



**SHIVA GRANITO EXPORT LIMITED**

CIN: L14200RJ2015PLC048974

Regd. Office:-8, Bhatt Ji Ki Baari, Udaipur-313001

Phone: 0294-2418228, Fax – 0294-2414463

Website: www.shivaexport.in

E-Mail:- investors@shivaexport.in

**NOTICE**

NOTICE is hereby given that the 7th (Seventh) Annual General Meeting (AGM) of the Shareholders of **SHIVA GRANITO EXPORT LIMITED** will be held at the Registered Office of the Company at 8, Bhatt Ji Ki Baari, Udaipur-313001(Rajasthan) on **Friday, the 30<sup>th</sup> September, 2022 at 3.00 P.M.** to transact the following business:-

**Ordinary Business:-**

**Item No. 1 – Adoption of Audited Financial Statements**

To receive, consider and adopt the Financial Statements of the Company for the year ended March 31<sup>st</sup>, 2022 including the Audited Balance Sheet as at 31<sup>st</sup> March, 2022, Statement of Profit & Loss for the year ended on that date, Cash Flow Statement for the year ended on that date and the Directors' and Auditors' Report thereon.

**Item No. 2 – Re-appointment of a Director**

To appoint a Director in place of Ms. Rachna Upadhyay (DIN 07617468), who retires by rotation and being eligible offers herself for re-appointment.

**Item No. 3 – Appointment / Re-Appointment of Statutory Auditors of the Company**

To Consider 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, 141, 142 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 as amended from time to time (including any amendment thereto or re-enactment thereof for the time being in force), M/s. Nenawati & Associates, Chartered Accountants, Udaipur having Firm Registration No. 002148C be and are hereby appointed / re-appointed as the Statutory Auditors of the Company to hold office for a period of 1 year from the conclusion this 7<sup>th</sup> Annual General Meeting till the conclusion of 8<sup>th</sup> Annual General Meeting.”



**By order of the Board of Directors  
For – Shiva Granito Export Limited**

**Place: Udaipur  
Date: 16.08.2022**

**Sd/-  
(Swati Maheshwari)  
Company Secretary & Compliance Office**

**NOTES :**

1. No Special Business proposed to be conducted / transacted at the ensuing Annual General Meeting; therefore Statement pursuant to section 102(1) of the Companies Act, 2013 is not annexed herewith.
2. A member entitled to attend and vote at the annual general meeting is entitled to appoint a proxy to attend and vote instead of himself/herself and the proxy need not be a member of the company.
3. Proxies, in order to be effective, must be received in the enclosed Proxy Form at the registered Office of the Company not less than forty-eight hours before the time fixed for the Meeting.
4. A person can act as proxy on behalf of members not exceeding 50 (fifty) and holding in the aggregate not more than 10 (ten) % of the total share capital of the Company. A member holding more than 10 (ten) % of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person cannot act as a proxy for any other person or shareholder. The instrument appointing the Proxy, in order to be effective, should be duly stamped, filled, signed and must reach to the Registered Office of the Company not less than forty eight hours before the commencement of the meeting.
5. A Corporate members intending to send its authorized representatives to attend the Meeting in terms of Section 113 of the Companies Act, 2013 is requested to send to the Company a certified copy of the Board Resolution/Power of Attorney authorizing such representative to attend and vote on its behalf at the Meeting.
6. Members / Proxies / Authorised Representatives are requested to bring their Attendance slip/proxy form duly filed in, sent herewith alongwith the Notice of the AGM at the Meeting. The members who hold shares in dematerialized form are requested to bring their



Client Master List / Depository Participant Statement / Delivery Instruction Slip reflecting their Client ID and DP ID No for easier identification of attendance at the Meeting.

7. The register of Members and Share Transfer Books of the Company shall remain closed from 24<sup>th</sup> September, 2022 to 30<sup>th</sup> September, 2022 (both days inclusive) for the purpose of Annual General Meeting.

8. In case of joint holders attending the meeting, only such joint holders who are higher in the order of names will be entitled to vote.

9. The Annual Report and the Notice for the ensuing Annual General Meeting is available at the website of the Company i.e. [www.shivaexport.in](http://www.shivaexport.in).

10. Members are requested to update their preferred e-mail ids with the Company / National Securities Depository Ltd. / Central Depository services (India) Ltd. which will be used for purpose of future communication.

11. To support the Green Initiative the members who have not registered their e-mail addresses are requested to register the same with Registrar and Share Transfer Agent, / National Securities Depository Ltd. / Central Depository services (India) Ltd.

12. Members are requested to intimate changes, if any, pertaining to their name, postal address, email address, mobile numbers, Permanent Account Number (PAN), mandates, nominations, power of attorney, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, etc. to their DP's National Securities Depository Ltd. / Central Depository services (India) Ltd. In the case shares are held in electronic form.

13. Sh. Pawan Talesara, FCS Membership No. – 8096, Practicing Company Secretary has been appointed as the Scrutinizer to scrutinize the voting process to be carried at the AGM in a fair & transparent manner.

14. Members may also note that the Notice of the 7<sup>th</sup> Annual General Meeting, Attendance Slip, Proxy Form, and the Annual Report for 2022 will also be available on the Company's website [www.shivaexport.in](http://www.shivaexport.in) for their download. 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. Even after registering for e-communication, members are entitled to receive such communication in physical form, upon making a request for the same, by post free of cost.



15. All documents referred to in the Notice will be available for inspection at the Company's registered office during normal business hours on working days up to the date of AGM.

16. As an austerity measure, copies of the Annual Report will not be distributed at the Annual General Meeting. Members are requested to bring their copy of Annual Report to the Meeting.

17. Reference to the SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018,

I. Shareholder holding physical shares is required to submit their Permanent Account Number (PAN) and bank account details to the Bigshare Services Limited (RTA), if not registered with the Company as mandated by SEBI.

II. Members holding shares in electronic mode are requested to submit their PAN and bank account details to their respective DPs with whom they are maintaining their Demat accounts.

**By order of the Board of Directors  
For – Shiva Granito Export Limited**

**Place: Udaipur  
Date: 16.08.2022**

**Sd/-  
(Swati Maheshwari)  
Company Secretary & Compliance Office**