

## SRIVATSA ENCIVIL PRIVATE LIMITED

**Regd. Office:** "Suyog Navkaar", CTS No. 36/1, 37/1, 38, F.P. No. 394 395A, Gultekadi, Pune- 411037; **CIN:** U45209PN2021PTC204476; **Email Id:** accounts@suyoggroup.com; **Contact No:** 9372150025

### NOTICE CALLING BOARD MEETING

Notice is hereby given that Board Meeting No.7/2022-23 of the Board of Directors of the Company will be held as detailed below:

Meeting Number	7
Day and Date	Monday, 13/02/2023
Venue	"Suyog Navkaar", CTS No. 36/1, 37/1, 38, F.P. No. 394 395 A, Gultekadi Pune-411037
Time	11:30 AM

Agenda of the meeting and draft of resolutions proposed to be presented for approval of the Board are enclosed for your perusal.

The Directors have an option to attend the meeting either in person or by way of Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM"). The mode of participation may please be confirmed to Mrs. Rinku Makhijani – Authorised Person of the Company, (Mobile No. 9921900025 & Email I.D. [cfo@suyoggroup.com](mailto:cfo@suyoggroup.com)).

'As per Rule No. 3 of 'The Companies (Meetings of Board and its Powers) Rules, 2014, in the absence of your confirmation, it shall be assumed that you will be attending the Board Meeting in person and not through VC / OAVM.'

You are requested to make it convenient to attend the meeting. Please submit leave of absence in case you are not in a position to attend the meeting.

Please acknowledge receipt of this notice.

**For & on behalf of the Board of Directors of  
Srivatsa Encivil Private Limited**

  
**Nilesch Bharat Shah**  
**DIN: 00004946**  
**Director**

Plot No. 23, S. No. 12,  
Diya Bungalow, Sujay Garden,  
Mukundnagar Pune 411037  
**Email Id:** nbs@suyoggroup.com



Date: 06/02/2023

Place: Pune

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### **NOTES:**

1. The Company has made arrangements for conducting the meeting through Electronic Mode i.e., Video Conference (VC) or any Other Audio-Visual Means (OAVM). The Directors have option to participate the meeting through Electronic Mode i.e. VC or OAVM. Accordingly, the guidelines (including instructions, links, and meeting ID etc.) regarding joining/participating the Board Meeting through Electronic Mode will be provided separately in due course.
2. In case, leave of absence is to be sought, the same may be informed to Authorised Person.
3. The participants may communicate/send their correspondence, if any, to the Company through electronic mode i.e. by e-mail. The Contact No. and E-mail ID for communication / intimations / clarifications etc. are as under:

<b>Name &amp; Designation</b>	<b>Contact No.</b>	<b>E-mail ID</b>
Mrs. Rinku Makhijani Authorised Person	9921900025	<a href="mailto:cfo@suyoggroup.com">cfo@suyoggroup.com</a>

4. Procedure/instructions regarding participating the meeting through Electronic Mode i.e., VC or OAVM:
  - (i) Roll Call by Chairman – The Chairman will take a Roll Call by calling out name of Directors one by one. Thereafter, each Director shall state the following:
    - (a) her/his name;
    - (b) location from where he is participating (i.e., Area, City and Country);
    - (c) that she/he has received the agenda and all the relevant material for the meeting; and
    - (d) that no one other than her/him is attending or having access to the proceedings of the meeting at her/his location.
  - (ii) All participants must ensure that no one other than her/him is attending or having access to the proceedings of the meeting at his location.
  - (iii) If any participant wishes to talk/speak on any item of Agenda, she/he shall first identify herself/himself by stating her/his name.
  - (iv) If any participant is unable to hear and see the other participants clearly during the course of the meeting, she/he should immediately inform the same to the Chairman or Chief Financial Officer, so that the issue can be resolved.



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### **Agenda of Board Meeting scheduled to be held on Monday, 13<sup>th</sup> February 2023**

<b>Agenda No.</b>	<b>Contents</b>
1.	To Elect the Chairperson;
2.	To grant leave of absence, if any;
3.	To ascertain the quorum;
4.	To take noting of minutes of previous Board Meeting;
5.	To approve the quarterly financial statements for the quarter ended 31 <sup>st</sup> December 2022;
6.	To review the Compliance Status for the quarter ended 31 <sup>st</sup> December 2022;
7.	To Discuss on Creation of Debenture Redemption Reserve (DRR);
8.	To Review Performance of the Company;
9.	To discuss any other matter with the permission of the Chairman and with the consent of a majority of the Directors present in the meeting.

**For & on behalf of the Board of Directors of  
Srivatsa Encivil Private Limited**



**Nilesh Bharat Shah**  
**DIN: 00004946**  
**Director**

Plot No. 23, S. No. 12,  
Diya Bunglow, Sujay Garden,  
Mukundnagar, Pune 411037  
**Email Id:** nbs@suyoggroup.com



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## **Detailed Notes to Agenda of Board Meeting scheduled to be held on (Monday, 13<sup>th</sup> February 2023) along with proposed resolution to be passed at the meeting**

### **1. TO ELECT THE CHAIRPERSON**

The Directors present at the meeting shall appoint the Chairperson amongst themselves to conduct the proceedings of the meeting.

### **2. TO GRANT LEAVE OF ABSENCE, IF ANY**

If request is received from any of the Directors of the Company for granting of leave of absence, then the same to be approved by the Chairman and all other Directors, being present in the Board Meeting.

### **3. TO ASCERTAIN THE QUORUM**

After the election of the Chairperson, the Board shall ascertain the quorum as required under Section 174 of the Companies Act, 2013 and if the quorum is sufficient then the meeting shall be convened accordingly.

### **4. TO TAKE NOTING OF MINUTES OF PREVIOUS BOARD MEETING**

The confirmation of minutes of previous meeting held, the minutes of which have already been reviewed & approved by all of the Directors of the Company. The signed minutes will be tabled before the Board for confirmation.

### **5. TO APPROVE THE QUARTERLY FINANCIAL STATEMENTS FOR THE QUARTER ENDED 31<sup>ST</sup> DECEMBER 2022**

The quarterly financial results for the 3<sup>rd</sup> quarter ended as on 31<sup>st</sup> December 2022 shall be placed before the Board for their approval and submission with the Stock Exchange pursuant to provisions of Regulation 52(1) of SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015. The Board shall review the same and if thought fit may pass the following resolution in this regard:

#### **DRAFT RESOLUTION:**

**"RESOLVED THAT** pursuant to Regulation 52(1) of SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015 and as per the applicable by-laws of the Stock Exchanges where the securities of the Company is listed, the financial results of the Company for the quarter ended 31<sup>st</sup> December 2022 as per the statement placed before the meeting accompanied by a certificate from the Director of the Company together with the limited review report given by the Auditors of the Company be and are hereby approved and that the same be signed by Mr. Kalpesh Bharat Shah, Director and Mr. Nilesh Bharat Shah, Director and be submitted to the Stock Exchanges and released for publication in newspapers."



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### **6. TO REVIEW THE COMPLIANCE STATUS**

The periodical status report on the compliance of the various statutory legislation shall be placed before the Board for its consideration. The Board members shall review the same and if thought fit may pass the following resolution in this regard:

#### **DRAFT RESOLUTION:**

**"RESOLVED THAT** the Compliance status report on the statutory compliance presented by Mr. Kalpesh Bharat Shah, Director of the Company be and is hereby taken on record."

### **7. TO DISCUSS ON CREATION OF DEBENTURE REDEMPTION RESERVE (DRR)**

The Company has issued Non-Convertible Debentures (NCD) by way of Private Placement. Further, as per applicable provisions of the Companies Act 2013 & rules thereunder, it is mandate to create Debenture Redemption Reserve (DRR) Account. The Board is requested to deliberate on the said matter.

### **8. TO REVIEW PERFORMANCE OF THE COMPANY**

Board to review Company's working performance over the period that starts from the date of last Board meeting till this meeting and to discuss and finalize future business plans and policies.

### **9. TO DISCUSS ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIRMAN AND WITH THE CONSENT OF A MAJORITY OF THE DIRECTORS PRESENT IN THE MEETING**

Board may discuss any other matter with the permission of the chairperson of the meeting and with the consent of the majority of the directors present in the meeting.

**For & on behalf of  
Srivatsa Encivil Private Limited**

**Nileshe Bharat Shah**

**DIN: 00004946**

**Director**

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Date: 06/02/2023

Place: Pune