

Gist of Proceedings of 29th Annual General Meeting of the Unick Fix-a-form & Printers Limited

1. Date, Day, Time and Venue of the Meeting:

The 29th Annual General Meeting (AGM) of the Company was held on Thursday, September 30th 2021 and the meeting commenced at 04:00 P.M. through Video Conferencing or Other Audio Video Means (OAVM) for which purposes the registered office of the company situated at Block No. 472, Tajpur Road, Changodar, Tal. Sanand, Dist. Ahmedabad. GJ 382213 shall be deemed as the venue for the meeting and concluded at 05:05 P.M.

2. Proceedings in Brief

Mr. Heman Navnit Vasa, Chairman of the Company occupied the Chair for the Meeting. The requisite quorum being present, the Chairman called the meeting in order. The Chairman informed the Members that the meeting is being held through video conferencing in accordance with the circulars and guidelines issued by Ministry of Corporate Affairs, Government of India and Securities and Exchange Board of India.

The Chairman of Audit Committee Mr. Purushottam Jagannath Bhide who is independent director was also present at the meeting to respond to the Queries related to Books of Accounts, etc.

Total no. of Members on the Cut-off date 22nd September, 2021 was 1663 Members, as per the requirement of the Companies Act, 2013, in order to have a valid quorum at least 15 members are required to be present out of them total 20 Members attended through video conferencing.

Mr. Heman Navnit Vasa extended a warm welcome to all the shareholders, auditors and other invitees joining over video conferencing.

He then informed as under:

- pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules 2014 and Regulation 44 of SEBI (LODR) Regulations, 2015, the Company had provided the remote e voting facility through the platform of CDSL to the members of the Company to vote on the resolutions in respect of the business to be transacted at the AGM. The facility to cast e-vote as also made available during the AGM.
- Mr. Bhupen Navnit Vasa, Managing Director, Mr. Priyank Hemen Vasa, Whole-time Director, Mr. Mukesh Ramanlal Patel, CFO and Ms. Astha Pandey Company Secretary have also joined the meeting through video conferencing.



- The Directors present were requested to introduce themselves.
- Mr. Mitt Patel, GMCA & Co., Statutory Auditor of the company has also joined the meeting through video conferencing.
- Since this AGM is being held electronically, physical attendance of the Members has been dispensed with and also the requirement of appointing proxy is not applicable.
- Electronic copies of the Annual Report for financial year 2020-21 have been sent to all the members who's E-mail Ids were registered with the Company or Depository Participant(s). Accordingly, the notice of the AGM and statutory auditor's report, Secretarial Auditor's report and its Annexure, there was no qualification or adverse remarks, were taken as read. It was also informed that the original documents including the Register of Director's Shareholding, Register of Contracts, copies of audited financial statements, etc., were available for inspection. However, the Company has not received any request from any shareholder for inspection.
- Further, there were certain members who have registered themselves for asking their queries and clarification related to working of the company which was answered by the Chairman of the Company.

He also briefed the Members on the performance of the Company and related matters thereto.

Mr Heman Navnit Vasa has discussed about the performance of the Company and new setup of the plant during the year.

The Company Secretary then informed the members that:

- The Company has appointed CS Vishakha Agrawal Proprietor of Vishakha Agrawal & Associates, (CP No. 15088, Membership No. 39298) Practicing Company Secretary as scrutinizer to scrutinize the remote e-voting prior and during the AGM in a fair and transparent manner.
- As per provision of Companies Act, 2013 and SEBI (LODR), Regulation 2015. The Company has provided to the members the facility to casts their vote through Remote e-voting and e-voting on the day of AGM. The electronic voting was commenced on 27th September, 2021 at 09:00 a.m. and end on 29th September, 2021 at 05:00 p.m. and e-voting was also conducted in the AGM.
- Results of e-voting will be intimated to BSE separately upon receipt of Report from the Scrutinizer within 48 hours from the conclusion of the Annual General Meeting.
- The business to be transacted at the Meeting as per notice dated 31st July, 2021 convening the 29th Annual General Meeting of the Company, the following businesses were transacted at the Meeting:

Ordinary Business

1. Consideration and adoption of Financial Statement of the Company for the financial year ended 31st March, 2021 and Reports of the Board of Directors and Auditors thereon;



2. Re-appointment of Mr. Hemen Navnit Vasa (DIN 00150717), a Director retiring by rotation;
3. Re-appointment of M/s G.M.C.A & Co. Chartered Accountants (Firm Registration No. 109850W), as Statutory Auditors of the Company to hold office from the conclusion of this Annual General Meeting (AGM) till the conclusion of the Thirty Fourth AGM

Special Business

4. Approval for the Appointment of Mr. Bhupen Navnit Vasa as Managing Director of the Company who has already attained the age of 70 years for a period of three years w.e.f. October 01, 2021;
5. Authorisation under Section 180(1) (A) the Company in respect of such borrowing up to an amount of Rs. 100 Crores;
6. Borrowing Power under Section 180(1) (C) the Company in respect of such borrowing up to an amount of Rs. 100 Crores;

Thereafter the Chairman informed all the members of the Company that the results of the E-Voting conducted prior and during the AGM along with the report of the scrutinizer will be announced within 48 hours from the conclusion of the AGM and the results of the voting shall be declared by the Chairman upon receipt of the Scrutinizers Report and the same shall be placed at website of the Company at www.unickfix-a-form.com and BSE website.


The recorded transcript of the forthcoming AGM shall also be made available on the website of the Company - www.unickfix-a-form.com as soon as possible after the Meeting is over.

Being no other business, the Chairman thanks to all the members and Board members and invitees for participating in the meeting and declared that the meeting is concluded at 05:05 p.m.

Manner of Approval

- The Company had provided remote e-voting and e-voting on the of AGM to its members to cast votes electronically, for all the items set out in the notice.
- All the resolutions set out in the Notice calling Annual General Meeting were passed with the requisite majority and are deemed to be passed on the date of the Annual General Meeting i.e. September 30th 2021.

For Unick Fix-a-form & Printers Limited


Astha Pandey
Company Secretary



UNICK FIX-A-FORM & PRINTERS LTD.

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