

## **KAKINADA SEAPORTS LIMITED**



Registered Office: 1st Floor, D No:54-14/8-36, Plot No-17, Road No:2,  
Bharathi Nagar, Vijayawada, Krishna District – 520 008 Andhra Pradesh  
CIN: U24239AP1998PLC098093 Tele Fax: 0866-2473747

**Website:** [www.kakinadaseaports.in](http://www.kakinadaseaports.in) **e-mail:** [mailhyd@kakinadaseaports.in](mailto:mailhyd@kakinadaseaports.in)

Dear Members,

### **Invitation to attend the 22<sup>nd</sup> Annual General Meeting on Monday, 14<sup>th</sup> September, 2020.**

You are cordially invited to attend the 22<sup>nd</sup> Annual General Meeting on Monday, 14<sup>th</sup> September, 2020 at 10:00 AM IST through video conferencing. The notice convening the Annual General Meeting is attached herewith. In order to enable ease of participation of the Members, we are providing below the key details regarding the meeting for your reference:

<b>S.No.</b>	<b>Particulars</b>	<b>Details</b>
1.	<b><u>Weblink to access e-AGM</u></b>	Members may attend the AGM through Video Conferencing ('VC')/ Other Audio Visual Means ('OAVM') by accessing the link <a href="https://kakinadaseaports.in/?page_id=1008">https://kakinadaseaports.in/?page_id=1008</a>
2.	Helpline numbers for VC/OAVM participation / technical assistance before or during AGM	Contact Mr. Raju- 9866556687 Ms. Susri - 7093995129
3.	Contact details of Company Secretary	Mrs. Vibha Jain <a href="mailto:vibha@kakinadaseaports.in">vibha@kakinadaseaports.in</a> Mob: 9866556701
4.	Instructions for attending the AGM through VC	<ol style="list-style-type: none"><li>1. 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.</li><li>2. Members are encouraged to join the Meeting using Google Chrome (preferred browser), Safari, Internet Explorer, Microsoft Edge or Mozilla Firefox 2</li><li>3. Members will be required to grant access to the web-cam to enable two-way video conferencing</li><li>4. 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.</li></ol>

Yours truly,

  
Mrs. Vibha Jain  
Company Secretary

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### **NOTICE**

Notice is hereby given that the Twenty Second Annual General Meeting of Kakinada Seaports Limited will be held Monday, 14<sup>th</sup> September, 2020 at 10:00 AM IST in accordance with the applicable provisions of the Companies Act, 2013 read with MCA General Circular No. 20/2020,14/2020 and 17/2020 dated 5<sup>th</sup> May, 2020, 8<sup>th</sup> April, 2020 and 13<sup>th</sup> April, 2020 respectively, through Video Conferencing ('VC')/Other Audio Visual Means ('OAVM') facility to transact the following business:

#### **ORDINARY BUSINESS:**

1. To receive, consider and adopt the Standalone and consolidated Audited Balance Sheet as at 31<sup>st</sup> March, 2020 and the Statement of Profit & Loss for the year ended on that date and the Reports of the Directors and Auditors thereon.
2. To appoint a Director in place of Mrs. K. Navatha (DIN 00782691), who retires by rotation and, being eligible, offers herself for reappointment.

**By order of the Board of Directors  
For Kakinada Seaports Limited**

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

**Place: Hyderabad**

**Vibha Jain  
Company Secretary  
M. No 19304**

#### **NOTES**

1. In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs ('MCA') has vide its circular dated 5 May 2020 read with circulars dated 8 April 2020 and 13 April 2020 (collectively referred to as 'MCA Circulars') permitted the holding of the Annual General Meeting ('AGM') through VC/OAVM facility, without the physical presence of the members at a common venue. In compliance with the provisions of the Companies Act, 2013 (the 'Act') and MCA Circulars, the AGM of the Company is being conducted through VC/OAVM, hereinafter called as 'e-AGM'.
2. The deemed venue for 22<sup>nd</sup> AGM shall be the registered office of the Company.

3. 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 e-AGM is being held pursuant to the MCA Circulars through VC/OAVM facility, physical attendance of members has been dispensed with. Accordingly, the facility for appointment of proxies by the members will not be available for the e-AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
4. Institutional/Corporate Shareholders (i.e. other than individuals) are required to send a scanned copy (PDF/JPG format) of its Board or governing body Resolution/Authorization etc., authorizing its representative to attend the e-AGM on its behalf and to vote through remote e-voting. The said Resolution/Authorization shall be sent to the Company Secretary by e-mail through its registered e-mail address to [vibha@kakinadaseaports.in](mailto:vibha@kakinadaseaports.in)
5. The Company has enabled the Members to participate at the 22<sup>nd</sup> AGM through the VC facility by accessing the link [https://kakinadaseaports.in/?page\\_id=1008](https://kakinadaseaports.in/?page_id=1008). The instructions for participation by Members are given in the subsequent paragraphs.
6. As per the provisions under the MCA Circulars, Members attending the e-AGM through VC shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
7. Brief details of the director seeking re-appointment, is annexed hereto as per the provisions of the Act.
8. The facility of joining the e-AGM through VC/OAVM will be opened 15 minutes before and will be open upto 15 minutes after the scheduled start time of the e-AGM, i.e. from 09.45 am to 10.15 pm.
9. In terms of section 101 and 136 of the Act, read together with the Rules made thereunder, the prescribed companies may send the notice of annual general meeting and the annual report, including Financial Statements, Board Report etc. by electronic mode. Pursuant to the said provisions of the Act read with MCA Circulars, Notice of the AGM along with the Annual Report 2019-20 is being sent only through electronic mode to those members whose e-mail addresses are registered with the Company. Members may note that the Notice and Annual Report 2019-20 will also be available on the Company's website at <https://kakinadaseaports.in/wp-content/uploads/2013/12/annualreport1920.pdf>
10. To receive shareholders' communications through electronic means, including Annual Reports and Notices, members are requested to kindly register/update their e-mail address with their respective depository participant, where shares are held in electronic form. Where shares are held in physical form, members are advised to register their e-mail address by sending e-mail to [vibha@kakinadaseaports.in](mailto:vibha@kakinadaseaports.in). Members are requested to register their e-mail id and support our commitment to environmental protection by choosing to receive the Company's communication through e-mail going forward.
11. The members who have not yet registered their e-mail ids with the Company may contact on (e-mail) [vibha@kakinadaseaports.in](mailto:vibha@kakinadaseaports.in) or (phone no.) Mob: 9866556701, for registering their e-mail ids on or before 30<sup>th</sup> August, 2020. The Company shall send the Notice to such members whose e-mail ids get registered within the aforesaid time enabling them to participate in the meeting and cast their votes.

12. If there is any change in the e-mail ID already registered with the Company, members are requested to immediately notify such change to the Company or its RTA in respect of shares held in physical form and to DPs in respect of shares held in electronic form.
13. In accordance with the MCA circulars, the following registers shall be made accessible for inspection through electronic mode, which shall remain open and be accessible to any member during the continuance of the meeting:
  - i) Register of contracts or arrangements in which directors are interested under section 189 of the Act.
  - ii) Register of Directors and Key Managerial Personnel and their shareholding under section 170 of the Act.
14. For ease of conduct, members who would like to ask questions/express their views on the items of the businesses to be transacted at the meeting can send in their questions/comments in advance to [vibha@kakinadaseaports.in](mailto:vibha@kakinadaseaports.in) under subject "Queries-22<sup>nd</sup> AGM of Kakinada Seaports Limited" during the period starting from 1<sup>st</sup> September, 2020 (9.00 a.m.) upto 12<sup>th</sup> September, 2020 (5.00 p.m.) mentioning their name, demat account no./Folio no., e-mail Id, mobile number etc. The queries may be raised precisely and in brief to enable the Company to answer the same suitably depending on the availability of time at the meeting.
15. Since the meeting will be conducted through VC/OAVM facility, the Route Map is not annexed in this Notice.

**ANNEXURE TO THE NOTICE FOR 22<sup>nd</sup> AGM**

<b>Particulars/ Name</b>	<b>Mrs. K. Navatha</b> (DIN: 00782691) (Re-appointment)
Age	52 Years
Qualifications	Master of Arts (MA)
Experience	Mrs. Navatha is an entrepreneur with many years of experience in diverse fields of business. Apart from Kakinada Seaports Ltd., she is a director on the Board of many companies including Belair Logistics Private Ltd., United Port Services Private Ltd., Veda Infra Projects (India) Pvt. Ltd., and Kakinada Infrastructure Holdings Pvt. Ltd among others. Her experience in infrastructure and Logistics related companies will bring an added advantage to the Company.
Remuneration, if any	Nil
First Appointment on the Board	08/03/2011
Shareholding in Company	20 Shares
Relationship with other Directors/ KMP	Spouse of Mr. K. V Rao, CMD
No. of Meetings attended in the year	8
Other Directorships	<ol style="list-style-type: none"><li>1. United Port Services Private Limited</li><li>2. Belair Logistics Private Limited</li><li>3. Kakinada Infrastructure Holdings Pvt. Ltd.</li><li>4. Veda Infra Projects (India) Pvt. Ltd.</li><li>5. TXN Services Pvt. Ltd.</li></ol>
Membership in Committees in other Boards	<ul style="list-style-type: none"><li>• United Port Services Private Ltd.: Member- CSR Committee</li><li>• Belair Logistics Private Ltd.: member- CSR Committee</li></ul>