

Reg. Off: No.24, II Main, Doddanekkundi Industrial Area.

Phase I, Mahadevapura Post, Bangalore-560 048. Ph: 91 - 80 - 28524133 Fax: 91 - 80 - 28524171

E-mail: info@gpl.in, Website: www.gpl.in CIN No. L23209KA1977PLC043357







#### NOTICE OF BOARD MEETING

**Date:** June 04 2021

To, The Board of Directors. **Gujarat Petrosynthese Limited** 

Registered Office Address: 24, II Main, Doddanekkundi Industrial Area, Phase 1, Mahadevapura,

Bangalore, Karnataka -560048.

**Notice: -Meeting of Board of Directors** 

Dear Sir/ Madam,

NOTICE is hereby given that 230<sup>th</sup> meeting of the Board of Directors of Gujarat Petrosynthese Limited ('the Company') is scheduled to be held through Video Conferencing on Friday, June 11 2021 at 11.45 a.m. (IST) at 24, II Main, Doddanekkundi Industrial Area, Phase 1, Mahadevapura, Bangalore-560048 to discuss the business as per agenda enclosed herewith.

The Members of the Board are requested to take note that a facility to attend the meeting vide videoconferencing shall be made available. Necessary arrangements regarding the connectivity through Video Conferencing shall be worked out and communicated.

You are requested to make it convenient to attend the same.

Thanking You,

For Gujarat Petrosynthese Limited

Sd/-

Ms. Pratiksha Parmar

**Company Secretary & Compliance Officer** 

Address: 24, II Main, Doddanekkundi Industrial Area, Phase 1, Mahadevapura, Bangalore, Karnataka-560048.

**Date**: June 04 2021 Place: Bangalore

**Encl:** Agenda for the meeting



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#### **Notes:**

- 1. Due to the ongoing Coronavirus Pandemic, the Board Members and other personnel of the Company are facing restriction with regards to free movement. Therefore, in accordance with the relaxation granted by Ministry of Corporate Affairs vide Circular dated March 19, 2020 and December 31, 2020 read with the Companies (Meetings of Board and its Powers) Amendment Rules, 2020, ("the Rules"), the Company decided to transact the matters which were not allowed through Video Conferencing prior to the commencement of the rules by availing the Exemption. Pursuant to the Amendment in the Companies (Meetings of Board and its Powers) Amendment Rules, 2020, the matters mentioned in Rule 4 (1) of the Companies (Meetings of Board and its Powers) Amendment Rules, 2020, not allowed to be transacted through video conferencing are now allowed due to out-break of COVID-19 and consequent lock down.
- 2. All the recordings of the proceedings of the Board Meeting through Electronic Mode, shall be deemed to be made at the venue of the meeting.
- 3. The Meeting through Video Conferencing will be held in accordance with the Section 173 read with the Companies (Meetings of Board and its Powers) Rules, 2014 (including any amendments, modifications or re-enactments thereto), Secretarial Standards -1 ("Secretarial Standard on Board Meeting"), relevant MCA circulars and notifications.
- 4. For any issues, problems, including technical issues which may arise before, during or after the Meeting, kindly mail us at secretarial@gujaratpetrosynthese.com or contact Ms. Urmi N. Prasad, Contact No. +91-8978956767.
- 5. All Board Members are requested to updated their e-mail IDs with the Company before dispatch of Notice. If done already, then no action is required.
- Members participating in the Meeting through video conferencing shall be counted for the purpose of
  Quorum unless they are to be excluded for any items of business under the provisions of the Act or
  any other law.



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#### **AGENDA**

AGENDA FOR THE 230<sup>TH</sup> MEETING OF THE BOARD OF DIRECTORS OF GUJARAT PETROSYNTHESE LIMITED TO BE HELD THROUGH VIDEO CONFERENCING ON FRIDAT, JUNE 11, 2021 AT 11.45 A.M. (IST) AT 24,II MAIN, DODDANEKKUNDI INDUSTRIAL AREA, PHASE 1, MAHADEVAPURA, BANGALORE- 560048.

- 1) To grant leave of absence to the Directors, if any.
- 2) To confirm and sign the minutes of the previous Board Meeting held on February 12, 2021.
- 3) To take a note of the minutes of the previous Audit Committee Meeting held on February 12, 2021.
- 4) To take a note of the minutes of the previous Stakeholders Relationship Committee Meeting held on February 12, 2021.
- 5) To take a note of the minutes of the previous Nomination and Remuneration Committee Meeting held on February 12, 2021.
- 6) To take note of the minutes of independent directors meeting held on February 12, 2021.
- 7) To take note of the minutes of the meeting of board of Directors of Gujarat Polybutenes Private Limited held on February 12, 2021
- 8) To take note of resolution passed by circulation, if any.
- 9) To take note of following disclosures received by the company
  - a. Disclosures u/s 184(1) of the Companies Act, 2013
  - b. Declarations of Non-Disqualification received under Section 164(2) of the Companies Act, 2013.
  - c. Declaration of Independence by Independent Directors of the Company received under Section 149(6) of Companies Act, 2013.
  - d. Disclosure under Regulation 30(1) and 30(2) of Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 with regards to the Shareholding of Promoters of the Company:
  - e. To take note of the disclosures u/r 31(4) of the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 with regard to encumbrance of Shares along with Persons Acting in Concert (PAC) of the Company.
  - f. To take note of the disclosures received from designated persons under Code of Conduct of the Company.
  - g. Declaration pursuant to Schedule B of SEBI (Prohibition of Insider Trading) Regulations, 2015 by Designated Persons.



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- 10) To take note of Share Transfer, Share Transmission, Inter Share Transfer, Name Deletions, Consolidation, and Duplicate shares proceedings as reviewed by Stakeholders Relationship Committee.
- 11) To consider and take on record the Compliance Certificate from the Managing Director for the quarter ended March 31, 2021.
- 12) To Review CEO and Chief Financial Officer (CFO) Certificate pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for the quarter ended 31<sup>st</sup> March, 2021.
- 13) To consider and approve the draft Audited Standalone & Consolidated Financial Statements of the Company for the financial year ended on 31<sup>st</sup> March, 2021.
- 14) To consider recommendation of the Audit Committee and approve Audited Standalone & Consolidated Financial Results along with Audit Report for the quarter and financial year ended 31<sup>st</sup> March, 2021.
- 15) To take note of the Statutory Audit Report submitted by M/s. Dayal & Lohia for the year ended 31st March, 2021.
- 16) To take note of Related Party Transactions during the quarter ended 31st March 2021.
- 17) To take note of quarterly Compliances under SEBI (Listing Obligations and Disclosure Requirements), Regulations 2015 (Hereinafter referred to as 'SEBI (LODR) Regulations, 2015') for the quarter ended 31st March, 2021.
- 18) To approve authorisation for signing and filing of e-forms with Registrar of Companies or any other statutory authorities.
- 19) To circulate the Notes on the Agenda Items which are in the nature of Unpublished Price Sensitive Information at shorter notice.
- 20) Signing of Register of Contract (MBP-4)
- 21) To take note of the Information to be placed before the Board as per SEBI Listing Regulations
- 22) To review the status of complaints, if any, received under the Whistle Blower Policy and Prevention of Sexual Harassment Policy of the Company during Q4 FY 2020-2021.
- 23) To take note of Applicability of Corporate Governance Provisions of SEBI (Listing obligations and disclosure requirements) Regulation, 2015.
- 24) To avail financial assistance by way of Bills Discounting Facility backed by ILC with Axis Bank Limited.



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25) Any other matter with the permission of the Chair.

Thanking You,

For Gujarat Petrosynthese Limited

Sd/-

Ms. Pratiksha Parmar **Company Secretary & Compliance Officer** 

Address: 24, II Main, Doddanekkundi Industrial Area, Phase 1, Mahadevapura, Bangalore, Karnataka-560048.

**Date**: June 04 2021 Place: Bangalore



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#### NOTES TO AGENDA

NOTES TO AGENDA FOR THE 230<sup>TH</sup> MEETING OF THE BOARD OF DIRECTORS OF GUJARAT PETROSYNTHESE LIMITED TO BE HELD THROUGH VIDEO CONFERENCING ON FRIDAY, MAY 30, 2021 AT 11.45 A.M. (IST) AT 24, II MAIN, DODDANEKKUNDI INDUSTRIAL AREA, PHASE 1, MAHADEVAPURA, BANGALORE, KARNATAKA -560048.

### Item No. 01: To grant leave of absence to the Directors, if any:

Leave of absence may be granted to a member of the Board who conveys his/her inability to attend the meeting. The Board is requested to kindly consider and grant leave of absence to the Director(s) who request for the same.

### <u>Item No. 02: To confirm and sign the minutes of the previous Board Meeting held on February 12, 2021:</u>

The Minutes of the 229<sup>th</sup> Meeting of the Board of Directors held as on February 12, 2021 are enclosed herewith for the perusal of the Board. The Board is requested to confirm on the same and thereafter, the minutes shall be signed by the Chairman of the Meeting.

Pursuant to the Clarification/ Guidance dated April 3, 2020 issued by the Institute of Company Secretaries of India (ICSI), considering the prevailing circumstances it was suggested that since the minutes cannot be signed, the same can be signed and copies of the signed minutes may be circulated to all the Directors once normalcy is restored.

### <u>Item No. 03: To take a note of the minutes of the Audit Committee Meeting held on February 12, 2021:</u>

The Minutes of the 77<sup>th</sup> Meeting of the Audit Committee held on February 12, 2021 are enclosed herewith for the perusal of the Board. The Board is requested to take note of the same.

Pursuant to the Clarification/ Guidance dated April 3, 2020 issued by the Institute of Company Secretaries of India (ICSI), considering the prevailing circumstances it was suggested that since the minutes cannot be signed, the same can be signed and copies of the signed minutes may be circulated to all the Directors once normalcy is restored.



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### <u>Item No. 04: To take a note of the minutes of the Stakeholders Relationship Committee Meeting held on February 12, 2021:</u>

The Minutes of the 60<sup>th</sup> Meeting of the Stakeholders Relationship Committee held on February 12, 2021 are enclosed herewith for the perusal of the Board. The Board is requested to take note of the same.

Pursuant to the Clarification/ Guidance dated April 3, 2020 issued by the Institute of Company Secretaries of India (ICSI), considering the prevailing circumstances it was suggested that since the minutes cannot be signed, the same can be signed and copies of the signed minutes may be circulated to all the Directors once normalcy is restored.

### <u>Item No. 05: To take a note of the minutes of Nomination and Remuneration Committee Meeting held on February 12, 2021:</u>

The Minutes of the 24<sup>th</sup> Meeting of the Nomination and Remuneration Committee held on February 12, 2021 are enclosed herewith for the perusal of the Board. The Board is requested to take note of the same.

Pursuant to the Clarification/ Guidance dated April 3, 2020 issued by the Institute of Company Secretaries of India (ICSI), considering the prevailing circumstances it was suggested that since the minutes cannot be signed, the same can be signed and copies of the signed minutes may be circulated to all the Directors once normalcy is restored.

### <u>Item No. 06: To take note of minutes of the Independent Directors Meeting held on February 12, 2021:</u>

The Minutes of the  $06^{th}$  Meeting of the Independent Directors held on February 12, 2021 are enclosed herewith for the perusal of the Board. The Board is requested to take note of the same.

Pursuant to the Clarification/ Guidance dated April 3, 2020 issued by the Institute of Company Secretaries of India (ICSI), considering the prevailing circumstances it was suggested that since the minutes cannot be signed, the same can be signed and copies of the signed minutes may be circulated to all the Directors once normalcy is restored.

## <u>Item No. 07: To take note of the minutes of the meeting of board of Directors of Gujarat Polybutenes</u> <u>Private Limited held on February 12, 2021:</u>

Members of the board are hereby informed that as per Regulation 24 (3) of SEBI (Listing obligations and disclosure requirements) regulation, 2015 the board of director of listed company shall take note of minutes of the unlisted subsidiary company.



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In Compliance of above, the Minutes of the Meeting of the Board of Directors of Gujarat Polybutenes Private Limited (Wholly owned subsidiary of the Company) held as on February 12, 2021 are enclosed herewith for the perusal of the Board. The Board is requested to confirm on the same and thereafter, the minutes shall be signed by the Chairman of the Meeting.

Pursuant to the Clarification/ Guidance dated April 3, 2020 issued by the Institute of Company Secretaries of India (ICSI), considering the prevailing circumstances it was suggested that since the minutes cannot be signed, the same can be signed and copies of the signed minutes may be circulated to all the Directors once normalcy is restored.

### Item No. 08: To take note of resolution passed by circulation, if any:

The members of the Board are hereby informed that a resolution was passed by Circulation by the Directors of the Company as mentioned below:

a. Granting of no-objection for use of premises taken on lease by the Company to Gujarat Polybutenes Private Limited, the Wholly Owned Subsidiary of the Company. (Date of passing of Resolution: (February 26, 2021)

"RESOLVED THAT the consent of the Board of Directors of the Company be and is hereby accorded for grant of no-objection to the use of premises taken on lease by the Company situated at "Ecstasy, 718, 7th Floor, City of Joy, J.S.D Road, Mulund (W), Mumbai- 400080" as the registered office address of Gujarat Polybutenes Private Limited, the wholly owned subsidiary of the Company with effect from March 5, 2021.

**RESOLVED FURTHER THAT** pursuant to the Provisions of the Section 2(76), (77) and 188 of the Companies Act, 2013 and rules made thereunder and Regulation 2(zb), (zc), (zd) and 23 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 2015, the consent of the Board of Directors of the Company is also accorded for the concerned transaction which is not at Arm's length basis.

**RESOLVED FURTHER THAT** any of the directors of the Company be and are hereby jointly/ severally authorized to take all necessary steps, to file such e-forms with Registrar of Companies and to do all such acts, deeds, matters and things or to sign such documents, deeds, forms which may deem necessary to give effect to the abovementioned resolution."



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### b. Opening a trading and/ or demat (CCRL, COMARIS, NERL) account with M/s Emkay Global Financial Services Ltd.(Date of Passing of Resolution: May 01, 2021)

"RESOLVED THAT the company do agree to open a trading and/ or demat (CCRL,COMARIS,NERL) account with M/s Emkay Global Financial Services Ltd(EGFSL), Member of the National Stock Exchange of India Ltd(NSE), BSE Ltd(BSE) Metropolitan Stock Exchange of India Limited(MSEI, Multi Commodity Exchange (MCX), National Commodity and Derivatives Participant of CDSL Commodity Repository Ltd and NERL of NCDEX and COMRIS of MCX for the purpose of dealing in capital market/ cash Segment/Future and Option/Currency Derivative Segment, Commodity Segment or any other segment that may be introduced at a later stage by any regulator and recognized Exchanges and Depositories and Repositories and their participant in future.

**RESOLVED FURTHER THAT** the said Member(s) be and is/are hereby authorized to honor instructions, oral/written or electronic, given on behalf of the company by any of the under noted authorized signatories

Urmi N Prasad
 Charita Thakkar
 Jt. Managing Director
 Jt. Managing Director

Who are **severally** authorized to sell, purchase, endorse, transfer, negotiate and/or otherwise deal in securities and commodities through M/s Emkay Global Financial Services Ltd, on behalf of the Company.

**RESOLVED FURTHER** to designate company Email id <a href="mailto:mumbai77@gujaratpetrosynthese.com">mumbai77@gujaratpetrosynthese.com</a> to receive all the electronic communications on behalf of company & also Authorize Mrs. Urmi N Prasad and Mrs. Charita Thakkar Jt. Managing Directors/Authorised Signatories of the company having mobile No. 8978956767/9324802524 to receive all the electronic communications and SMS communications on behalf of the company, all the communications sent to us on this email-id shall be legal and binding upon us.

**RESOLVED FURTHER THAT** Mrs. Urmi N Prasad Jt. Managing Director/Authorized Signatory, and/or Mrs. Charita Thakkar Director/Authorized Signatory of the company be and are hereby **severally** authorized to sign, execute and submit such applications, undertakings, agreements and other requisite documents, writings and deeds as may be deemed necessary or expedient to open and close account and give effect to this resolution.



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**RESOLVED FURTHER THAT,** the common seal of the company be affixed, wherever necessary, in the presence of any director who shall sign the same in token of the presence."

c. <u>Approval of Appointment of Authorized Representative of the Company u/s 113 to represent the Company at the meeting of the Secured /Unsecured Creditors of National Company Law Tribunal convened meeting.</u> (Date of passing of Resolution: May 18, 2021)

"RESOLVED THAT pursuant to the provisions of Section 113 of the Companies Act, 2013 Mr. Pradeep Kumar TK (Administration Manager) or failing him Ms. Hema K (Manager Accounts) be and are hereby authorized severally to represent the Company at the meeting of the Secured /Unsecured Creditors of National Company Law Tribunal convened meeting to be held on 24.05.2021 as arising out of the proposed Scheme of Amalgamation between Trishan Metals Private Ltd and IFB Industries Limited of which the Company is a Secured / Unsecured Creditors to vote by e – voting or otherwise for and on behalf of the Company also authorized to do all acts and deeds in connection therewith.

**RESOLVED FURTHER THAT** a copy of the resolution duly certified to be true by a Director of the Company be sent to respective Companies for doing the needful."

The Board is requested to take note of the same.



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### Item No. 09: To take note of following disclosures received by the company:

Members of the Board are hereby requested to consider and take note of the following disclosures received by the company:

Sr. No	Particular of Disclosure	Explanation
A	Disclosures u/s 184(1) of the Companies Act, 2013.	The members of the Board are hereby informed that pursuant to Section 184(1) of the Companies Act, 2013, it is necessary for the board members to disclose their concern or interest, in any Company or companies or bodies corporate, firms, or other association of individuals which shall include the shareholding, in form MBP-1 at the first Board Meeting in every financial year.  Due to Covid-19 pandemic and lockdown situation, the directors have provided their mail confirmation on their interest in other entities.  The signed copies of the disclosures shall be provided upon normalcy of the lockdown conditions.  The members of the Board are requested to take note of the same.
В	Declarations of Non Disqualification received under Section 164(2) of the Companies Act, 2013.	The Board is requested to take note of the declarations in form DIR-8 from all the Directors stating that they are not disqualified to be appointed as Director pursuant to the provisions of section 164(2) of the Companies Act, 2013.  Due to Covid-19 pandemic and lockdown situation, the directors have provided their mail confirmation on their declaration of non-disqualification.  The signed copies of the declarations shall be provided upon normalcy of the lockdown conditions.  The members of the Board are requested to take note of the same.



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С	Declarations given by Independent Directors u/s 149(7) of the Companies Act, 2013 read with SEBI (Listing Obligations and Disclosure Requirements) (Amendment), Regulations, 2018.	Pursuant to Section 149(7) of the Companies Act, 2013 read with Regulation 25 of SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015 ("LODR Regulation") every Independent Director of the Company, in the First Board Meeting is required to submit a Declaration confirming his Independent status in the prescribed format.  The Company has received the Declarations from the Independent Directors of the Company and the same will be placed before the Board members. The Board is requested to take note of the same.  Due to Covid-19 pandemic and lockdown situation, the independent directors have provided their mail confirmation on their declaration of independence.  The signed copies of the declarations shall be provided upon normalcy of the lockdown conditions.  The members of the Board are requested to take note of the same.
D	Disclosure under Regulation 30(1) and 30(2) of Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 with regards to the Shareholding of Promoters of the Company.	The Board is requested to note and take on record the Shareholding of Promoters of the Company as at March 31, 2021 pursuant to Regulation 30(1) and 30(2) of Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 received from Promoters and Promoter Group along with Persons Acting in Concert of the Company.  The disclosure submitted to the Stock Exchange by Ms. Urmi N. Prasad, Promoter of the Company shall be placed before the Board members.
Е	To take note of the disclosures u/r 31(4) of the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 with regard to encumbrance of Shares along with Persons Acting in Concert (PAC) of the Company.	The Board is requested to note and take on record the disclosure submitted by the Promoters of the Company as at March 31, 2021 pursuant to Regulation 31(4) of Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 in relation to encumbrance of Shares.  The disclosure submitted to the Stock Exchange by Ms. Urmi N. Prasad, Promoter of the Company shall be



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		placed before the Board members.
F	To take note of the disclosures received from Designated persons under Code of Conduct of the Company.	The Board is requested to note and take on record the disclosure submitted by the Designated Persons of the Company as at March 31, 2021 pursuant to compliance with code of conduct of the Company as per the provisions of Regulation 9 of Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015.
G	Declaration pursuant to Schedule B of SEBI (Prohibition of Insider Trading) Regulations, 2015 by Designated Persons.	The Board is requested to note and take on record the disclosure submitted by the Designated Persons of the Company as at March 31, 2021 pursuant to compliance with the provisions of Regulation 9 read with Schedule B of Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 in relation to disclosure of names and Permanent Account Number by Designated Persons of the Company.

## <u>Item No. 10: To take note of Share Transfer, Share Transmission, Inter Share Transfer, Name Deletions, Consolidation, and Duplicate shares proceedings as reviewed by Stakeholders Relationship Committee:</u>

The members of the Board are hereby informed that the Stakeholders Relationship Committee has reviewed and confirmed the Share Transfers, Share Transmissions, Inter Share Transfers, Name Deletions, Consolidation, and Duplicate shares proceedings for the quarter ended 31st March, 2021.

The members of the Board are requested to take note of the same.

### <u>Item No. 11: To consider and take on record the Compliance Certificate from the Joint Managing</u> Director for the quarter ended March 31, 2021.:

The members of the Board are hereby informed that the Company had complied with the statutory requirements for the period ended 31<sup>st</sup> march, 2021 under the various legislations as are applicable to the Company.

A certificate received from the Jt. Managing Director supported by the certificate from the Administrative Manager, Mr. Pradeep Kumar shall be tabled before the Board.

The members of the Board are requested to take note of the same.



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## <u>Item No. 12: To review CEO and Chief Financial Officer (CFO) Certificate pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for the quarter ended 31st March, 2021:</u>

The members of the Board are hereby informed that pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Charita Thakkar, CEO and Urmi N Prasad, CFO shall certify that the Audited Standalone and Consolidated Financial Results for the quarter and financial year ended 31<sup>st</sup> march, 2021 do not contain any false or misleading statement or figures and do not omit any material fact which may make the statements or figures contained therein misleading.

Such certificate shall be placed before the members of the Audit Committee for their noting.

### <u>Item No. 13: To consider and approve the Audited Standalone & Consolidated Financial Statements</u> of the Company for the financial year ended on 31<sup>st</sup> March, 2021:

The members of the Board are hereby informed that pursuant to the provisions of section 134 of the Companies Act, 2013 read with the rules made thereunder, the Company has finalized the accounts of the Company for the financial year ended 31st March, 2021.

The audited standalone as well as consolidated financial statements of the Company including Balance Sheet (Statement of Assets and Liabilities), Statement of Profit and Loss and Cash Flow Statement along with the schedules and notes forming part thereto along with the Auditors Report for the Financial Year ended 31<sup>st</sup> March, 2021 as recommended by the Audit Committee shall be placed before the Board for their approval.

The Board shall review the same and pass the following resolution with or without modification(s):

**"RESOLVED THAT** pursuant to the provisions of section 134 of the Companies Act, 2013, the annual standalone as well consolidated Financial Statements consisting of the Balance Sheet including Statement of Assets and Liabilities as on 31st March, 2021, Profit and Loss Account for the financial year ended on that date along with the schedules and notes attached thereto, the cash flow statement for the financial year 31stMarch, 2021 etc. as reviewed and recommended by the Audit committee be and are hereby approved.

**RESOLVED FURTHER THAT** Ms. Urmi N. Prasad and Ms. Charita Thakkar, Joint Managing Directors and Ms. Pratiksha Parmar, Company Secretary of the Company be and are hereby authorized to sign the above-mentioned annual standalone as well as consolidated financial statements of the Company for Financial Year 2020-21.

**RESOLVED FURTHER THAT** the aforesaid signed annual financial statements (standalone as well as consolidated) be submitted to the statutory auditors of the Company for their certification and report thereon.

**RESOLVED FURTHER THAT** any of the directors and Company Secretary of the Company be and are hereby jointly/ severally authorised to or sign any documents, file such forms as may be required with the



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Registrar of Companies and to do such acts, deeds, or things as may be necessary to give effect to the aforementioned resolution."

# Item No.14: To consider recommendation of the Audit Committee and approve Audited Standalone & Consolidated Financial Results along with Audit Report for the quarter and financial year ended 31st March, 2021:

The members of the Board are hereby informed that pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is required to consider and approve quarterly and annual Standalone as well Consolidated Financial Results of the Company.

A draft of Audited Standalone as well as Consolidated Financial Results for the quarter and financial year ended 31<sup>st</sup> March, 2021 along with the Audit Report as furnished by the Statutory Auditors of the Company and recommended by the Audit Committee shall be tabled before the Board of Directors for their consideration and approval.

The members of the Board are requested to pass the following resolution with or without modification(s):

**"RESOLVED THAT** the Audited Standalone and Consolidated Financial Results for the quarter and financial year ended 31stMarch, 2021 along with Audit Report for the audited financial results as recommended by the Audit Committee be and are hereby considered and approved.

**RESOLVED FURTHER THAT** Ms. Urmi N. Prasad, Joint Managing Director of the Company be and is hereby authorized to sign the documents mentioned hereinabove on behalf of the Board of Directors of the Company."

### <u>Item No. 15: To take note of the Statutory Audit Report submitted by M/s. Dayal & Lohia for the year ended 31<sup>st</sup> March, 2021.</u>

The Members of the Board are hereby informed that the Audit report for the Quarter and year ended 31<sup>st</sup> March, 2021 submitted by M/s. Dayal & Lohia, Chartered Accountants, Statutory Auditors of the Company, shall be placed before the Board for their perusal and consideration.

The Members are requested to pass the following resolution with or without modification(s):

"RESOLVED THAT pursuant to the recommendations of the Audit committee of the Board, the Audit report for the Quarter and year ended on 31<sup>st</sup> March, 2021 by M/s Dayal & Lohia, Chartered Accountants, as placed before the Board be and is hereby approved.

**RESOLVED FURTHER THAT** any Director of the Company be and are hereby authorized to sign such forms, returns, and various documents as may be required to be submitted to the Registrar of Companies-Mumbai, and such other authorities as required and to do all the acts, deeds and things which may be



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necessary to give effect to the above said resolution."

### Item No. 16: To take note of Related Party Transactions during the quarter ended 31st March 2021:

The Statement containing list of transactions of Company with the related party entered into during the quarter ended 31<sup>st</sup> March, 2021 shall be tabled before the Board of Directors.

Further pursuant to the SEBI (Listing Obligations and Disclosure Requirements), (Amendment), Regulations, 2018, the listed entities are required to submit to the Stock Exchanges and publish on its website within 30 days from the date of approval of standalone and consolidated financial results for the half year, the disclosures of related party transactions on a consolidated basis, in the format specified in the relevant accounting standards for annual results.

Accordingly, in line with the amendments, the Company would be required to submit the disclosure of related party as well as publish the same on its website.

The members of the Board are requested to take note of the same.

Item No. 17: To take note of quarterly, Half Yearly and Yearly Compliances under SEBI (Listing Obligations and Disclosure Requirements), Regulations 2015 (Hereinafter referred to as 'SEBI (LODR) Regulations, 2015') for the quarter ended 31<sup>st</sup> March, 2021:

The Board of Directors is informed that being a Listed entity, the Company has to comply with various provisions of SEBI (LODR) Regulations, 2015. The status of various intimations/ certificates submitted with the Stock Exchange under SEBI (LODR) Regulations, 2015 for the quarter and year ended 31<sup>st</sup> March, 2021.



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Sr. No.	Particulars	Due date	Annual Compliance Date
1	To take on record Investor Grievance Report under Regulation 13(3) of SEBI (LODR) Regulations, 2015 for the quarter ended 31 <sup>st</sup> March, 2021:  No. of Complaints pending at the beginning of the quarter:	21/04/2021	07/04/2021
	No. of complaints received during the quarter:  No. of complaints Solved during the quarter:  No. of complaints Solved Nil		
	No. of complaints pending at the end of the quarter:		
2	Certificate for Non-Applicability of Corporate Governance under Regulation 27 (2) for the quarter ended 31stMarch, 2021.	15/04/2021	15/04/2021
3	Shareholding pattern under Regulation 31 of SEBI (LODR) Regulations, 2015for the quarter ended 31stMarch, 2021.	21/04/2021	05/04/2021
4	Certificate under Regulation 74 (5) of the SEBI [Depositories and Participants] Regulations, 2018 for the Quarter ended 31st March, 2021.	15/04/2021	06/04/2021
5	Reconciliation of Share Capital Audit Report under Regulation 76 of SEBI (Depository & Participant) Regulations, 2018 for the quarter ended 31st March, 2021.	30/04/2021	15/04/2021
6	Certificate under Regulation 40(9) of SEBI (LODR) Regulations, 2015 for date of lodgement for transfer, subdivision, consolidation, renewal, exchange or endorsement of calls/allotment monies for the half year ended 31 <sup>st</sup> March, 2021.	30/04/2021	15/04/2021
7	Non-applicability of disclosures to be made by Large entities Pursuant to SEBI Circular SEBI/HO/DDHS/CIR/P/2018/144 dated 26th November, 2018	Initial Disclosure: 30/04/2021	Initial Disclosure: 26/04/2021



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		Annual Disclosure:	Annual Disclosure:
		15/05/2021	26/04/2021
8	Certificate regarding maintenance of physical & electronic data transfer facilities at Registrar & Transfer Agent ('RTA') under Regulation 7(3) of SEBI (LODR) Regulations, 2015	30/04/2021	14/04/2021

The necessary reports and acknowledgements will be placed before the Board.

The members of the Board are requested to take note on the above Compliances.

### <u>Item No.18: To approve authorisation for signing and filing of e-forms with Registrar of Companies</u> or any other statutory authorities:

The members of the Board are hereby informed that the Company has proposed to authorize any of the directors or Ms. Pratiksha Parmar, Company Secretary and Compliance officer of the Company on behalf of the Board to sign and file various e-Forms, returns, documents, etc. with Registrar of Companies or any other statutory authorities under the Companies Act, 2013.

The Board is requested to consider the same and pass the following resolution with or without modification(s):

"RESOLVED THAT pursuant to the provisions of the Companies Act, 2013, the consent of the board of directors of the Company be and is hereby accorded to authorize all/ any of the directors of the Company, i.e. Ms. Urmi Prasad, Ms. Charita Thakkar and/ or Ms. Pratiksha Parmar, Company Secretary and Compliance officer of the Company to sign, execute, arrange, file, for and on behalf of the Company, all the necessary eforms, returns, documents, agreements, affidavits, undertakings, disclosures/ forms, and any other documents with the Registrar of Companies and any other statutory/ regulatory authorities, including State and Central Government, as required under the Companies Act, 2013 and rules made thereunder and other relevant applicable law."

### <u>Item No. 19: To circulate the Notes on the Agenda Items which are in the nature of Unpublished Price Sensitive Information at shorter notice:</u>

The members of the Board are hereby informed that pursuant to Secretarial Standards on Board Meeting issued by the Institute of Company Secretaries of India, the Agenda and Notes on Agenda shall be given to the Directors at least seven days before the date of the Meeting. However, general consent for giving notes on Agenda which are in the nature of Unpublished Price Sensitive Information (**UPSI**) at a shorter notice



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may be taken at in the first meeting of the Board held in each financial year and also whenever there is any change in Directors. Following business is ordinarily considered as UPSI:

- Financial Results
- Dividends
- Change in Capital Structure
- Mergers, de-mergers, acquisitions, delisting, disposals and expansion of business and such other transactions
- Changes in Key Managerial Personnel
- Other material developments/events as per listing requirements

Where general consent has not been taken, the requisite consent shall be taken before the concerned items are taken up for consideration at the meeting.

In view of above, the Board is requested to consider giving general consent for providing shorter notice of Agenda and notes thereon for considering UPSI and if approved pass the following draft resolution:

"RESOLVED THAT pursuant to the Secretarial Standards issued by the Institute of the Company Secretaries of India on the "Meetings of the Board of Directors" as amended, general consent of the Board of Directors be and is hereby accorded for giving notes on Agenda which are in the nature of Unpublished Price Sensitive Information at a shorter notice.

**RESOLVED FURTHER THAT** the following business agenda items be considered as Unpublished Price Sensitive Information:

- Financial Results
- Dividends
- Change in Capital Structure
- Mergers, de-mergers, acquisitions, delisting, disposals and expansion of business and such other transactions
- Changes in KMPs
- Other material developments/events as per listing requirements

**RESOLVED FURTHER THAT** any of the directors of the Company or Ms. Pratiksha Parmar, the Company Secretary and Compliance officer of the Company, be and is hereby authorized to give effect to this resolution."

### <u>Item No. 20: To Sign the Register of Contract (MBP-4)</u>

The Chairperson to inform the Board to review the register of contracts (MBP-4) and the sign the same.

The Board is requested to review and approve the said transactions and if thought fit pass the following resolution:



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**"RESOLVED THAT** pursuant to the provisions of section 189 of the Companies Act, 2013 read with section 184, 188 of the Companies Act, 2013 and Rule 16 of the Companies (Meetings of Board and its power) Rules, 2014, register of contracts in Form MBP-4 maintained by the Company, be and is hereby approved by the Board.

**RESOLVED FURTHER THAT** Ms. Urmi N. Prasad, Managing Director of the Company be and are hereby authorized to sign the Form MBP-4 (Register of Contracts).

**RESOLVED FURTHER THAT** Ms. Urmi N. Prasad, Managing Director of the Company be and are hereby severally authorized to do all such acts, deeds, things and matters as may be necessary to give effect to the aforesaid resolution.

**RESOLVED FURTHER THAT** a certified true copy of the above resolution signed by any one of the Directors or the Company Secretary of the Company be furnished to the concerned authorities as and when required."

Since, all the Directors are attending the meeting through video conferencing, the Form MBP-4 (Register of Contracts) shall be deemed to have been approved by them and shall be signed once the normalcy is restored.

### <u>Item No. 21: To review the status of complaints, if any, received under the Whistle Blower Policy and Prevention of Sexual Harassment Policy of the Company during Q4 FY 2020-2021</u>

The Board is informed that pursuant to the provisions of Section 177 of the Companies Act, 2013, the Company has constituted a Vigil Mechanism Committee to report any unethical and illegal behavior or practices to the forefront and accordingly has adopted a Vigil Mechanism Policy.

In view of the above, the Board is informed that there was **No** case pertaining to vigilance, for the period ended March 2021.

Further, the Board is informed that there were **No** cases pertaining to Prevention of Sexual Harassment for the period March 2021.

The Board to take note of the same.

### <u>Item No. 22: To take note of Applicability of Corporate Governance Provisions of SEBI (Listing obligations and disclosure requirements) Regulation, 2015.</u>

Member of the Board are hereby informed that as per Regulation 15 of the SEBI (LODR) Regulations, 2015 Provisions of Corporate governance shall be applicable to listed entity having paid up capital exceeding than 10 crore or net worth exceeding 25 crore.



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If any of the above criteria is getting applicable to the company, then company shall have to comply provisions of the Corporate governance mentioned under regulations  $17,\,17A,18,\,19,\,20,\,21,22,\,23,\,24,\,24A,\,25,\,26,\,27$  and clauses (b) to (i) of sub-regulation (2) of regulation 46 and para C , D and E of Schedule V.

As on March 31, 2021 net worth of the company exceeds Rs. 25 crore and therefore, the Company is required to comply with the provisions of Corporate Governance from the financial year 2021-

The Company is in process to comply with above mentioned Corporate Governance regulations in true letter and spirit for financial year 2021-22

Members of the Board are requested to take note of the same.

### Item No. 23: To avail financial assistance by way of Bills Discounting Facility backed by ILC with Axis Bank Limited.

The members of board are hereby informed the Board that the Company had approached AXIS Bank Ltd, CBB, Bangalore for availing financial assistance by way of **Bills Discounting Facility backed by ILC**. The Bank had agreed to sanction the said financial facilities vide its sanction letter no. **AXISB/CBG/SEG/BLR-WHT/243/2020-21** The said sanction letter shall be placed before the board for their perusal. Members of the board are requested to pass following resolution unanimously -

"RESOLVED THAT pursuant to section 179, 180 (1) (c) of the companies Act, 2013 and rule made thereunder the approval of the Board be and is hereby accorded to avail financial assistance from AXIS Bank Ltd, CBB, Bangalore for the amount not exceeding in the aggregate, Rs. 2,00,00,000,/- (Rupees 2 Crore Only), in terms of the Bank's sanction letter no. AXISB/CBG/SEG/BLR-WHT/243/2020-21, as placed before the Board."

"FURTHER RESOLVED THAT the said financial facility be and is hereby availed in the form and manner as detailed hereunder or in any other form as may be mutually agreed upon (including sub limits, interchangeability between the limits), within the overall limit of Rs. 2,00,00,000, /- (Rupees 2 Crore Only),

Particular of Credit Limit	Amount (Rs. In Crores)
Bills Discounting Facility backed by ILC/FLC	Rs. 2,00,00,000

"FURTHER RESOLVED THAT the approval of the Board be and is hereby given to provide/furnish such security to the Bank for availing the said facility as may be required by the Bank on such assets of the Company as stipulated in the aforesaid sanction letter"



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"FURTHER RESOLVED THAT Ms. Urmi N. Prasad (Joint Managing Director), Ms. Charita Thakkar (Joint Managing Director), Mr. Pradeep Kumar TK (Administration Manager) and Ms. Hema K (Manager Accounts) of the Company be and are hereby severally authorised to sign, execute and deliver all the documents of the Company as may be necessary for the proper availing of the said facility and as may be required by the Bank and further to furnish, sign, execute and deliver such indemnities and/or declarations and/or affidavits on behalf of the Company in favour of the Bank as may be required by the Bank in any matter related hereto and generally to do all such acts and deeds as may be necessary for the availing the said financial facility and for all matters connected therewith and/or incidental thereto, including delegating the powers to execute documents by way of a Power of Attorney, if necessary."

"FURTHE RESOLVED THAT the following persons are authorized to operate the limits till any further change is notified:

- 1) Ms. Urmi N. Prasad (Joint Managing Director)
- 2) Ms. Charita Thakkar (Joint Managing Director)
- 3) Mr. Pradeep Kumar TK (Administration Manager)
- 4) Ms. Hema K (Manager Accounts)

and that the said bank be and is hereby authorized to honour cheques, bills of exchange, and promissory notes drawn, accepted or made on behalf of the Company and to act on any instructions to be given by them, jointly or severally relating to such accounts/limits, whether the same be overdrawn or not, relating to the transactions of the Company,

**"FURTHER RESOLVED THAT** a Certified True Copy Of this Resolution be furnished to the Bank by any of the Director or Company Secretary and Compliance officer of the Company.

### Item No. 25: Any other matter with the permission of the Chair:

Any other matter shall be taken in the meeting with the permission of the Chairman and majority of the Directors present at the meeting.

In terms of Secretarial Standards-1 on Board Meetings, any item not included in the agenda may be taken up for consideration with the permission of the Chairman and with the consent of majority of Directors present at the meeting.



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### For Gujarat Petrosynthese Limited

Sd/-

Ms. Pratiksha Parmar Company Secretary & Compliance Officer

**Address:** 24, II Main, Doddanekkundi Industrial Area, Phase 1, Mahadevapura, Bangalore, Karnataka-560048.

**Date**: June 04, 2021 **Place:** Bangalore