

24TH ANNUAL REPORT 2002 - 2003

ANNUAL GENERAL MEETING ON

Monday, 29th September, 2003 at 2.30 p.m. at Hotel Sai Palace, Mumbai - Agra Road, Opp. CIDCO, Nashik - 422 009.

As a measure of economy, copies of the Annual Report will not be distributed at the Annual General Meeting. Shareholders are requested to kindly bring their copies to the Meeting.

BOARD OF DIRCTORS

N. K. JAGASIA

C. V. KADVEKAR R. S. MEDHI P. S. CHOPDE T. RAMARAJU

MANAGEMENT

R. K. DAMANIA

U.S. NANIWADEKAR

P. E. THOMAS KUTTY

Chairman & Managing Director Wholetime Director Wholetime Director Director Director

> General Manager (Projects) General Manager (Projects) General Manager (Projects)

BANKERS

BANK OF INDIA DENA BANK

ICICI BANK LTD.

AUDITOR

CHOKSI & CHOKSHI Chartered Accountants Mumbai 400 020

REGISTERED OFFICE

N-44/CB2/1/6,4th Scheme, CIDCO, Trimurthy Chowk, Nasik - 422 009.

HEAD OFFICE

'ARTSON HOUSE' 16-17, MOTI BAUG, CHEMBUR, MUMBAI - 400 071.

PLANT

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26 27 PLOT NO D-5, MIDC AMBAD, NASHIK 422 010.

REGISTRARS

SHAREPRO SERVICES SATAM INDL. ESTATE, 3RD FLOOR,

- CARDINAL GRACIOUS ROAD, CHAKALA,
- ANDHERI (E), MUMBAI 400 099.

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NOTICE

NOTICE is hereby given that the TWENTY FOURTH ANNUAL GENERAL MEETING of the Company will be held at Hotel Sai Palace, Mumbal-Agra Road, Opp. CIDCO, Nashik – 422 009, on Monday, 29th September, 2003 at 2.30 p.m. to transact the following business :

- To receive, consider and adopt the Audited Balance Sheet as at 31st March, 2003 and the Profit and Loss Account for the year ended on that date and the Reports of Directors and Auditors thereon.
- To appoint a Director in place of Mr.R. S. Medhi who retires by rotation and is eligible for reappointment.
- 3. To appoint a Director in place of Mr. T. Ramaraju who retires by rotation and is eligible for reappointment.
- 4. To appoint Auditors and fix their remuneration.

SPECIAL BUSINESS

 To consider and if thought fit, to pass with or without modification (as may be permissible). The following resolution as a Special Resolution.

"RESOLVED that the Company hereby accords its approval and consent under the provision of "Securities And Exchange Board of India, (Delisting of Securities) Guidelines – 2003, "Companies Act, 1956, and all other applicable statutory provisions, if any, to the voluntary Delisting of Company's Shares from Delhi Stock Exchange, Madras Stock Exchange and Ahmedabad Stock Exchange.

RESOLVED FURTHER that the Board of Directors of the Company be authorized to take necessary steps in accordance with the guidelines in force from time to time to give effect to the above resolution."

By Order of the Board,

N. K. JAGASIA Chairman & Managing Director

Mumbai 28th August, 2003.

Registered Office :

N-44/CB2/1/6, 4th Scheme, CIDCO, Trimurty Chowk, Nashik – 422 009.

Notes :

- a) A member entitled to attend and vote is entitled to appoint a proxy to attend and on a poll only to vote in his stead and a proxy need not be a member of the company. Proxies in order to be effective must be received by the company not less than 48 hours before the meeting.
- b) The Register of Members and Share Transfer Books of the Company will be closed from 16th September 2003 to 30th September 2003.
- c) Members are requested to intimate immediately any change in their address to M/s. Sharepro Services, Satam Industrial Estate, 3rd Floor, Above Bank of Baroda, Cardinal Gracious Road, Chakala, Andheri (E), Mumbai – 400 099.
- d) Members holding shares under more than one folio are requested to send to the Registrar and Transfer Agents details of such folios alongwith the share certificates for consolidating the folios.
- e) Members seeking any information with regard to Accounts, etc. are requested to write to the Company at an early date so as to enable the Management to keep the information ready.

By Order of the Board,

N. K. JAGASIA Chairman & Managing Director

Mumbai 28th August, 2003.

Registered Office : N-44/CB2/1/6, 4th Scheme, CIDCO, Trimurty Chowk, Nashik – 422 009.

Annexure to the Notice

Explanatory Statements as required by Section 173 of the Companies Act, 1956 are annexed hereto :

ITEM 5

Securities And Exchange Board of India; (Delisting of Securities) Guidelines – 2003 provides for voluntary delisting of shares after a minimum period of Listing of three years. Your company is presently listed on Mumbai Stock Exchange, Delhi Stock Exchange, Madras Stock Exchange & Ahmedabad Stock Exchange. Under the atoresaid guidelines Stock Exchange, Mumbai is recognised as a stock exchange having nationwide trading terminal. In view of the same the Board of Directors of your company in their meeting held on 28th August, 2003 have approved delisting of securities from the Stock Exchange of Delhi, Madras and Ahmedabad.

In terms of the provisions of SEBI (Delisting of Securities) rules, 2003 the same needs to be approved by the members as a special resolution. The Board commends the passing of the resolution. None of the directors are interest in the resolution.

By Order of the Board,

N. K. JAGASIA Chairman & Managing Director

Mumbai 28th August, 2003.

Registered Office : N-44/CB2/1/6, 4th Scheme, CIDCO, Trimurty Chowk, Nashik – 422 009.

Details of the Directors seeking appointment / re-appointment at the ensuing Annual General Meeting

(In pursuance of Clause 49 of the Listing Agreement)

MR. R. S. MEDHI

Date of Birth : 17.03.1945

Mr. R. S. Medhi is a Mechanical Engineer and Diploma Holder in Systems Management. He has over 35 years experience in Process Equipment manufacturing and construction. He has been with Artson Engineering Limited since 1980.

MR.T. RAMARAJU

Date of Birth : 03.08.1928

Mr. T. Ramaraju is a Civil Engineer and a Post Graduate in M.S. from North Western University, Illinois, U.S.A. He is also a diploma holder in Administrative Management from Bajaj Institute, University of Bombay. He has over 40 years experience of designing of integrated structures such as construction and commissioning of scientific laboratories, housing complexes, highly sensitive accelerators, industrial plants and hospital complexes. At present Mr.T. Ramaraju is the Technical Adviser at Gujarat Ambuja Cements Ltd.

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DIRECTORS' REPORT

| The | ne Members, Directors hereby present their Twenty Fourth Annual Report on the business and year ended 31 st March, 2003. | d operations of your Company and sta | tements of accounts for |
|-----|---|--|---|
| 1. | SUMMARISED FINANCIAL RESULTS | | 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - |
| •• | | | |
| | The financial results are briefly indicated below : | For the year ended 31*t | For the year ended 31 st |
| | | March, 2003 Rs. in '000 | March, 2002 Rs. in '000 |
| | Profit / (Loss) before Depreciation <i>Less</i> : Depreciation | (119,388) 9,398 | (57,002) 10,962 |
| | Profit / (Loss) before Taxation Less : Provision for Taxation | (128,786) | (67,964) |
| | Net Profit / (Loss) Surplus brought forward from previous year | (128,786) (57,487) | (67,964) 851 (1,445) |
| | Other Adjustments Profit available for disposal | 1,061 (185,212) | (68,558) |
| • | Appropriations : | 1 | 4 |
| | Proposed Dividend General Reserve | - | 11,071 |
| 2. | Balance carried forward to Profit & Loss Account REVIEW OF OPERATIONS | (185,212) | (57,487) |
| | There has been further deterioration in performance as company could not be a major export order was booked by the company, execution of the same co government. Business expected from government oil companies has still not same is expected in the second half of 2003-04. | ould not take place due to want of clea | arance from the foreign |
| 3. | THE FUTURE SCENARIO Your company expects recommencement of ESSAR oil refinery. With a Rs 24 Also in view of the good work done at ESSAR, your company would benefit b end on resumption of activities at Wadinar refinery Jamnagar. The company is also expecting an export order from BHEL for export of | y getting further work of approx. Rs. 20 | 0 crores by current year |
| | company participated in tenders for tankage work at Dibouti and Cyprus. Th increase. The company expects to participate in the new tenders and book fu is also in construction of captive power generation projects. With the rece openings in this field for the company. | ne industrial climate and the investmen inther business in its line of activity. As | nt in Projects are on the you know the company |
| 4. | DIRECTORS Mr V.Chandrashekar resigned from the wholetime employment of the c | omnony on whole time Director on | Compony Socratory |
| | Mr. M.S.Gulati resigned as director of the company. The Board wishes to plac Mr. Chandrashekar and Mr Gulati during their tenure as directors of the corr CONSERVATION OF ENERGY, TECHNOLOGY ABSORPTION, FOREIGN | ce on record its appreciation of valuab npany. | le services rendered by |
| 5. | In accordance with the provisions of Section 217 (1)(e) of the Companies A energy, technology absorption, foreign exchange earnings and outgo is ann | ct, 1956, the required information rela | |
| 6. | DIRECTORS' RESPONSIBILITY STATEMENT Pursuant to Section 217 (2AA) of the Companies (Amendment) Act, 2000, t | | |
| | that in the preparation of the annual accounts, the applicable accounti relating to material departures; | | with proper explanation |
| | that the Directors had selected such accounting policies and applie are reasonable and prudent so as to give a true and fair view of the and of the profit of the Company for that period; | | |
| | that the Directors had taken proper and sufficient care for the mainten provisions of this Act for safeguarding the assets of the Company a | nd for preventing and detecting fraud | |
| 7. | (iv) that the Directors had prepared the annual accounts on a going cor PARTICULARS OF EMPLOYEES | an a | |
| 8. | As required under section 217 (2A) of the Companies Act, 1956 read with the Co as amended, particulars of the Company's employees are set out in a separate ACKNOWLEDGEMENTS | | |
| | Your Directors take this opportunity to thank the employees of Artson, who or and ICICI Bank Limited need special mention for their unfettered support | | |
| | association with these associations. | For and | on behalf of the Board N.K. JAGASIA |
| | | Chairman | & Managing Director |
| | bai, 28th August, 2003 | | |
| | ístered Office : UCB2/1/6, 4™ Scheme, CIDCO | | |

N-44/CB2/1/6, 4" Scheme, CIDCO, Trimurty Chowk, Nashik – 422 009..

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ANNEXURE TO DIRECTORS' REPORT

| Sr. No. Name of Employees Age | Present Designation / Nature of Duties | Qualification & Experience | Date of Appointment | Total Remuneration Paid (Rs.) | Particulars of last employment |
|---|--|-------------------------------|--|--|---|
| mployed throughout the financial year under review and wa | s in receipt of remuner | ation in aggrega | te of not less | than Rs. 24,00 | ,000/- p.a NIL |
| mployed for a part of the financial year and was in receipt o | of remuneration in aggr | egate of not less | than Rs. 2,00 |),000/- p.m | NIL |
| | | | | For and on | behalf of the Boar |
| | | | | | N.K. JAGASI |
| tumbel Ofth August 0000 | | | | Chairman & | Managing Direct |
| lumbai, 28th August, 2003 | | | | | |
| legistered Office : I-44/CB2/1/6, 4™ Scheme, CIDCO, | | | | | |
| rimurty Chowk, Nashik – 422 009 | | | | | |
| minuty Chowk, Washik - 422 003 | | | | | |
| ······································ | | | · | | |
| tatement pursuant to Section 217 (1) (e) of the Companies | Act 1956 | | $k = \frac{1}{2} \sum_{i=1}^{n} $ | | |
| A) CONSERVATION OF ENERGY | Act, 1900. | | | | |
| (a) Energy conservation measures taken : | | | 1 | | NIL |
| (b) Additional investments and proposals, if any | , being implemented for | or reduction in co | onsumption of | enerav : | None |
| (a) interview of the second | //gp | | | | |
| (c) Impact of the measures at (a) and (b) above | e for energy consumpti | ion and consequ | ent impact on | the | · · · · |
| (c) Impact of the measures at (a) and (b) above | e for energy consumpti | ion and consequ | ent impact on | the . | N.A. |
| cost of production of goods : | ZUNC | D-UO | ent impact on | the | N.A. |
| | ZUNC | D-UO | ent impact on | the | N.A. |
| cost of production of goods : | ZUNC | D-UO | ent impact on | the | N.A. |
| cost of production of goods : | ZUNC | D-UO | ent impact on | the | N.A. |
| cost of production of goods : | of energy per unit of p | D-UO | | <u>)</u> | N.A. |
| cost of production of goods : (d) Total energy consumption and consumption | of energy per unit of p | D-UO | ent impact on 2002-200 | <u>)</u> | N.A.)01-2002 |
| cost of production of goods : (d) Total energy consumption and consumption | of energy per unit of p | D-UO | | <u>)</u> | |
| cost of production of goods : (d) Total energy consumption and consumption ARTICULARS A. POWER AND FUEL CONSUMPTION | of energy per unit of p | D-UO | | <u>)</u> | |
| cost of production of goods : (d) Total energy consumption and consumption ARTICULARS • POWER AND FUEL CONSUMPTION 1. Electricity | of energy per unit of p | D-UO | 2002-200 | <u>3</u> 20 | 001-2002 |
| cost of production of goods : (d) Total energy consumption and consumption ARTICULARS A. POWER AND FUEL CONSUMPTION | of energy per unit of p | D-UO | | <u>3</u> 20 | |
| cost of production of goods : (d) Total energy consumption and consumption ARTICULARS • POWER AND FUEL CONSUMPTION 1. Electricity | of energy per unit of p | D-UO | 2002-200 | 3 <u>20</u> | 001-2002 |
| cost of production of goods : (d) Total energy consumption and consumption <u>VARTICULARS</u> A. POWER AND FUEL CONSUMPTION 1. Electricity (a) Purchased Units (KWH) | of energy per unit of p | D-UO | 2002-200 N | 3 20 111 | 001-2002 122866 |
| cost of production of goods : (d) Total energy consumption and consumption ARTICULARS POWER AND FUEL CONSUMPTION 1. Electricity (a) Purchased Units (KWH) Total amount (Rs. in lacs) | of energy per unit of p | D-UO | 2002-200 N | 3 20 iii L | 001-2002 122866 6.84 |
| cost of production of goods : (d) Total energy consumption and consumption ARTICULARS A POWER AND FUEL CONSUMPTION 1. Electricity (a) Purchased Units (KWH) Total amount (Rs. in (acs)) Rate per unit (Rs.) (b) Own Generation | of energy per unit of p | D-UO | <u>2002-200</u> N NI N. | 3 20 iii L | 001-2002 122866 6.84 5.57 |
| cost of production of goods : (d) Total energy consumption and consumption A. POWER AND FUEL CONSUMPTION 1. Electricity (a) Purchased Units (KWH) Total amount (Rs. in (acs) Rate per unit (Rs.) (b) Own Generation 3. CONSUMPTION PER UNIT OF PRODUCTION | of energy per unit of p | D-UO | <u>2002-200</u> N NI N. | 3 20 iii L | 001-2002 122866 6.84 5.57 |
| cost of production of goods : (d) Total energy consumption and consumption PARTICULARS A. POWER AND FUEL CONSUMPTION 1. Electricity (a) Purchased Units (KWH) Total amount (Rs. in (acs)) Rate per unit (Rs.) (b) Own Generation | of energy per unit of p | D-UO | <u>2002-200</u> N NI N. | 13 20 111 12 14 14 | 001-2002 122866 6.84 5.57 |
| cost of production of goods : (d) Total energy consumption and consumption PARTICULARS A. POWER AND FUEL CONSUMPTION 1. Electricity (a) Purchased Units (KWH) Total amount (Rs. in facs) Rate per unit (Rs.) (b) Own Generation 3. CONSUMPTION PER UNIT OF PRODUCTION (Standards, if any)* | of energy per unit of p | D-UO | 2002-200 N N N N | 3 20 11 11 12 14 14 14 14 14 14 14 14 14 14 14 14 14 | 001-2002 122866 6.84 5.57 NIL |
| cost of production of goods : (d) Total energy consumption and consumption PARTICULARS A. POWER AND FUEL CONSUMPTION 1. Electricity (a) Purchased Units (KWH) Total amount (Rs. in lacs) Rate per unit (Rs.) (b) Own Generation 5. CONSUMPTION PER UNIT OF PRODUCTION (Standards, if any)* (i) Electricity | of energy per unit of p | D-UO | 2002-200 N N N N N | 3 20 11 12 14 14 14 14 14 14 14 14 14 14 | 001-2002 122866 6.84 5.57 NIL N.A. |

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|--|---------------------------------------|---|---|------------------|
| | · · · · · · · · · · · · · · · · · · · | | | |
| Research & Development (R&D) | | | · · · · · · · · · · · · · · · · · · · | |
| | 4 | | | |
| 1. Specific areas in which R & D was carried out by the Company : | | NIL | 4. · · · | • |
| . Benefits derived as a result of the above R & D : | | N.A. | | |
| Future plan of action : | Being formula | ted. | • | |
| . Expenditure on R & D : | | (Rs. in | Lacs) | |
| | | | | |
| | 2002-2 | | 2001-2002 | |
| (a) Capital | | NIL | NIL | |
| (b) Recurring | | NIL | NIL | |
| (c) Total | | NIL | NIL | |
| (d) Total R & D expenditure as % of total turnover | | NIL | NIL | - |
| echnology Absorption, Adaptation and Innovation | · · · · · · · · · · · · · · · · · · · | · · · · | | • • • • |
| | ····· | | | |
| 2) Benefits derived as a result of the above efforts. | | one NA | | |
| Benefits derived as a result of the above efforts. Import of Technology | | | | |
| 2) Benefits derived as a result of the above efforts.3) Import of Technology | | NA one | | |
| 2) Benefits derived as a result of the above efforts.3) Import of Technology | DILCO _N | NA one (Rs. in L | | |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO | 2002-2 | NA one <i>(Rs. in L</i> 003 | 2001-2002 | |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO i) Foreign Exchange earned | 2002-2 21 | NA one <i>(Rs. in L</i> 003 .90 | 2001-2002 251.84 | ļ e ¹ |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO i) Foreign Exchange earned | 2002-2 21 | NA one <i>(Rs. in L</i> 003 | 2001-2002 | ļ e ¹ |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO i) Foreign Exchange earned | 2002-2 21 | NA one <i>(Rs. in L</i> 003 .90 | 2001-2002 251.84 | ļ e ¹ |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO i) Foreign Exchange earned | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 | 2001-2002 251.84 | |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO i) Foreign Exchange earned | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 | 2001-2002 251.84 6.49 and on behalf c | of the Board |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO) Foreign Exchange earned | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 .55 | 2001-2002 251.84 6.49 and on behalf c N.K | of the Board |
| Benefits derived as a result of the above efforts. Import of Technology FOREIGN EXCHANGE EARNINGS AND OUTGO Foreign Exchange earned Foreign Exchange used | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 .55 | 2001-2002 251.84 6.49 and on behalf c | of the Board |
| P.) Benefits derived as a result of the above efforts. Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO Foreign Exchange earned Foreign Exchange used International Statement | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 .55 | 2001-2002 251.84 6.49 and on behalf c N.K | of the Board |
| P) Benefits derived as a result of the above efforts. (a) Import of Technology (b) FOREIGN EXCHANGE EARNINGS AND OUTGO (c) Foreign Exchange earned (c) Foreign Exchange used | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 .55 | 2001-2002 251.84 6.49 and on behalf c N.K | of the Board |
| 2) Benefits derived as a result of the above efforts. 3) Import of Technology C) FOREIGN EXCHANGE EARNINGS AND OUTGO i) Foreign Exchange earned ii) Foreign Exchange used Mumbai, 28th August, 2003 Registered Office : I-44/CB2/1/6, 4TH Scheme, CIDCO, | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 .55 | 2001-2002 251.84 6.49 and on behalf c N.K | of the Board |
| Efforts in brief made towards technology absorption, adaptation and improvement Benefits derived as a result of the above efforts. Import of Technology FOREIGN EXCHANGE EARNINGS AND OUTGO Foreign Exchange earned Foreign Exchange used Aumbai, 28th August, 2003 Registered Office : V-44/CB2/1/6, 4TH Scheme, CIDCO, Irimurty Chowk, Nashik – 422 009 | 2002-2 21 | NA one (<i>Rs. In L</i> 003 .90 .55 | 2001-2002 251.84 6.49 and on behalf c N.K | of the Board |

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CORPORATE GOVERNANCE REPORT

As per the format prescribed by SEBI guidelines and Clause 49 of the Listing Agreement

The Company's Philosophy on Corporate Governance envisages attainment of high level of transparency and accountability in the functioning and conduct of business of the Company. This includes its interaction with employees, shareholders, creditors, consumers and institutional and other lenders. The Company shall continue its efforts in strengthening and raising the standards in Corporate Governance and shall also review its systems and procedures constantly to keep pace with the changing economic scenario.

1. BOARD OF DIRECTORS

The Company has an Executive Chairman. The composition of the Board of Directors is as under :

| Name of Director | Category | No. of Board Meetings attended | Attendance at the last AGM (Y / N) | Directorship in other companies incorporated in India | No. of committees in which Cháirman / Member |
|--------------------------------|--|---|---|---|---|
| Mr. Narayan K. Jagasia | Chairman (Executive & Non-Independent) | 6 | N | Kerraun Systems Ltd. | Member - 1 |
| Mr. Ramesh S. Medhi | Wholetime Director (Executive & Independent) | 6 | Y | | |
| Mr. Chandrashekhar V. Kadvekar | Wholetime Director (Executive & Independent) | 4 | Y | | |
| Mr. V. Chandrashekar | Wholetime Director (Executive & Independent) | 7 Resigned on 26.06,2003 | Ý | - | Member - 1 |
| Mr. Prakash S. Chopde | Director (Non-Executive & Non-Independent) | 6 | Ŷ | Kerraun Systems Ltd. | Chairman – 1 Member - 1 |
| Mr. Mohindar S. Gelati | Director (Non-Executive & Independent) | 2 Resigned On 28.07.2003 | N | M.D. of Nitson & Amitsu Pvt. Ltd. | Chairman - 1 |
| Mr. T. Ramaraju | Director (Non-Executive & Independent) | 6 | N | <u>(000)</u> | Member - 1 |

2. BOARD MEETINGS

During the year under review, 7 Board Meetings were held, viz. 29.04.2002, 30.07.2002, 26.08.2002, 27.09.2002, 29.10.2002, 28.11.2002 and 30.01.2003.

The Company did not have any pecuniary relationship with NEDs during the year under review.

3. AUDIT COMMITTEE

During the year under review, the Audit Committee held 3 meetings, viz. 23.08.2002, 29.10.2002 and 30.01.2003. The Company Secretary acted as the Secretary to the Committee. The composition of the Audit Committee is as hereunder:

Name of Member Category

Mr. M. S. Gulati Chairman -Non-Executive & Independent

Mr. T. Ramaraju Non-Executive & Independent

Mr. P. S. Chopde Non-Executive & Non-Independent

The broad terms of reference of the newly constituted Audit Committee is to review financial reporting process, reports of the Internal Auditor and discussion with them periodically, to meet Statutory Auditors to discuss their findings, suggestions and other matters, internal control systems and quarterly financial statements. The scope of the activities of the Audit Committee is as prescribed by Clause 49 II (C) & (D) of the Listing Agreement.

4. REMUNERATION COMMITTEE

The Company has not set up a Remuneration Committee. The Board of Directors, however, review the remuneration / performance of the senior management.

Directors' Remuneration.

| Directors | Remuneration | |
|------------------|--------------|-------|
| | (Rs.) | (Rs.) |
| N. K. Jagasia | 13,91,040 | Nil |
| R. S. Medhi | 8,54,220 | Nil |
| C. V. Kadvekar | • 9,71,420 | Nil |
| V. Chandrashekar | 8,61,959 | Nil |

SHARE TRANSFER COMMITTEE / SHAREHOLDERS' GRIEVANCE COMMITTEE

The Company has combined the Share Transfer Committee and Shareholders' Grievance Committee into one committee. The Share Transfer Committee functions under the Chairmanship of Non-Executive Director, Mr. P. S. Chopde. The other member of the Committee is Mr. N.K. Jagasia, Executive Director of the Company. The Committee has been delegated the powers to attend to share transfer / transmission approvals, name deletion approvals, etc. and look into the grievances of shareholders. It meets at least twice in a month. During the financial year, 6 complaints were received from shareholders, all of which have been resolved to date. The Company had 9 transfers aggregating 2400 shares pending at the close of the financial year, which have been processed by 08.04.2003.