



RAMKY ENVIRO ENGINEERS LIMITED

CIN: U74140TG1994PLC018833

Regd. Office: 13th Floor, Ramky Grandisoe,  
Ramky Towers Complex, Gachibowli Hyderabad 500032,

Ph: (040) 23015000, Email id: [cs.reel@ramky.com](mailto:cs.reel@ramky.com)

Website: [www.ramkyenviroengineers.com](http://www.ramkyenviroengineers.com)

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## NOTICE

**NOTICE IS HEREBY GIVEN THAT THE TWENTY SIXTH (26<sup>TH</sup>) ANNUAL GENERAL MEETING OF THE MEMBERS OF RAMKY ENVIRO ENGINEERS LIMITED (CIN: U74140TG1994PLC018833) WILL BE HELD ON FRIDAY, 14<sup>TH</sup> AUGUST, 2020 AT 05:00 PM IST THROUGH VIDEO CONFERENCING (“VC”) TO TRANSACT THE FOLLOWING BUSINESS:**

### **ORDINARY BUSINESS:**

1. To receive, consider and adopt the Standalone and Consolidated Audited Financial Statements for the financial year ended 31<sup>st</sup> March 2020 and along with the Auditors’ Report and Directors’ Report thereon.
2. To consider appointment a Director in place of Mr. Anil Khandelwal who retires by rotation and being eligible offers himself for re-appointment.

**By order of the Board of Directors  
For Ramky Enviro Engineers Ltd**

Place: 29.05.2020

Date: Hyderabad

sd/-  
**Govind Singh**  
**Company Secretary**  
**M. No.: A41173**

**NOTES:**

1. In view of the COVID-19 pandemic, the Ministry of Corporate Affairs (MCA) has, vide General Circular No. 14/2020 dated April 8, 2020, General Circular No. 17/2020 dated April 13, 2020 and General Circular No. 20/2020 dated May 5, 2020 (collectively "MCA Circulars"), permitted companies to conduct Annual General Meeting (AGM) through video conferencing (VC) or other audio visual means, subject to compliance of various conditions mentioned therein. In compliance with the MCA Circulars and applicable provisions of Companies Act, 2013, the 26<sup>th</sup> AGM of the Company is being convened and conducted through VC facility, which does not require physical presence of members at a common venue. The deemed venue for the 26<sup>th</sup> AGM shall be the Registered Office of the Company.
2. The Company has enabled the Members to participate at the 26<sup>th</sup> AGM through the Zoom call Video Conferencing. The instructions for participation by Members are given in the subsequent paragraphs.
3. As per the provisions under the MCA Circulars, Members attending the 26<sup>th</sup> AGM through VC shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
4. As per the Companies Act, 2013, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf. Since the 26<sup>th</sup> AGM is being held through VC as per the MCA Circulars, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be made available for the 26<sup>th</sup> AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
5. The Corporate Member is required to send a certified copy of the Board resolution authorizing their representative to attend the AGM through VC and vote on their behalf on the email address at [govind.singh@ramky.com](mailto:govind.singh@ramky.com).
6. In view of the prevailing situation, owing to the difficulties involved in dispatching of physical copies of the Notice of the 26<sup>th</sup> AGM and the Annual Report for the year 2020 including therein the Audited Financial Statements for year 2020, are being sent only by email to the Members. Members may please note that this Notice and Annual Report 2019-20 will also be available on the Company's website at [www.ramkyenviroengineers.com](http://www.ramkyenviroengineers.com).
7. Register of Directors and Key Managerial Personnel and their shareholding, and the Register of Contracts or Arrangements in which the Directors are interested, maintained under the Companies Act, 2013 will be available for inspection by the Members electronically during the 26<sup>th</sup> AGM. Members seeking to inspect such documents can send an email to [govind.singh@ramky.com](mailto:govind.singh@ramky.com).
8. When a poll is required to be taken during the meeting on any resolution, the member shall cast their vote on the resolution only by sending the email to [govind.singh@ramky.com](mailto:govind.singh@ramky.com) through their registered their registered email address which are registered with the Company.
9. As the 26<sup>th</sup> AGM is being held through VC, the route map is not annexed to this Notice
10. At the 24<sup>th</sup> Annual General Meeting of the Company held on 30<sup>th</sup> December 2018, the Members approved appointment of M/s. S. R. Batliboi & Associates LLP Chartered Accountants, Hyderabad (Firm Registration No. 101049W/E300004), as Statutory Auditors of the Company to hold office for a period of four years from the conclusion of that Annual General Meeting till the conclusion of the 28<sup>th</sup> Annual General Meeting. Vide Notification dated 07<sup>th</sup> May 2018, the Ministry of Corporate Affairs has done away with the requirement of seeking ratification of Members for appointment of Auditors at every Annual General Meeting. Accordingly, no resolution is being proposed for ratification of appointment of Statutory Auditors at the 26<sup>th</sup> Annual General Meeting.

## **INSTRUCTIONS FOR ATTENDING THE AGM THROUGH VC:**

1. Members may access the platform to attend the AGM through VC at <https://zoom.us/j/93340254226>
2. The facility for joining the AGM shall open 15 minutes before the scheduled time for commencement of the AGM and shall be closed after the expiry of 15 minutes after such schedule time.
3. Members are encouraged to join the Meeting using Zoom app (preferred), Google Chrome, Internet Explorer or Mozilla Firefox 22.
4. Members will be required to grant access to your computer's camera for video and your computer's microphone for audio to enable two-way video conferencing.
5. Members are advised to use stable Wi-Fi or LAN connection to participate at the AGM through VC in a smooth manner. Participants may experience audio/video loss due to fluctuation in their respective networks.
6. Members can submit questions in advance with regard to the financial statements or any other matter to be placed at the 26<sup>th</sup> AGM, from their registered email address, mentioning their name, DP ID and Client ID number /folio number and mobile number, to reach the email address [govind.singh@ramky.com](mailto:govind.singh@ramky.com) at least 48 hours in advance before the start of the meeting. Such questions by the Members shall be taken up during the meeting replied by the Company suitably.
7. Members who may want to express their views or ask questions during the AGM may and click on the tab "chat" to post their queries in the window provided, by mentioning their name, demat account number/folio number.
8. Members who may require any technical assistance or support before or during the AGM are requested to contact at 7337597697 or write to him at [govind.singh@ramky.com](mailto:govind.singh@ramky.com).