INTIMATION OF CHANGE IN THE DETAILS:** Members holding shares in electronic form are requested to intimate immediately any change in their address or bank mandates to their Depository Participants with whom they are maintaining their Demat accounts. Members holding shares in physical form are requested to advise any change in their address or bank mandates immediately to the Company or contact our Registrar and Transfer Agent i.e. Big Share Services Private Limited (Mumbai). Members are encouraged to utilize the Electronic Clearing System (ECS) for receiving dividends (If any).

(13) **COMPLIANCE UNDER REGULATION 136(1):** The Annual Report of the Company will be available on the Company's website, http://www.gautamexim.com and on the website of respective Stock Exchange where the equity shares of the Company are listed, www.bsesme.com. As per Section 136(1), the physical copies of the aforesaid documents will also be available at the Company's registered office for inspection during normal business hours on working days. Members who require communication in physical form in addition to e-communication, or have any other queries, may write to us at cs@gautamexim.com.

(14) **REGISTERS**: The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 and the Register of Contracts or Arrangements in which Directors are interested, maintained under Section 189 of the Companies Act, 2013, will be available for inspection by the members at the Annual General Meeting.

(15) **JOINT-HOLDER:** In case of Joint holder's attending the meeting, the Joint-holder's who is higher in the order will be entitled to vote at the meeting.

(16) **ROUTE MAP:** A route map showing direction to reach the venue of the meeting is given at the end of this Notice.

(17) **REMOTE E-VOTING:** E-Voting is not applicable on the companies who has less than 1000 shareholders and listed there securities on the SME platform as per the amendment in the Rule 20 of the companies Rules 2014.

(18) A person who is not a member as on cut-off date should treat this Notice for information purpose only.

(19) **VOTING PROCEDURE;**

I. The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting will be able to exercise their right at the meeting through ballot paper (Annexure-6).

II. Mr. Vishal Dewang, Company Secretary in Practice, Surat has been appointed as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting process in a fair and transparent manner.

III. The Chairman shall, at the end of discussion on the resolutions in AGM on which voting is to be held, allow voting with the assistance of Scrutinizer, by use of "Ballot Paper" for all those members who are present at the AGM.

IV. The Results declared alongwith the report of the Scrutinizer shall be placed on the website of the Company www.gautamexim.com 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 Stock Exchange where the shares of the Company is listed.

(20) All documents referred to in the accompanying Notice and the Explanatory Statement shall be open for inspection at the Registered Office of the Company between 10.30 a.m. to 12.30 p.m. on all working days, up to and including the date of the Annual General Meeting of the Company.

REQUEST TO MEMBERS:

Members are requested to send their question(s), if any, relating to the financial statements, shareholding, etc., to the Company Secretary/Chief Financial Officer at the Registered Office of the Company, on or before Friday, August 24, 2018, so that the answers/details can be kept ready at the AGM.

By order of the Board
For Gautam Exim Limited

GAUTAM EXIM LTD. GUJARAT

Balasubramanian Raman
Managing Director
Din : 00410443

Date: 28/07/2018
Place: Vapi

Registered Office:
C7/57 59, MIRGASIR COMPLEX, OPP ADVANCE COMPLEX, N H NO 8, GIDC, VAPI 396195 GUJARAT

Annexure to Notice

EXPLANATORY STATEMENT TO BE ANNEXED TO THE NOTICE PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013 (HEREINAFTER CALLED "THE ACT")

Item No. 5

The Company has received notice in writing from member of the company pursuant to Section 160 of the Companies Act, 2013 proposing a candidature for appointment of Mr. Pritesh Mahendra Shah (DIN: 02165060) as Executive Director (Promoter Category). Pursuant to Sections 149, 152, Schedule IV of the Companies Act, 2013 read with Companies (Appointment and Qualification of Directors) Rules, 2014, it is proposed to appoint Mr. Pritesh Mahendra Shah (DIN: 02165060) as Director of the Company.

The Board of Directors at its meeting held on 18/05/2018 has appointed Mr. Pritesh Mahedra Shah as an Additional Director under Promoter category on the Board of Directors of the Company. He is a Bachelor of Business Administration (B.B.A.) and possesses wide entrepreneurial skills, experience and expertise in his field.

The Board believes that the association of Mr. Pritesh Mahendra Shah as Director of the Company shall be beneficial to the progress of the Company and hence, the Board recommends his appointment as Director as set out in Item No. 5 for approval of the shareholders at the ensuing Annual General Meeting.

It is also proposed to appoint Mr. Pritesh Mahendra Shah as a Whole Time Director, and Executive Director, for a period of three years with effect from 28th July, 2018. Mr. Pritesh Mahendra Shah fulfils all the conditions prescribed in Part I of Schedule V of the Companies Act, 2013. Mr. Pritesh Mahendra Shah, will be paid salary and perquisites in each financial year during the currency of his tenure of appointment based on his performance evaluation by the Nomination and Remuneration Committee to the Board of Directors, which shall not exceed the overall ceiling of the total managerial remuneration of 5% of the net profits as provided under the provisions of section 197 of the Companies Act, 2013 or such other limits as may be prescribed from time to time.

The disclosure under Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, is provided as a part of this Notice.

None of the Directors, Key Managerial Personnel and their relatives, except Mr. Pritesh Mahendra Shah and his relatives, are in any way, concerned or interested in the said resolution.

Item No. 6

The Company has received notice in writing from member of the company pursuant to Section 160 of the Companies Act, 2013 proposing a candidature for appointment of Mr. Manishkumar Bansnarayan Ray (DIN: 03512320) as Executive Director (Promoter Category). Pursuant to Sections 149, 152, Schedule IV of the Companies Act, 2013 read with Companies (Appointment and Qualification of Directors) Rules, 2014, it is proposed to appoint Mr. Manishkumar Bansnarayan Ray (DIN: 03512320) as Director of the Company.

Mr. Manishkumar Bansnarayan Ray aged 36 years has graduated with Bachelor of Commerce, with experience in trading of waste paper and all grades of finished papers since more than 10 years,

The Board of Directors on recommendation of the Nomination and Remuneration Committee [NRC] at its meeting held on July 21st July, 2018 had recommend the appointment of Mr. Manishkumar Bansnarayan Ray as a Whole time director.

It is also proposed to appoint Mr. Manishkumar Bansnarayan Ray as a Whole Time Director, and Executive Director, for a period of three years with effect from August 29, 2018. Mr. Manishkumar Bansnarayan Ray fulfils all the conditions prescribed in Part I of Schedule V of the Companies Act, 2013. Mr. Manishkumar Bansnarayan Ray, will be paid salary and perquisites in each financial year during the currency of his tenure of appointment based on his performance evaluation by the Nomination and Remuneration Committee to the Board of Directors, which shall not exceed the overall ceiling of the total

managerial remuneration of 5% of the net profits as provided under the provisions of section 197 of the Companies Act, 2013 or such other limits as may be prescribed from time to time.

The disclosure under Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, is provided as a part of this Notice.

None of the Directors, Key Managerial Personnel and their relatives, except Mr. Manishkumar Bansnarayan Ray and his relatives, are in any way, concerned or interested in the said resolution.

Item No. 7

The Company in its ordinary course of business and/or on arm's length basis sources waste paper, pulp, chemicals and other industrial raw materials from different countries abroad and sales to local paper mills/industries.

The Company also purchases the finished paper form the paper mills for further sales to packaging Industry, news paper and other printers in India and abroad.

The goods are purchased against order from its customer from time to time.

The Company has entered into transaction of purchases / sales with SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED fall under the category of a related party of the Company in terms of regulation 23 of the SEBI LODR regulations 2015

The Company envisages that the transaction(s) entered into with SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED whether individually and/or in aggregate would exceed the stipulated threshold of ten percent. The Company therefore requires approval of the shareholders through a special resolution for entering into contract(s)/ arrangement (s)/ transaction(s) with SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED upto a maximum amount as mentioned in the respective resolutions from the financial year 2018-19 and onward.

All related parties shall abstain from voting on these resolutions.

The relevant information is as follows :-

1	Name of related parties	SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED
2	Name of Director or KMP who is related	Mr. Pritesh Mahedra Shah who is the Son of Mr. Mahendra Shah, Director of SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED
3	Nature of relationship	Son of Mr. Mahendra Shah, who is Director of SHAH PAPER MILLS LIMITED and SHAH PULP AND PAPER MILLS LIMITED
4	Monetary value	Up to 600 Crore
5	Nature, material terms and particulars of arrangement	Purchase of material by the Company from and the sale of Company's product(s) to these companies are dependent on the requirement of the Company for its trading from time to time and ability of supply of specified material by these companies. However, such transactions would at all times be on arm's lengths basis and in the ordinary course of the Company's business.
6	Any advance paid or received for the arrangement, If any.	As per industry norms, custom and uses.

Shri Mahendrabhai Shah and his relatives who directly hold in aggregate 33,000 equity shares of the Company are concerned or interested in the special resolutions at Item No. 7. Mr. Pritesh Mahendra Shah, Director of the Company and being son of Shri Mahendrabha Shah may also be deemed to be interested or concerned in the special resolutions.

By order of the Board
For Gautam Exim Limited

GAUTAM EXIM LTD. GUJARAT

Balasubramanian Raman
Managing Director
Din : 00410443

Date: 28/07/2018
Place: Vapi

Registered Office:
C7/57 59, MIRGASIR COMPLEX, OPP ADVANCE COMPLEX, N H NO 8, GIDC, VAPI 396195 GUJARAT

Annexure to Notice

ADDITIONAL INFORMATION (AS ON MARCH 31, 2018) OF DIRECTOR SEEKING APPOINTMENT / RE-APPOINTMENT AT THE 13TH ANNUAL GENERAL MEETING PURSUANT TO REGULATIONS 26(4) AND 36(3) OF THE SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 AND SECRETARIAL STANDARD ON GENERAL MEETINGS

Name of Director	Mrs. Nagalaxmi Balasubramanian
Date of Birth	March 15, 1954
Date of Appointment	August 05, 2005
Qualifications	Bachelor of Science and Bachelor of Education
Expertise in specific function area	Overall management of the Company
Brief Profile	Mrs. Nagalaxmi Balasubramanian has been on the board of the company since incorporation of the company and has been serving as the Director on the board since 2005. She possesses valuable experience in managing the issues faced by large and complex corporations. She has significant experience in administration and operations. Mrs. Nagalaxmi Balasubramanian was paid remuneration by the company to discharge her duties.
Directorship held in other listed companies excluding foreign companies	None
Member of Committees in other listed Companies	None
Shareholding in the company	Mrs. Nagalaxmi Balasubramanian holds 109975/- shares in the company.
Relationship with other Directors and Key Managerial Personnel	Mrs. Nagalaxmi Balasubramanian is the Wife of Mr. Balasubramanian Raman, Managing Director of the company.
No. of Meetings attended during the Financial Year	Mrs. Nagalaxmi Balasubramanian attended 7 meetings out of 7 of the Board of Directors meetings held by the Company.
Terms and Conditions of appointment	To enable compliance by the Company with the provisions of Section 152 of the Companies Act, 2013, Mrs. Nagalaxmi Balasubramanian is being made liable to retire by rotation

Name of Director	Mr. Pritesh Mahendra Shah
Date of Birth	October 30, 1986
Date of Appointment	May 18, 2018
Qualifications	Bachelor of Business Administration
Expertise in specific function area	Management, Marketing etc.
Brief Profile	Mr. Pritesh Mahendra Shah has been on the board of the company since 18th May, 2018 of the company. He possesses valuable experience in paper industry. He has significant experience in marketing, manufacturing and operations. Mr. Pritesh Mahendra Shah was paid remuneration by the company to discharge his duties.
Directorship held in other listed companies excluding foreign companies	None
Member of Committees in other listed Companies	None
Shareholding in the company	Mr. Pritesh Mahendra Shah holds 33000/- shares in the company as on 31st March, 2018.

Relationship with other Directors and Key Managerial Personnel	None
No. of Meetings attended during the Financial Year	N.A
Terms and Conditions of appointment	He was appointed as Additional Director of the Company, he will be liable to retire by rotation and he will get the remuneration for his office. Other terms and conditions will be applicable as mentioned in the appointment letter.

Name of Director	Mr. Manishkumar Bansnarayan Ray (DIN-03512320)
Date of Birth	20th May, 1983
Date of Appointment	-
Qualifications	Bachelor of Commerce
Expertise in specific function area	Experience in procurement of waste paper, marketing of various grades of finished paper.
Brief Profile	Mr. Manishkumar Bansnarayan Ray possesses valuable experience in procurement of waste paper, marketing of various grades of finished paper.
Directorship held in other listed companies excluding foreign companies	None
Member of Committees in other listed Companies	None
Shareholding in the company	Nil
Relationship with other Directors and Key Managerial Personnel	None
No. of Meetings attended during the Financial Year	N.A
Terms and Conditions of appointment	He will be appointed as Director of the Company, he will be liable to retire by rotation and he will get the remuneration for his office. Other term and conditions will be applicable under mention the appointment letter.