

P.G.& W. SAWOO PRIVATE LIMITED  
CIN: U51491WB1963PTC009328  
Registered Office: 28A, Galiff Street, Kolkata-700004.

NOTICE OF EIGHTY SECOND ANNUAL GENERAL MEETING

Notice is hereby given that the Eighty Second Annual General Meeting of P G & W Sawoo Private Limited will be held at the registered office of the Company at 28A, Galiff Street, Kolkata 700 004 on Monday, September 21, 2020 at 2.30 p.m. to transact the following:

AS ORDINARY BUSINESS

1. To receive, consider and adopt the audited Profit and Loss Account for the period ended March 31, 2020, the Balance Sheet as at that date, the Directors' Report relating thereto and the Auditors' Report thereon.
2. To declare a final dividend of Rs 2000 per equity share.
3. In terms of Article 76 of Article of Association of the Company, the Directors shall vacate office every year on the election of Directors at the Annual General Meeting. As such to appoint all Directors one third from Ballav Family, one third from Sawoo Family and one third from Gaine Family in place of all Directors vacating office and to fix their remuneration.
4. To re-appoint M/S. L.B.Jha & Co., Chartered Accountants, as the Statutory Auditors of the Company to continue to hold office for a period of five years from the conclusion of the 82<sup>nd</sup> Annual General Meeting to the conclusion of the 87<sup>th</sup> Annual General Meeting. In this regard, and if thought fit, to pass with or without modification(s), the following resolution as an Ordinary Resolution:

"Resolved that pursuant to the provisions of Section 139 and all other applicable provisions of the Companies Act, 2013, read with Rule 3 (7) of the Companies (Audit and Auditors) Rules, 2014, (Including any statutory modification(s) or re-enactment for the time being in force), the Company hereby re-appoint M/S. L.B.Jha & Co., Chartered Accountants, as the Statutory Auditors of the Company to hold office for a period of five years from the conclusion of the 82<sup>nd</sup> Annual General Meeting to the conclusion of the 87<sup>th</sup> Annual General Meeting at a fees that shall be Determined by the Board of Directors upon discussion with the Statutory Auditors."

AS SPECIAL BUSINESS

5. To re-appoint Sri Ajoy Kumar Gaine as the Managing Director of the Company for a period of 1 year, that is, from the conclusion of this Annual General Meeting until the conclusion of the next Annual General Meeting and to fix his remuneration upon re-appointment. In this regard, to consider and if thought fit to pass with or without modification(s) the following resolutions as Special Resolutions:

"RESOLVED that pursuant to provisions of Section 196 and other applicable provisions of the Companies Act 2013 (as amended or re-enacted from time to time) (hereinafter referred to as Act) the consent of the shareholders be, and is hereby, accorded to appoint Sri Ajoy Kumar Gaine, who has crossed the age of 70 (seventy) years, to act as one of the Managing Directors of the Company for a period of 1 year, that is, till the conclusion of the next Annual General Meeting and to pay such remuneration as may be decided by the Board at its meeting.

"FURTHER resolved that all Directors of the Company be, and are hereby, severally authorized to sign and file necessary e-Forms with the Registrar of Companies, West Bengal relating to the said appointment.

Date: 25<sup>th</sup> August, 2020

Place: Kolkata

By order of the Board  
P G & W Sawoo Private Limited  
*ASOKE SAWOO*  
Asoke Sawoo  
Managing Director  
DIN 00432283

Notes:

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY.
2. A FORM OF PROXY IS ENCLOSED AND ANY PROXY TO BE USED AT THE MEETING TO BE EFFECTIVE MUST BE LODGED WITH THE COMPANY AT ITS REGISTERED OFFICE NOT LESS THAN FORTY-EIGHT HOURS BEFORE THE COMMENCEMENT OF THE MEETING.
3. THE SHARE TRANSFER REGISTER OF THE COMPANY SHALL REMAIN CLOSE FROM 4<sup>th</sup> September, 2020 TO 21<sup>st</sup> September, 2020 (BOTH DAYS INCLUSIVE)

**Explanatory statement pursuant to Section 102 of the Companies Act, 2013 in respect of Special Business as set out in the notice convening the Annual General Meeting of the Company**

**Item No.5**

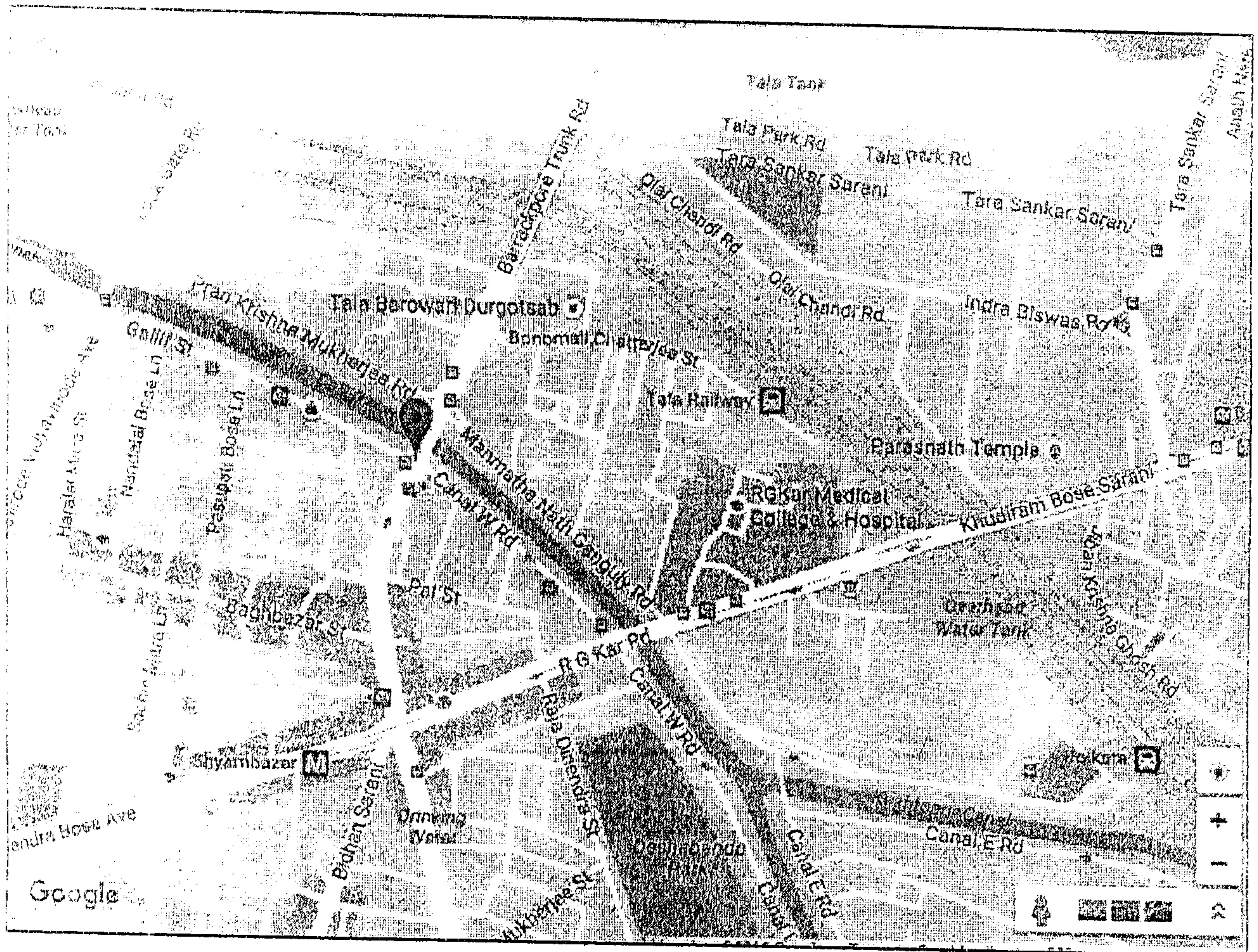
Sri Ajoy Kumar Gaine was appointed as Managing Director of the Company till the conclusion of this Annual General Meeting. Given his vast experience and association with the Company and engaged in the business , it is recommended to re-appoint Sri Ajoy Kumar Gaine as Managing Director, although he has crossed the age of 70 (seventy) years as provided under Section 196 of the Companies Act, 2013.

For and on behalf of the Board

*Asoke Sawoo*

Asoke Sawoo  
Managing Director  
DIN: 00432283

Route Map to the Venue of AGM



## PG & W SAWOO PRIVATE LIMITED

Registered Office: 28A, Galiff Street, Kolkata 700 004

CIN: U51491WB1963PTC009328

Email Address: [pgwsawoo@yahoo.com](mailto:pgwsawoo@yahoo.com)

Telephone: 033 2554-3279

### DIRECTORS' REPORT FOR THE FINANCIAL YEAR 2019-2020

To,  
The Members  
PG&W Sawoo Private Limited

Your Directors have pleasure in presenting their 82<sup>nd</sup> Annual Report on the business and operations of the Company together with the Audited Statement of Accounts for the year ended 31st March, 2020.

#### Financial Highlights

During the year under review, performance of your company was as under:

Particulars	(In Rupees)	
	Year ended 31 <sup>st</sup> March 2020	Year ended 31 <sup>st</sup> March 2019
Turnover	4,03,35,670	3,90,86,327
Other income	<u>35,64,307</u>	<u>36,04,057</u>
Total Revenue	<u>4,38,99,977</u>	<u>4,26,90,384</u>
Profit/(Loss) before taxation	2,78,99,864	2,89,43,939
Less: Tax Expenses	73,94,779	68,99,450
Profit After Tax	2,05,05,085	2,20,44,489
Add: B.F. from previous year	23,60,4,814	2,08,49,172
Less: Dividend /Interim Dividend with Tax	2,29,05,506	1,92,88,847
Profit/(Loss) after Dividend and Tax	2,12,04,393	2,36,04,814

#### State of Company's Affairs and Future Outlook

The Company was incorporated on 28<sup>th</sup> May, 1938 and since its incorporation it has been carrying on the business of renting of property and allied activities and its major revenue is generated from these activities. The Board intends to draw attention to the fact that Profit of the Company has gone down during the financial year ended on 31<sup>st</sup> March, 2020 by Rs. 1044075 (Rs. 28943939 – Rs. 27899864). The decrease in Profit during the year ended on 31<sup>st</sup> March, 2020, in comparison to previous year is mainly due to increase in reasonable and legitimate expenses. In respect of House property at 4, Brabourne Road, Kolkata-700001, it may be mentioned that 2<sup>nd</sup> floor was vacant during the year. The Board is taking necessary steps to induct tenants on reasonable terms. In respect of activities at Ashcroft Press, the Board is taking various steps to foster the existing lines of business as well as develop new lines of business and the Board is hopeful in this direction.

#### Change in nature of business, if any

There has been no change in the nature of business of the Company during the year and the Company continues to carry on with its existing business.

### **Dividend**

The Directors are pleased to recommend a Dividend of Rs. 2000 per share on the Equity Shares of the Company for the year ended March 31, 2020, (Previous Year Rs. 1900 per share). If the dividend, as recommended above, is declared by the Members at the ensuing Annual General Meeting, the total outflow towards dividend on Equity Shares for the year would be Rs. 20000000/- (Previous Year Rs. 22905506/- including dividend distribution tax).

### **Emergence of Covid-19**

Towards the end of the Financial Year, the World Health Organization (WHO) declared Covid-19 a pandemic and the outbreak, which infected millions, has resulted in deaths of a significant number of people globally. Covid-19 is seen having an unprecedented impact on people and economies worldwide.

The Company is taking all necessary measures in terms of mitigating the impact of the challenges being faced in carrying on its activities. The Company is working towards being resilient in order to sail through the current situation. It is focused on controlling the fixed costs, maintaining liquidity and closely monitoring the areas of revenue to ensure that the service facilities operate smoothly.

The Ministry of Home Affairs, Government of India, on March 24, 2020, notified the first ever nationwide lockdown in India to contain the outbreak of Covid-19 pandemic. The operations were disrupted at certain areas of the Company.

### **Amounts Transferred to Reserves**

The Board of the company has decided to retain its profit in its surplus account only.

### **Changes in Share Capital, if any**

There have been no changes in the share capital of the Company during the financial year ended 31<sup>st</sup> March, 2020.

### **Disclosure regarding Issue of Equity Shares with Differential Rights**

During the Financial Year 2019-2020, the Company has not issued any equity shares with differential rights.

### **Disclosure regarding issue of Employee Stock Options**

During the Financial Year 2019-2020, the Company has not issued any Employee Stock Options.

### **Disclosure regarding issue of Sweat Equity Shares**

During the Financial Year 2019-2020, the Company has not issued any Sweat Equity Shares.

### **Extract of Annual Return**

The extract of Annual Return, in format MGT 9, for the Financial Year ending 31<sup>st</sup> March, 2020 has been annexed to this report as **Appendix 1**.

### **Number of Board Meetings**

During the Financial Year ended 31<sup>st</sup> March, 2020, 11 (eleven) meetings of the Board of Directors of the Company were held, details of which are as under:

Sl No	Date of Meeting	Directors who attended the meetings	
1	25 <sup>th</sup> April, 2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Subrata Gaine 7. Ambar Ballav 9. Abhijit Gain 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Pradeep Kumar Gaine
2	19 <sup>th</sup> June, 2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Subrata Gaine 7. Ambar Ballav 9. Abhijit Gain 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Pradeep Kumar Gaine
3	9 <sup>th</sup> July, 2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Subrata Gaine 7. Ambar Ballav 9. Pradeep Kumar Gaine 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Abhijit Gain
4	19 <sup>th</sup> July, 2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Subrata Gaine 7. Ambar Ballav 9. Pradeep Kumar Gaine 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Abhijit Gain
5	2 <sup>nd</sup> August, 2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Subrata Gaine 7. Ambar Ballav 9. Pradeep Kumar Gaine 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Abhijit Gain
6	30 <sup>th</sup> August, 2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Sudip Kumar Gaine 7. Ambar Ballav 9. Pradeep Kumar Gaine 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Shyamal Gaine
7	9 <sup>th</sup> September, 2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Sudip Kumar Gaine 7. Ambar Ballav 9. Pradeep Kumar Gaine 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Shyamal Gaine

8	19 <sup>th</sup> September,2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Sudip Kumar Gaine 7. Ambar Ballav 9. Pradeep Kumar Gaine 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Shyamal Gaine
9	4 <sup>th</sup> December,2019	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Sudip Kumar Gaine 7. Ambar Ballav 9. Pradeep Kumar Gaine 11. Saitej Ballav	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Silly Rani Ballav 8. Uttam Kumar Sawoo 10. Arit Sawoo 12. Shyamal Gaine
10	19 <sup>th</sup> February,2020	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Sudip Kumar Gaine 7. Uttam Kumar Sawoo 9. Arit Sawoo 11. Shyamal Gaine	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Ambar Ballav 8. Pradeep Kumar Gaine 10. Saitej Ballav
11	11 <sup>th</sup> March,2020	1. Ajoy Kumar Gaine 3. Asoke Sawoo 5. Sudip Kumar Gaine 7. Uttam Kumar Sawoo 9. Arit Sawoo 11. Shyamal Gaine	2. Somnath Ballav 4. Jyotiprakash Sawoo 6. Ambar Ballav 8. Pradeep Kumar Gaine 10. Saitej Ballav 12. Soubhik Ballav

#### **Particulars of Loan, Guarantees and Investments under Section 186**

The Company has not given any Loan or made any Guarantees and Investments under section 186 of the Companies Act, 2013.

#### **Particulars of Contracts or Arrangements with Related Parties**

The particulars of contracts or arrangements with related parties, referred to in Section 188(1) of the Companies Act 2013 for the Financial Year 2019-20 in the prescribed format, AOC 2 is attached with this report as Appendix II.

#### **Explanation to Auditor's Remarks**

The Auditor's Report does not contain any adverse comments and therefore do not call for any further explanation in this report.

#### **Material Changes Affecting the Financial Position of the Company**

There were no material changes affecting the Financial Position of the Company since its last balance sheet date which could have affected the Company.

#### **Particulars of Conservation of Energy, Technology, Absorption, Foreign Exchange Earnings and Outgo**

The details of conservation of energy, technology absorption, foreign exchange earnings and outgo are as follows:

The Company not being in manufacturing industry is not a major consumer of technology and / or energy and hence there is nothing material in this aspect. The Company has domestic business only and it has no income or expenditure in foreign currency.

#### **Details of Subsidiary, Joint Venture or Associates**

The company has no subsidiaries or associates or joint venture.

#### **Risk Management Policy**

There is a Risk Management Policy in place for the Board to identify and assess elements of risk that might affect the existence of the Company.

#### **Details of Directors and Key Managerial Personnel**

There have been following changes in the composition of the Board of the Company during the financial year ended 31<sup>st</sup> March, 2020:

- i. Appointment of Mr Shyamal Gaine and Mr.Sudip Kumar Gaine, as Directors, on the Board of the Company, effective 30<sup>th</sup> August, 2019, at the Annual General Meeting of the Company held on 30<sup>th</sup> August, 2019.
- ii. Resignation of Mr. Subrata Gaine and Mr. Abhijit Gain with effect from 30<sup>th</sup> August, 2019.
- iii. Appointment of Mr. Soubhik Ballav, as Additional Director on the Board of the Company, effective from 11<sup>th</sup> March,2020 due to death of Smt. Sily Ranil Ballav on 10<sup>th</sup> February,2020.

The Company is not required to appoint a Key Managerial Personnel as per provisions under section 203 of the Companies Act, 2013.

#### **Details of significant & material orders passed by the regulators or courts or tribunal**

There was no significant and/or material order passed by the regulators, courts or tribunal in respect of the Company during the year under review.

#### **Statement in Respect of Adequacy of Internal Financial Control with Reference to the Financial Statements**

The Company has adequate internal financial control systems commensurate with the operations of the Company including adherence to company's policies, the safeguarding of its assets, the prevention and detection of frauds and errors, the accuracy and completeness of the accounting records, and the timely preparation of reliable financial information and to monitor and ensure compliance with applicable laws, rules and regulations.

#### **Deposits**

During the year under review the Company has not accepted or renewed any deposits under section 73 to 76 of the Companies Act 2013 read with Companies (Acceptance of Deposits) Rules 2014.

#### **Corporate Social Responsibility (CSR) Policy**

Since any of the thresholds under section 135 of the Companies Act, 2013 were not triggered during the year under review so the Company is not required to frame a CSR Policy or comply with any other requirements as mentioned under section 135.

#### **Whistle Blower Policy**

Since any of the thresholds under section 177(9) of the Companies Act, 2013 were not triggered during the year under review so the Company is not required to frame a Whistle Mechanism Policy.

#### **Disclosures under Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013**

The Company has zero tolerance for sexual harassment at workplace and has adopted a policy on prevention, prohibition and redressal of sexual harassment at workplace in line with the provisions of the



Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal ) Act, 2013 and the rules thereunder for prevention and redressal of complaints of sexual harassment at workplace.

During the financial year 2019-20, the Company has not received any complaints on sexual harassment, and no complaints are pending as of March 31, 2020.

#### **Fraud Reporting**

The Company has adopted best practices for fraud prevention and reporting. No fraud on or by the Company has been reported by the Statutory Auditors.

#### **Statutory Auditors**

Pursuant to Section 139(1) of the Companies Act, 2013 read with Companies (Audit and Auditors) Rules, 2014 M/s L B Jha & Co., Chartered Accountants were appointed as the Auditors of the Company at the 77<sup>th</sup> Annual General Meeting held on 16th September, 2015 to hold office until the conclusion of 6th Annual General Meeting.

Accordingly, the Auditor will retire at the conclusion of the ensuing Annual General Meeting. Being eligible, the Auditor has expressed their desire to continue to hold their office and the Board of Directors have approved their reappointment for a further period of five years to hold office from the 82<sup>nd</sup> Annual General Meeting to the conclusion of the 87<sup>th</sup> Annual General Meeting at a fees that shall be mutually decided by the Board of Directors.

#### **Directors Responsibility Statement**

In accordance with the provisions of Section 134(5) of the Companies Act 2013, your directors confirm that:

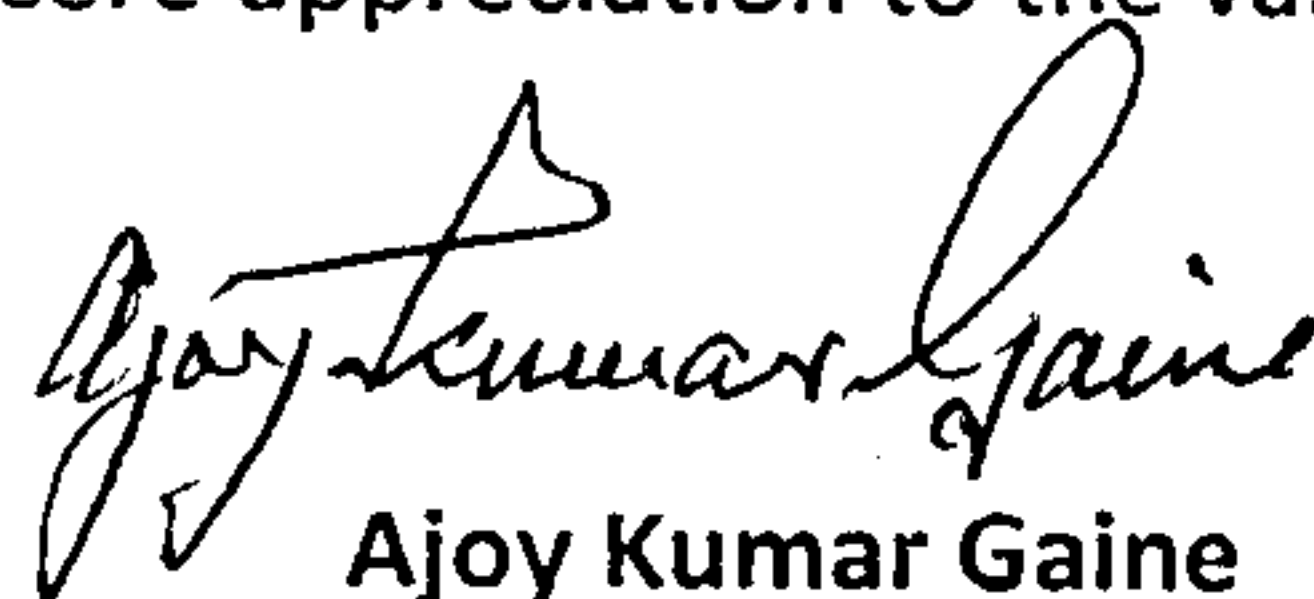
- a) in the preparation of the annual accounts for the financial year ended 31st March, 2020, the applicable accounting standards had been followed along with proper explanation relating to material departures;
- b) the directors had selected such accounting policies and applied them consistently and made judgments and estimates that are reasonable and prudent so as to give a true and fair view of the state of affairs of the Company as at 31st March, 2020, and of the profit /loss of the Company for the year ended on 31<sup>st</sup> March, 2020;
- c) the directors had taken proper and sufficient care for the maintenance of adequate accounting records in accordance with the provisions of the Companies Act 2013 for safeguarding the assets of the Company and for preventing and detecting fraud and other irregularities;
- d) the directors had prepared the annual accounts on a going concern basis; and
- e) the directors had devised proper systems to ensure compliance with the provisions of all applicable laws and that such systems were adequate and operating effectively.

#### **Acknowledgment**

The Directors express their sincere appreciation to the valued shareholders, bankers and clients for their support.

Place: Kolkata

Date: 18<sup>th</sup> August, 2020.



**Ajoy Kumar Gain**  
(Managing Director)  
DIN:00431888

For and on behalf of the Board of Directors



**Asoke Sawoo**  
(Managing Director)  
DIN: 00432283

**Appendix I**  
**Form No. MGT-9**

EXTRACT OF ANNUAL RETURN AS ON THE FINANCIAL YEAR ENDED MARCH 31, 2019

[Pursuant to section 92(3) of the Companies Act, 2013 and rule 12(1) of the Companies (Management and Administration) Rules, 2014]

**I. Registration And other Details:**

i.	CIN	U51491WB1963PTC009328
ii.	Registration Date	28/05/1938
iii.	Name of the Company	P G & W Sawoo Private Limited
iv.	Category / Sub-Category of the Company	Company Limited By Shares
v.	Address of the Registered office and contact details	28A, Galiff Street ,Ground Floor, Kolkata 700 004
vi.	Whether listed company	NO
vii.	Name, Address and Contact details of Registrar and Transfer Agent, if any	N.A.

**II. Principal Business Activities of the Company**

All the business activities contributing 10 % or more of the total turnover of the company shall be stated:-

Sr. No	Name and Description of main products / services	NIC Code of the product/ services	% to total turnover of the company
1	Renting of Property for Commercial Use	68	96%

**III. Particulars of Holding, Subsidiary and Associate Companies**

Sr. No.	Name And Address Of The Company	CIN/GLN	Holding/ Subsidiary /Associate	% of shares held	Applicable Section
Nil					

**IV. Share Holding Pattern (Equity Share Capital Breakup as percentage of Total Equity)**

**i. Category-wise Share Holding**

Category of Shareholders	No. of Shares held at the beginning of the year		No. of Shares held at the end of the year		% Change during the year
	Total	% of Total Shares	Total	% of Total Shares	
<b>A. Promoter</b>					
<b>1) Indian</b>					
a) Individual/ HUF	-	-	-	-	-
b) Central Govt.	-	-	-	-	-
c) State Govt.(s)	-	-	-	-	-
d) Bodies Corp	-	-	-	-	-
e) Banks / FI	-	-	-	-	-
f) Any Other	-	-	-	-	-
<b>Sub-total(A)(1):-</b>	-	-	-	-	-
<b>2) Foreign</b>					
g) NRIs-Individuals	-	-	-	-	-
h) Other-Individuals	-	-	-	-	-
i) Bodies Corp.	-	-	-	-	-
j) Banks / FI	-	-	-	-	-
k) Any Other ...	-	-	-	-	-
<b>Sub-total (A)(2):-</b>	-	-	-	-	-
<b>B. Public Shareholding</b>					
<b>1. Institutions</b>					
a) Mutual Funds	-	-	-	-	-
b) Banks / FI	-	-	-	-	-
c) Central Govt	-	-	-	-	-
d) State Govt(s)	-	-	-	-	-
e) Venture Capital Funds	-	-	-	-	-
f) Insurance Companies	-	-	-	-	-
g) FII's	-	-	-	-	-
h) Foreign Venture Capital Funds	-	-	-	-	-
i) Others (specify)	-	-	-	-	-
<b>Sub-total (B)(1)</b>	-	-	-	-	-
<b>2. Non Institutions</b>					
a) Bodies Corp.	-	-	-	-	-
(i) Indian					
(ii) Overseas					
<b>(b) Individuals</b>					
(i) Individual shareholders holding nominal share capital up to Rs. 1 lakh	8750	87.50%	8750	87.50%	-
(ii) Individual shareholders holding nominal share capital in	1250	12.50	1250	12.50	-

excess of Rs 1 lakh					
Sub-total (B)(2)	10000	100%	10000	100%	Nil
Total Public Shareholding (B)=(B)(1)+ (B)(2)	10000	100%	10000	100%	Nil
C. Shares held by Custodian for GDRs & ADRs	-	-	-	-	-
Grand Total (A+B+C)	10000	100%	10000	100%	Nil

ii. Shareholding of Promoters

Sl No.	Shareholders Name	Shareholding at the beginning of the year			Shareholding at the end of the year			% change in share holding during the year
		No of shares	% of total shares of the company	% of shares pledged/ encumbered to total shares	No of shares	% of total shares of the company	% of shares pledged encumbered to total shares	
No Promoter Shareholding								

iii. Change in Promoters' Shareholding ( please specify, if there is no change)

No change in Promoter's Shareholding during the year.

iv. Shareholding pattern of top ten shareholders (other than Directors, Promoters and Holders of GDRs and ADRs):

Name of the Shareholder	Shareholding at the beginning of the year		Cumulative Shareholding during the year	
	No. of shares	% of total shares of the company	No. of shares	% of total shares of the company
<b>1. Uma Biswas, Siddhartha Biswas, Ipshita Rakshit &amp; Snigdha Rakshit</b>				
At the beginning of the year	1250	12.50%	1250	12.50%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	1250	12.50%	1250	12.50%
<b>2. Parbati Ballav , Saitej Ballav &amp; Charulata Mullick</b>				
At the beginning of the year	630	6.30%	630	6.30%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	630	6.30%	630	6.30%
<b>3. Saitej Ballav, Parbati Ballav &amp; Charulata Mullick</b>				
At the beginning of the year	620	6.20%	620	6.20%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	620	6.20%	620	6.20%
<b>3.Ajoy Kumar Gaine, Swati Gaine, Sekhar Gaine, Rinku Gaine &amp; Rishov Gaine</b>				
At the beginning of the year	198	1.98%	198	1.98%

Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	198	1.98%	198	1.98%
<b>4. Anujit Mondal</b>				
At the beginning of the year	150	1.50%	150	1.50%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	150	1.50%	150	1.50%
<b>5. Munmun Nag, Ashmita Nag &amp; Sayani Mitra</b>				
At the beginning of the year	416	4.16%	416	4.16%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	416	4.16%	416	4.16%
<b>5. Ambar Ballav ,Kumkum Ballav,Chitrabhanu Ballav &amp; Shreyasi Ballav</b>				
At the beginning of the year	216	2.16%	216	2.16%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	216	2.16%	216	2.16%
<b>5.Somnath Ballav &amp; Mita Ballav</b>				
At the beginning of the year	200	2.00%	200	2.00%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	200	2.00%	200	2.00%
<b>5.Soubhik Ballav &amp; Moumita Ballav</b>				
At the beginning of the year	216	2.16%	216	2.16%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	216	2.16%	216	2.16%
<b>6. Hiron Kumar Sawoo, Arati Sawoo &amp; Sutapa Mukherjee</b>				
At the beginning of the year	225	2.25%	225	2.25%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	225	2.25%	225	2.25%
<b>7.Asoke Sawoo , Jayanti Sawoo &amp; Kingshuk Sawoo</b>				
At the beginning of the year	175	1.75%	175	1.75%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	175	1.75%	175	1.75%
<b>7. Malay Gain, Minakshi Gain, Rajib Gain &amp; Sanjit Gain</b>				
At the beginning of the year	312	3.12%	312	3.12%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	312	3.12%	312	3.12%
<b>8. Mohua Sau,Mamata Mitra &amp; Sulgna Mitra</b>				
At the beginning of the year	225	2.25%	225	2.25%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-

At the End of the year	225	2.25%	225	2.25%
<b>9. Paramita Mondal</b>				
At the beginning of the year	175	1.75%	175	1.75%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	175	1.75%	175	1.75%
<b>9. Biva Rani Gaine, Sudip Kumar Gaine, Indrani Gaine &amp; Priyanka Gaine</b>				
At the beginning of the year	166	1.66%	166	1.66%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	166	1.66%	166	1.66%
<b>10. Kum Kum Ballav, Ambar Ballav Shreyasi Ballav &amp; Chitrabhanu Ballav</b>				
At the beginning of the year	200	2.00%	200	2.00%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	200	2.00%	200	2.00%
<b>10. Nabanita Ghosh</b>				
At the beginning of the year	200	2.00%	200	2.00%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	200	2.00%	200	2.00%

**v. Shareholding of Directors and Key Managerial Personnel:**

For Each of the Directors & KMP	Shareholding at the beginning of the year		Cumulative Shareholding during the year	
	No. of shares	% of total shares of the company	No. of shares	% of total shares of the company
<b>1. Somnath Ballav</b>				
At the beginning of the year	200	2.00%	200	2.00%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	200	2.00%	200	2.00%
<b>2. Uttam Kumar Sawoo</b>				
At the beginning of the year	375	3.75%	375	3.75%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	375	3.75%	375	3.75%
<b>3. Ajoy Kumar Gaine</b>				
At the beginning of the year	198	1.98%	198	1.98%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	198	1.98%	198	1.98%
<b>4. Arit Sawoo</b>				
At the beginning of the year	125	1.25%	125	1.25%
Date wise Increase / Decrease in	-	-	-	-

Shareholding during the year				
At the End of the year	125	1.25%	125	1.25%
<b>5. Asoke Sawoo</b>				
At the beginning of the year	175	1.75%	175	1.75%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	175	1.75%	175	1.75%
<b>6. Sily Rani Ballav *</b>				
At the beginning of the year	416	4.16%	416	4.16%
Date wise Increase / Decrease in Shareholding during the year	416	4.16%	416	4.16%
At the End of the year	0	0	0	0
<b>7. Pradeep Kumar Gaine</b>				
At the beginning of the year	109	1.09%	109	1.09%
Date wise increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	109	1.09%	109	1.09%
<b>8. Subrata Gaine</b>				
At the beginning of the year	104	1.04%	104	1.04%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	104	1.04%	104	1.04%
<b>9. Abhijit Gain</b>				
At the beginning of the year	104	1.04%	104	1.04%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	104	1.04%	104	1.04%
<b>10. Jyotiprakash Sawoo</b>				
At the beginning of the year	150	1.5%	150	1.5%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	150	1.5%	150	1.5%
<b>11. Ambar Ballav</b>				
At the beginning of the year	216	2.16%	216	2.16%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	216	2.16%	216	2.16%
<b>12. Saitej Ballav</b>				
At the beginning of the year	620	6.20%	620	6.20%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	620	6.20%	620	6.20%
<b>13. Sudip kumar Gaine</b>				
At the beginning of the year	166	1.66%	166	1.66%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	166	1.66%	166	1.66%
<b>14. Shyamal Gaine</b>				

At the beginning of the year				
Date wise increase / Decrease in Shareholding during the year	-	-	40	04%
At the End of the year	40	0.4%	40	0.4%
15. Soubhik Ballav				
At the beginning of the year	216	2.16%	216	2.16%
Date wise Increase / Decrease in Shareholding during the year	-	-	-	-
At the End of the year	216	2.16%	216	2.16%

\*Smt. Sily Rani Ballav passed away On 10<sup>th</sup> February-2020.

V. Indebtedness: Nil

Indebtedness of the Company including interest outstanding/accrued but not due for payment

	Secured Loans excluding deposits	Unsecured Loans	Deposits	Total Indebtedness
<b>Indebtedness at the beginning of the financial year</b>				
i) Principal Amount	-	-	-	-
ii) Interest due but not paid	-	-	-	-
iii) Interest accrued but not due	-	-	-	-
<b>Total (i+ii+iii)</b>	-	-	-	-
<b>Change in Indebtedness during the financial year</b>				
- Addition	-	-	-	-
- Reduction	-	-	-	-
<b>Net Change</b>	-	-	-	-
<b>Indebtedness at the end of the financial year</b>				
i) Principal Amount	-	-	-	-
ii) Interest due but not paid	-	-	-	-
iii) Interest accrued but not due	-	-	-	-
<b>Total (i+ii+iii)</b>	-	-	-	-

VI. Remuneration of Directors and Key Managerial Personnel:

A. Remuneration to Managing Director, Whole-time Directors and/or Manager:

Sl. No	Particulars of Remuneration	Name of MD/WTD/ Manager			Total Amount
		Ajoy Kumar Gaine (MD)	Somnath Ballav (MD)	Asoke Sawoo (MD)	
1.	Gross Salary				
	(a) Salary as per provisions contained in section 17(1) of the Income Tax. 1961.	3,24,000	3,24,000	3,24,000	9,72,000
	(b) Value of				



	perquisites u/s 17(2) of the Income tax Act, 1961	-	-	-	-
	(c) Profits in lieu of salary under section 17(3) of the Income Tax Act, 1961	-	-	-	-
2	Stock Option	-	-	-	-
3	Sweat Equity	-	-	-	-
4	Commission as % of profit others (specify)	-	-	-	-
5	Others, please specify Sitting Fees	1,10,000	1,10,000	1,10,000	3,30,000

**B. Remuneration to Other Directors:**

Sl. No.	Particulars of Remuneration	Name of Director				Total
1.	<b>Independent Directors</b>	-				
	•Fee for attending board committee meetings	-	-	-	-	-
	•Commission	-	-	-	-	-
	•Others, please specify	-	-	-	-	-
	<b>Total (1)</b>	-	-	-	-	-
2	<b>Other Non-Executive Directors</b>	<b>Sily Rani Ballav</b>	<b>Jyotiprakash Sawoo</b>	<b>Uttam Kumar Sawoo</b>	<b>Saitej Ballav</b>	<b>Total</b>
	•Fee for attending board committee meetings	90,000	1,10,000	1,10,000	1,10,000	4,20,000
	•Commission	-	-	-	-	-
	•Others, please specify	-	-	-	-	-
	<b>Total (2)</b>	90,000	1,10,000	1,10,000	1,10,000	4,20,000
3.	<b>Total Remuneration (1+2)</b>	90,000	1,10,000	1,10,000	1,10,000	4,20,000
4.	<b>Overall Ceiling as per the Act.</b>	NA	NA	NA	NA	NA

Sl. No.	Particulars of Remuneration	Name of Director				Total
1.	<b>Independent Directors</b>	-				
	•Fee for attending board committee meetings	-	-	-	-	-
	•Commission	-	-	-	-	-
	•Others, please specify	-	-	-	-	-
	<b>Total (1)</b>	-	-	-	-	-

2	Other Non-Executive Directors	Abhijit Ballav	Shyamal Gain	Ajit Sawoo	Subrata Gaine	Total
	•Fee for attending board committee meetings	1,10,000	60,000	1,10,000	50,000	3,30,000
	•Commission	-	-	-	-	-
	•Others, please specify	-	-	-	-	-
	<b>Total (2)</b>	1,10,000	60,000	1,10,000	50,000	3,30,000
3.	<b>Total Remuneration (1+2)</b>	1,10,000	60,000	1,10,000	50,000	3,30,000
4.	<b>Overall Ceiling as per the Act.</b>	NA	NA	NA	NA	NA

Sl. No.	Particulars of Remuneration	Name of Director				Total
1.	<b>Independent Directors</b>					
	•Fee for attending board committee meetings	-	-	-	-	-
	•Commission	-	-	-	-	-
	•Others, please specify	-	-	-	-	-
	<b>Total (1)</b>	-	-	-	-	-
2	<b>Other Non-Executive Directors</b>	<b>Abhijit Gain</b>	<b>Pradeep Kumar Gaine</b>	<b>Sudip Kumar Gain</b>	<b>Soubhik Ballav</b>	<b>Total</b>
	•Fee for attending board committee meetings	50,000	1,10,000	60,000	10,000	2,30,000
	•Commission	-	-	-	-	-
	•Others, please specify	-	-	-	-	-
	<b>Total (2)</b>	50,000	1,10,00	60,000	10,000	2,30,000
3.	<b>Total Remuneration (1+2)</b>	50,000	1,10,00	60,000		2,30,000
4.	<b>Overall Ceiling as per the Act.</b>	NA	NA	NA		NA

**VII. Penalties / Punishment/ Compounding of Offences:** During the year under the Report, no Penalty/ Punishment was awarded on the Company or its officers. Further, neither the Company nor its officers had undergone Compounding of Offense. Hence, details under this section have not been provided.

Place: Kolkata

Date: 18<sup>th</sup> August, 2020.

For and on behalf of the Board of Directors



Ajoy Kumar Gaine  
(Managing Director)  
DIN:00431888



Asoke Sawoo  
(Managing Director)  
DIN:00432283