

ENERGY INFRATECH PRIVATE LIMITED

Registered Office: Ground Floor, Block A, 14, Factory Road, Safdarjung, New Delhi-110029
Tel: 011-46052677 Fax: 011-26182460 · Corporate Identity No.: (CIN) - U40101DL2004PTC148280
Website: www.energyinfratech.com · Email: info@energyinfratech.com

NOTICE

Notice is hereby given that the 16th Annual General Meeting of the Members of **Energy Infratech Private Limited** will be held on Wednesday, December 30, 2020 at 3.00 p.m IST through Video Conferencing ("VC")/Other Audio Visual Means ("OAVM") to transact the following business:

Ordinary Business:

Item No.1 – Adoption of Audited Standalone Financial Statements

To receive, consider and adopt the Audited Standalone Financial Statements of the Company for the Financial Year ended March 31, 2020 together with the Reports of the Board of Directors and Auditor thereon.

Item No.2 – Adoption of Audited Consolidated Financial Statements

To receive, consider and adopt the Audited Consolidated Financial Statements of the Company for the Financial Year ended March 31, 2020 together with the Report of the Auditor thereon.

Item No.3 – Appointment of Statutory Auditor of the Company

To re-appoint the Statutory Auditor of the Company, and to fix their remuneration.

By Order of the Board of Directors


Krishnendu Acharya
Company Secretary &
Assistant Manager(Finance)



New Delhi

Date: December 08, 2020

Registered Office:

Ground Floor, Block A, 14 Factory Road,
Safdarjung, New Delhi-110029
Tel: 011-46052677
Fax: 011-26182460,
CIN: U40101DL2004PTC148280
Website: www.energyinfratech.com
Email: info@energyinfratech.com

NOTES:

- a. In view of the global outbreak of COVID-19 pandemic, the Ministry of Corporate Affairs ('MCA') has vide its General Circular No. 20/2020 dated May 5, 2020 in relation to 'Clarification on holding of Annual General Meeting (AGM) through video conferencing (VC) or other audio visual means (OAVM) read with General Circular No. 14/2020 dated April 8, 2020 and the General Circular No. 17/2020 dated April 13, 2020 in relation to 'Clarification on passing of Ordinary and Special resolutions by Company under Companies Act, 2013 and the rules made thereunder on account of threat posed by COVID-19' (collectively referred to as 'MCA Circulars') permitted the holding of the AGM through VC or OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act and MCA Circulars, the 16th AGM of the Company is being held through VC/OAVM.
- b. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013, in regard to the business as set out in the Notice above, is annexed with the Notice.
- c. **Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars through VC/OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.**
- d. The Members can join the AGM in the VC/OAVM mode 15 minutes before and 15 minutes after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice.
- e. The Members can cast their votes at the following email address if a poll is required to be taken during the meeting on any resolution.
Email id: info@energyinfratech.com
- f. Corporate members intending to send their authorized representatives to attend the Meeting are requested to send a certified copy of the Board Resolution to the Company, authorizing their representative to attend and vote on their behalf at the meeting.
- g. Members attending the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
- h. All documents referred to in Notice and other applicable documents will also be available for electronic inspection without any fee by the members from the date of circulation of this Notice upto the date of AGM i.e. December 30, 2020. Members seeking to inspect such documents can send an email to info@energyinfratech.com
- i. Members may also note that the Notice of the 16th AGM will also be available on the Company's website,

INSTRUCTION FOR ATTENDING THE ANNUAL GENERAL MEETING THROUGH VC

Please follow the below steps for participation

Step – 1

Click "[Click here to join the meeting](#) " provided in the email of 'Notice of the AGM'.

Step – 2

After clicking a Web page will open as below;



How do you want to join
your Teams meeting?



Download the Windows app

Use the desktop app for the best experience.



Continue on this browser

No download or installation required.



Open your Teams app

Already have it? Go right to your meeting.

Step – 3

If you have the Teams app – Click "**Open your Teams app**"

If you do not have the Teams app – Click "**Continue on this browser**".

Step – 4

Click "**Join Now**" link to join the virtual AGM

General Guidelines for VC participation

1. The Members can join the AGM in the VC/OAVM mode 15 minutes before and 15 minutes after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice.
2. Members can participate in the AGM through their desktops / smartphones / laptops etc. However, for better experience and smooth participation, it is advisable to join the meeting through desktops / laptops with high-speed internet connectivity.
3. Please note that participants connecting from mobile devices or tablets, or through laptops via mobile hotspot may experience audio / video loss due to fluctuation in their respective networks. It is therefore recommended to use a stable Wi-Fi or LAN connection to mitigate any of the aforementioned glitches.

By Order of the Board of Directors

Krishnendu Acharya

Company Secretary &
Assistant Manager(Finance)



New Delhi

Date: December 08, 2020

Registered Office:

Ground Floor, Block A, 14 Factory Road, Safdarjung, New Delhi-110029

Tel: 011-46052677 Fax: 011-26182460,

CIN: U40101DL2004PTC148280

Website: www.energyinfratech.com, Email: info@energyinfratech.com

EXPLANATORY STATEMENT

Item No. 3

Members of the Company at the AGM held on August 12, 2015 approved the appointment of M/s. Deloitte Haskins & Sells, Chartered Accountants, (Firm Registration no. 008072S), as the Statutory Auditor of the Company for a period of five years commencing from the conclusion of the 11th AGM held on August 12, 2015 until the conclusion of 16th AGM of the Company to be held in the year 2020 based on their qualification and experience. M/s Deloitte shall retire at the ensuing Annual General Meeting. Further, the Company has received certificate u/s 141 of the Companies Act, 2013 confirming their eligibility for re-appointment as Statutory Auditor of the Company.

Therefore, for the Financial Year 2020-21 and onwards the Board of Directors of the Company has recommended the re-appointment of M/s Deloitte Haskins & Sells, Chartered Accountants, (Firm Registration No. 008072S), as the Statutory Auditor of the Company. M/s Deloitte Haskins & Sells, Chartered Accountants, will hold office for a period of five consecutive years from the conclusion of this 16th AGM till the conclusion of the 21st Annual General Meeting to be held in the year 2025, subject to the approval of the shareholders of the Company.

Therefore, the shareholders are requested to consider and if thought fit, to pass the following resolution as Ordinary Resolution:

"RESOLVED THAT, pursuant to Section 139 and 142 and other applicable provisions of the Companies Act, 2013 and the Rules made thereunder, as amended from time to time, pursuant to the recommendation of the Board, M/s Deloitte Haskins & Sells, Chartered Accountants, (Firm Registration No. 008072S), be and is hereby re-appointed as the statutory auditor of the Company, to hold office for a period of five consecutive years commencing from the financial year 2020-21, on a remuneration that may be determined by the Company in consultation with the Auditors."

No director, key managerial personnel or their relatives is interested in or concerned with the resolution in Item No. 3.

The Board recommends the resolution set forth in Item No. 3 for the approval of members.

By Order of the Board of Directors


Krishnendu Acharya

Company Secretary &
Assistant Manager(Finance)



New Delhi

Date: December 08, 2020

Registered Office:

Ground Floor, Block A, 14 Factory Road,
Safdarjung, New Delhi-110029

Tel: 011-46052677 Fax: 011-26182460,

CIN: U40101DL2004PTC148280

Website: www.energyinfratech.com

Email: info@energyinfratech.com