

# ABACUS COMPUTERS LIMITED

## Board of Directors

Mr. Santosh Karambelkar	Chairman and Managing Director
Mr. Nitin Kedia	Independent and Non-Executive Director
Mr. Umesh Ghelani	Independent and Non-Executive Director

## Auditors

M/s. J H Ghumara & Co.,  
Chartered Accountants  
B/14, Jessika, Natakwalla Lane,  
S.V. Road, Borivali (W),  
Mumbai – 400 092

## Registered Office

816, Dalamal Tower,  
Nariman Point,  
Mumbai - 400021

# ABACUS COMPUTERS LIMITED

## NOTICE FOR ANNUAL GENERAL MEETING

NOTICE is hereby given that Annual General Meeting of the Company will be held at 816, Dalamal Tower, Nariman Point, Mumbai – 400021 on 28<sup>th</sup> September, 2012 at 11.30 a.m. to transact the following business:-

### **ORDINARY BUSINESS:**

1. To receive and adopt the audited balance sheet as 31<sup>st</sup> March, 2012 and profit & loss account of the company for the year ended on 31<sup>st</sup> March, 2012 and the Report of the Directors' and Auditors.
2. To appoint Director in place of Mr. Nitin Kedia who retires by rotation and being eligible offers himself for reappointment.
3. To appoint the Auditors of the Company from the Conclusion of this Annual General Meeting until the conclusion of the next Annual General Meeting and to fix their remuneration.

**For & on behalf of the Board of Director**

**Date: 19/06/2012**

**Place: Mumbai**

<b>Sd/-</b>	<b>Sd/-</b>	<b>Sd/-</b>
<b>(Santosh Karambelkar)</b>	<b>(Umesh Ghelani)</b>	<b>(Nitin Kedia)</b>
<b>Director</b>	<b>Director</b>	<b>Director</b>

### **NOTES:**

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ALSO ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY.

Proxies, in order to be effective, must be lodged at the registered office of the Company not later than 48 hours before the meeting.

2. Pursuant to section 154 of the Companies Act, 1956, Register of Members and Shares Transfer Books of the Company will remain closed from 17<sup>th</sup> September, 2012 to 28<sup>th</sup> September, 2012 (both days inclusive).
3. The Company has appointed M/s. Satellite Corporate Services Private Limited, Mumbai, as its Registrars and Share Transfer Agents for rendering the entire range of services to the Shareholders of the Company. Accordingly, all documents, transfers, Demat request, change of address intimation and other communication in relation thereto with respect to shares in electronic and physical form should be addressed to the Registrars directly quoting Folio No., full name and Address to M/s. Satellite Corporate Services Private Limited, Mumbai, Unit: Abacus Computers Limited.
4. The Register of Directors' shareholding, maintained under section 307 of the Companies act, 1956, will be available for inspection by the members at the AGM.

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5. The Register of Contracts, maintained under section 301 of the companies Act, 1956, will be available by the members at the registered office of the Company.
6. Members/proxies should bring the attendance slip duly filled in for attending the Meeting.
7. Members are requested to bring their copies of the Annual Report to the Meeting.
8. The Company is concerned about the environment and utilizes natural resources in sustainable way. The Ministry of Corporate Affairs (MCA), Government of India, has by its circular Nos. 17/2011 and 18/2011, dated April 21, 2011 and April 29, 2011 respectively, permitted companies to send official documents to their shareholders electronically as part of "GREEN INITIATIVES" in corporate governance.
9. Members are requested to update their Email ID with their respective depository participant and with the Company's Registrar and Transfer Agents (RTA) to enable dispatch the communications in electronic form from time to time as your Company have taken a "Green Initiative" as per the directions of Ministry of Corporate Affairs, New Delhi allowing paperless compliances for Companies.
10. Members holding shares in physical form are requested to notify to the Company and the company's proposed Registrar and share Transfer Agent, quoting their folio, any change in their registered address with pin code and in case their shares are held in dematerialized form, this information should be passed on to their respective Depository Participant.
11. Corporate Members intending to send their authorized representatives under Section 187 of the Companies Act, 1956, are requested to send a duly certified copy of the board Resolution authorizing their representatives to attend and vote at the Meeting.
12. In case of joint holding, the joint holder whose name stands first, as per the Company's records, shall alone be entitled to vote.

**For & on behalf of the Board of Director**

**Date: 19/06/2012**

**Place: Mumbai**

<b>Sd/-</b>	<b>Sd/-</b>	<b>Sd/-</b>
<b>(Santosh Karambelkar)</b>	<b>(Umesh Ghelani)</b>	<b>(Nitin Kedia)</b>
<b>Director</b>	<b>Director</b>	<b>Director</b>

# **ABACUS COMPUTERS LIMITED**

## **DIRECTORS' REPORT**

To,  
The Members

The Directors' present the Annual report on the business and operations of your Company for the year 2011-2012.

### **FINANCIAL RESULTS AND OPERATIONAL REVIEW:**

The Company has incurred loss of Rs. 3,55,87,102/- during the financial year 2011-12. However, the Company incurred loss. Directors have started to explore various other opportunities to improve the working results in future.

### **PARTICULARS OF EMPLOYEES:**

No employee of the Company was in receipt of remuneration above the limit specified under Section 217(2A) of the Companies Act, 1956 as amended from time to time.

### **DIRECTORS:**

Mr. Nitin Kedia, Directors of the Company is liable to retire by rotation at the ensuing Annual General Meeting and being eligible, offer them for re-appointment.

### **RESPONSIBILITY STATEMENT:**

As required u/s 217(2AA) of the Companies Act, 1956 your Director confirms that in the preparation of the annual accounts.

The applicable accounting standards have been followed along with proper explanation relating to material departures.

Such accounting policies have been selected and applied consistently and reasonable and prudent judgments and estimates made, so as to give a true and fair view of the state of affairs of the company at the end of the financial Year and the profit/loss of the company for that period.

Proper and sufficient care has been taken for the maintenance of the adequate accounting records in accordance with provisions of this act for safeguarding the assets of the company and for preventing and detecting fraud and other irregularities.

The annual accounts have been prepared on a going concern basis.

### **CONSERVATION OF ENERGY, TECHNOLOGY ABSORPTION AND FOREIGN EXCHANGE:**

As required under rule 3 of the Companies (Disclosure of Particulars in the report of Board of Directors) Rules 1998, the particulars relating to the conservation of energy, Technology absorption, and the foreign exchange earnings and outgo are also Nil.

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## **APPOINTMENT OF AUDITORS:**

M/s. J H Ghumara & Co., Chartered Accountants, Mumbai the retiring auditors being eligible offer themselves for re-appointment. Members are requested to appoint them as auditors of the company for the next year till the conclusion of next Annual General Meeting of the Company.

## **PUBLIC DEPOSITS**

The Company has not accepted any deposits from the public during the year under review. Your Company is listed with the Bombay Stock Exchange.

## **MANAGEMENT DISCUSSION AND ANALYSIS:**

Management discussion and analysis Report, pursuant to Clause 49 of the Stock Exchange Listing agreement, forms part of this Report and the same is annexed hereto.

## **REPORT ON CORPORATE GOVERNANCE:**

A separate Report on Corporate Governance along with Certificate from Auditors on its compliance as annexed hereto.

## **SEGMENT:**

Your Company is engaged in a single segment only.

## **ACKNOWLEDGEMENT:**

The management is grateful to the government authorities, Bankers, Vendors for their continued assistance and co-operation. The directors also wish to place on record the confidence of members in the company.

**For & on behalf of the Board of Director**

**Date: 19/06/2012**

**Place: Mumbai**

<b>Sd/-</b>	<b>Sd/-</b>	<b>Sd/-</b>
<b>(Santosh Karambelkar)</b>	<b>(Umesh Ghelani)</b>	<b>(Nitin Kedia)</b>
<b>Director</b>	<b>Director</b>	<b>Director</b>

# ABACUS COMPUTERS LIMITED

## Report on Corporate Governance

(Pursuant to Clause 49 of the Listing Agreement)

### **A. Mandatory Requirements**

The Board of Directors of the Company gives due support to the principles behind the good Corporate Governance. Given below is a report on Corporate Governance:

#### **1. COMPANY'S PHILOSOPHY**

The Company believes that good Corporate Governance emerges from the application of the best and sound management practices and compliance with the law coupled with total adherence to highest norms of business ethics. These two main drivers, together with the company's ongoing contributions to the local communities it operates in through meaningful and relevant Corporate Social Responsibility initiatives add to enhance the stakeholders value.

The Company places great emphasis on values such as empowerment and integrity of its employees, safety of the employees & communities surrounding our plant and facilities, transparency in decision making process and fair & ethical dealings with all, pollution free clean environment and last but not the least, accountability to all the stakeholders. These practices are being followed since the inception and have contributed to the company's sustained growth.

#### **2. BOARD OF DIRECTORS**

##### **2.1 Composition of Board of Directors as on date of Report:**

The Board of Directors as at 31<sup>st</sup> March, 2012 comprises of three non-executive directors. The Chairman is a non-executive director.

<b>Name of Director</b>	<b>Category</b>
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Mr. Santosh Karambelkar	Chairman & Managing Director
Mr. Nitin Kedia	Independent and Non-Executive Director
Mr. Umesh Ghelani	Independent and Non-Executive Director

##### **2.2 Responsibilities of the Board**

The responsibility such as policy formulation, performance review and analysis and control, direction and management of the affairs of the company is vested in the Board of Directors presided over by the Director. The Board has delegated some of its powers to the executives of the company. The Board reviews from time to time such delegated powers and their utilization for effective functioning of the Company.

##### **2.3 Board Meetings and Attendance Record of Directors:**

The meetings of the Board of Directors are held at periodical intervals and are generally at the Board Room of the Company. The meeting dates are decided well in advance and the agenda and notes on agenda are circulated in advance to

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the directors. All material information is incorporated in the notes on agenda for facilitating meaningful and focused discussion at the meeting. Where it is not perusable to attach supporting or relevant documents to the agendas, the same is tabled before the meeting. In case of business exigencies or urgency of matters, resolutions are passed by circulation. Senior Management persons are often invited to attend the Board Meetings and provide clarifications as and when required.

During the year under review, the Board met 9 times on the following dates:

22/04/2011    25/04/2011    12/07/2011    15/06/2011    20/07/2011    21/10/2011  
25/10/2011    25/01/2012    28/01/2012

## **Extra Ordinary General Meeting:**

No Extra Ordinary General Meeting held during the year under review.

## **Postal Ballot Resolution:**

No postal ballot resolution was passed during the year under review.

Attendance of Directors at Meetings of Board of Directors and last AGM:

Name of Director	Category of Directorship	No. of other Directorship	No. of Board Meeting attended
Mr. Santosh Karambelkar	Chairman & Managing Director	N.A	
Mr. Nitin Kedia	Independent and Non-Executive Director	N.A	
Mr. Umesh Ghelani	Executive Director	N.A	

## **2.4 Details of Directors seeking re-appointment at the ensuing Annual General Meeting**

As per the provisions of the Companies Act, 1956, two third of the directors of a company should be retiring directors, of which one third of such directors are required to retire every year and if eligible, they qualify for re-appointment.

Mr. Nitin Kedia retires by rotation at the ensuing Annual General Meeting and offers them for re-appointment.

## **Profile of Mr. Nitin Kedia Director being appointed u/s 255, 257 of the Companies Act, 1956**

Name	Mr. Nitin Kedia
Date of Birth	12/04/1963
Date of Appointment	27/04/2001
No. of shares held in the company	Nil
No. of warrants held in the company	Nil
Directorship in other company	Nil

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## 2.5 Details of Directors who are as Chairman and Directors in other Public Companies

None of the Directors on the Board is a member of more than 10 Committees and Chairman of more than 5 Committees (as specified in Clause 49 (C) (ii) across all the Companies in which he is a director. The necessary disclosure regarding Directorship and Committee position have been made by the Directors who are on the Board of the Company as on 31<sup>st</sup> March, 2011 and the same is reproduced herein below :

Sr. No.	Name of Director	No of Directorship in other Public Companies	No. of Committee s positions held as Chairman on other public Companies	No. of Committees positions held as member in other public Company
1.	Mr. Santosh Karambelkar	--	--	--
2.	Mr. Nitin Kedia	--	--	--
3.	Mr. Umesh Ghelani	--	--	--

## 3. COMMITTEE OF BOARD

The Company had Three Board Committees. These are

1. Audit Committee
2. Remuneration Committee
3. Share Transfer & Shareholders/Investor Grievance Committee

Moving with various committees formed and reported in the previous Annual Report and in line with the requirements of SEBI and Stock Exchanges, the Board has formally constituted the following committees of Directors.

### 3.1 Audit Committee:

The Audit committee constituted by the Board of directors as per the provisions of Clause 49 of the listing Agreements as well as in Section 292A of the Companies Act, 1956 as below.

#### a. Composition:

As on 31.03.2012, the Audit Committee comprised of three Directors namely:

Mr. Nitin Kedia	Chairman	Independent & Non-Executive Director
Mr. Umesh Ghelani	Member	Independent & Non-Executive Director
Mr. Santosh Karambelkar	Member	Executive Director

The Audit Committee of the Board of Directors of the Company, Inter-aila, provides assurance to the Board on the adequacy of the internal control systems and financial disclosures.



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The audit committee while reviewing the Annual Financial Accounts ensures compliance of the Accounting Standard (AS) issued by the Institute of Chartered Accountants of India.

## **Brief description of terms of reference:**

A. Overseeing the company's financial reporting process and the disclosure of its financial information to ensure that the financial statement is correct, sufficient and credible.

B. Recommending the appointment and removal of external auditor, fixation of audit fees and also approval for payment of any other Consultancy services provided by the statutory auditor.

C. Reviewing with management the annual financial statements before submission to the Board, focusing primarily on:

- Review the financial reporting process and disclosure of its financial information
- Review with the management, Annual financial statements before submission to the Board
- Review with the management, statutory Auditors and Internal Auditors and adequacy of internal control systems
- Review the company's accounting and risk management policies
- Review the company's accounting and management reporting systems and updates the same from time to time recommend the appointment and removal of statutory and Internal Auditors and fixation of fees for the same.
- Review quarterly financial statement.
- Review internal investigations made statutory/ Internal Auditors.
- Scope of Statutory/ Internal Audit
- Review fixed deposits/repayment systems etc.
- Any other applicable functions as described in Corporate Governance.
- Review related party transactions.

Executive summary of the Audit Committee Meetings are placed before the immediate next Board Meetings held after the Audit Committee for deliberations and the full minutes of the same are placed before the following Board Meeting for recode. The Board of Directors, regularly appraised on the recommendations for the Audit Committee, further, at the beginning of the financial year, the Committee discuss the plan for the internal audit and statutory audit.

Dates of the Audit Committee Meetings are fixed in advance and agenda is circulated to the Directors at least seven days before the meeting.

As required under Clause 49(III)(E) of the Listing Agreement, the Audit Committee had reviewed the following information:

- Management Discussion and analysis of financial condition and results of operations.
- Statement of significant related party transactions submitted by management