



## JAY KAILASH NAMKEEN LIMITED

### NOTICE

Notice is hereby given that the **Third Annual General Meeting** of the Members of **JAY KAILASH NAMKEEN LIMITED** will be held on Monday, September 30, 2024, at 04:00 P.M. at its registered office of the company, to transact the following business:

#### ORDINARY BUSINESS

1. **To Consider and adopt the financial Statement of the Company for the financial year ended March 31, 2024 and reports of Board of Directors and Auditor thereon.**

To consider and if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** the audited financial statement of the Company for the financial year ended March 31, 2024 and the reports of the Board of Directors and Auditors thereon, as circulated to the members, be and are hereby considered and adopted.”

2. **To appoint Mr. Neel Narendrabhai Pujara (DIN: 09221477), Director of the Company, who retires by rotation and being eligible, offers himself for re-appointment.**

To consider and if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** in accordance with the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Mr. Neel Narendrabhai Pujara (DIN: 09221477), who retires by rotation at this meeting be and is hereby appointed as a Director of the Company.”

**By Order of the Board of Directors,  
Jay Kailash Namkeen Limited**

**Sd/-  
Neel Pujara  
Chairman & Managing Director  
DIN: 09221477**

**Place: Rajkot  
Date: 06.09.2024**



## JAY KAILASH NAMKEEN LIMITED

### Notes:

1. A member entitled to attend and vote at the meeting is entitled to appoint proxy or proxies to attend and, to vote instead of himself and such proxy need not be a member of the company. A person can act as proxy on behalf of members not exceeding 50 (Fifty) and holding in the aggregate not more than 10% of the total share capital of the company carrying voting rights. A member holding more than 10% of the total share capital of the company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other shareholder.
2. The relevant details, pursuant to Regulations 26(4) and 36(3) of the SEBI Listing Regulations and Secretarial Standards on General Meetings (SS-2) issued by the Institute of Company Secretaries of India, in respect of Directors seeking appointment/re-appointment at this AGM are also annexed.
3. Proxies in order to be effective must be deposited at the Registered Office of the Company not less than 48 hours before the time of the meeting.
4. Corporate Members intending to send their authorized representative(s) to attend the Annual General Meeting are requested to forward a certified copy of Board Resolution authorizing their representative to attend and vote at the Annual General Meeting either to the Company in advance or submit the same at the venue of the General Meeting.
5. For the convenience of Members and for proper conduct of the meeting, venue of the meeting will be regulated by attendance slip, which is enclosed with the Annual Report. Members are requested to sign at the place provided on the attendance slip and hand it over at the entrance of the venue.
6. Members desiring any information relating to the accounts are requested to write to the Company at an early date so as to enable the management to keep the information ready.
7. In compliance with the MCA Circulars and SEBI Circular, Notice of the AGM along with the Annual Report 2023-2024 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/Depositories. Members may note that the Notice and Annual Report 2023-2024 will also be available on the Company's website at [www.jaykailashnamkeen.com](http://www.jaykailashnamkeen.com), websites of the Stock Exchanges, i.e., BSE Limited at [www.bseindia.com](http://www.bseindia.com).
8. For receiving all communication (including Annual Report) from the Company electronically, Members are requested to register / update their email addresses with the relevant Depository Participant or Registrar & Transfer Agent, Skyline Financial Services Private Limited (RTA), D-153A, 1st floor, Okhla Industrial area, Phase I, New Delhi - 110020.



## JAY KAILASH NAMKEEN LIMITED

9. As per Notification issued by Ministry of Corporate Affairs dated 19th of March, 2015 with reference to the Companies (Management and Administration) Rules, 2014, Companies covered under Chapter XB and Chapter XC as per SEBI (ICDR) Regulations, 2009 will be exempted from E-Voting provisions. Company is covered under Chapter XB as it is a SME Company and listed on SME platform of BSE Limited. Therefore, Company is not providing E-Voting facility to its shareholders.
10. Copies of the Annual Report will not be distributed at the Annual General Meeting. Members are therefore, requested to bring their copies of the Annual Report to the Meeting.
11. All the work related to share registry in terms of both physical and electronic are being conducted by Company's Registrar & Transfer Agent i.e. Skyline Financial Services Private Limited (RTA), D-153A, 1st floor, Okhla Industrial area, Phase I, New Delhi - 10020. The Shareholders are requested to send their communication to the aforesaid address.
12. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their Demat accounts.
13. This notice along with Annual Report for 2023-2024 is being sent to all members of the Company whose name appears in the Register of Members/ list of beneficiaries received from the depositories as on **30<sup>th</sup> August 2024**.
14. The person whose name is recorded in the Register of Members or in the register of beneficial owners maintained by the depositories as on closing of **Friday, September 20, 2024** i.e. cut-off date only shall be entitled to vote at the meeting.
15. The Register of Members and Share Transfer Books shall remain closed from **Monday, September 23, 2024 to Sunday, September 29, 2024** (both days inclusive).
16. Members may pursuant to section 72 of the Companies Act, 2013 read with Rule 19 of the Companies (Share Capital and Debentures) Rules, 2014 file nomination in prescribed form SH- 13 with the respective depository participant.
17. Route map showing directions to reach to the venue of the meeting is given at the end of this Notice.



## JAY KAILASH NAMKEEN LIMITED

### ITEM NO.02 DIRECTOR RETIRE BY ROTATION

Details of the Directors seeking appointment and re-appointment at the 03<sup>rd</sup> Annual General Meeting of the company:

Name of the Director	Mr. Neel Narendrabhai Pujara
DIN	09221477
Nature	Re-appointment as Managing Director (Retire by rotation)
Date of Birth	22/05/1997
Qualification	He holds Matriculation degree from Gujarat Secondary and Higher Secondary Education Board
Date of Appointment	30/06/2021 as Director 27/06/2022 as Managing Director
Expertise in Specific Functional area	Experience of More than 3 years in the field of overall administration
Directorship held in another Public Limited Company	NA
No. of Shares Held (As on 31.03.2024)	2,372,031 Equity Shares
List of other Companies in which Directorship are held	1. DEEVA GIFT ARTICLES (OPC) PRIVATE LIMITED CIN: U74999GJ2022OPC129169
Chairmanship or membership on other companies	NA



## JAY KAILASH NAMKEEN LIMITED

### ATTENDANCE SLIP

#### 03<sup>rd</sup> ANNUAL GENERAL MEETING

Shareholders attending the Meeting in person or by Proxy are requested to complete the attendance slip and hand it over at the entrance of the meeting hall.

DPID	Client ID	Folio No.	No. of Shares

Full name of Member/Proxy: \_\_\_\_\_

(In Capital Block)

Address: \_\_\_\_\_

Name of Proxy: \_\_\_\_\_

(To be filled in, if the proxy attends instead of the member)

I hereby record my presence at the 03<sup>rd</sup> Annual General Meeting of the members of JAY KAILASH NAMKEEN LIMITED will be held on Monday, September 30, 2024, at 04:00 P.M. at its registered office of the company

\_\_\_\_\_  
SIGNATURE OF THE ATTENDING MEMBER/PROXY

#### NOTE:

1. Member / Proxy holder wishing to attend the meeting must bring the Attendance Slip duly signed to the meeting and hand, it over at the entrance.
2. In the case of joint holders, the vote of the senior who tenders a vote, whether in person or by Proxy, shall be accepted to the exclusion of the vote of the other joint holders. Seniority shall be determined by the order in which the names stand in the Register of Members.



# JAY KAILASH NAMKEEN LIMITED

FORM NO. MGT-11

PROXY FORM

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

Name of the Member (s):	
Registered Address:	
E-mail Id:	
Folio No. / Client Id:	
*DP ID:	

I/We, being the member (s) of ..... shares of the above-named company, hereby appoint

01. Name: ..... Address:  
.....  
..... E-mail Id:  
.....

02. Name: ..... Address:  
.....  
..... E-mail Id:  
.....

03. Name: ..... Address:  
.....  
..... E-mail Id:  
.....

Signature: .....

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 03<sup>rd</sup> Annual General Meeting of the members of JAY KAILASH NAMKEEN LIMITED will be held on Monday, September 30, 2024, at 04:00 P.M. at its registered office of the company and at any adjournment thereof in respect of such resolutions as are indicated below:

Sr No.	RESOLUTION	FOR	AGAINST
1.	To Consider and adopt the financial Statement of the Company for the financial year ended March 31, 2024 and reports of Board of Directors and Auditor thereon		



## JAY KAILASH NAMKEEN LIMITED

2.	To appoint Mr. Neel Narendrabhai Pujara (DIN: 09221477), Director of the Company, who retires by rotation and being eligible, offers himself for re-appointment.		
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Signed this..... day of ....., 2024.

Affix  
Revenue  
Stamp  
Signature

\_\_\_\_\_  
Signature of Shareholder

\_\_\_\_\_  
Signature of Proxy

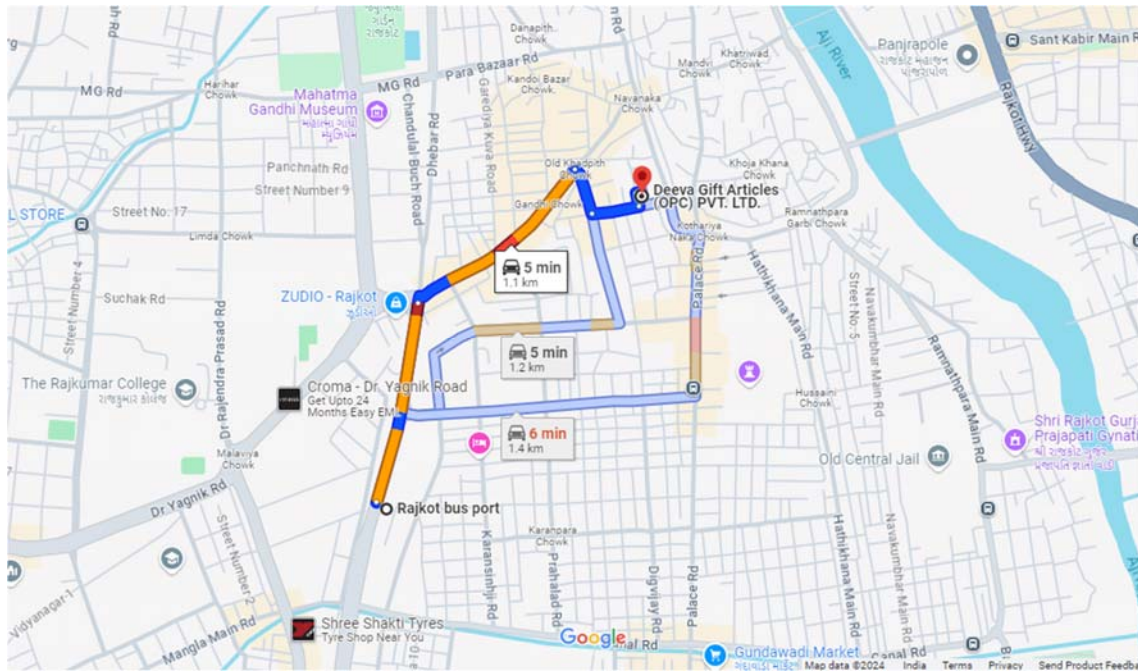
### Notes: -

1. This form should be signed across the stamp as per specimen signature registered with the Company.
2. The Proxy, to be effective, should be deposited at the registered office of the Company not less than 48 hours before the commencement of the meeting.
3. A proxy need not be a member of the Company.
4. A person can act as proxy on behalf of members not exceeding fifty and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. A member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.
5. Please put a '✓' in the appropriate column against the resolutions indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all the resolutions, your Proxy will be entitled to vote in the manner as he/ she thinks appropriate. This is only optional.

**\*Applicable for Investors holding shares in demat form.**

## JAY KAILASH NAMKEEN LIMITED

### Route map to the Venue of 03<sup>rd</sup> Annual General Meeting



#### Venue of the EGM:

DEEVA HOUSE, FOURTH FLOOR, DIWANPARA 11/12 CORNER, RAJKOT - 360001, GUJARAT