

## **Eighteenth Annual Report 2003-2004**

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**Chartered Capital  
and Investment Ltd.**

**REGD. OFFICE : 711, MAHAKANT, OPP. V. S. HOSPITAL,  
ELLISBRIDGE, AHMEDABAD-380006**

## **Chartered Capital And Investment Limited**

### **BOARD OF DIRECTORS**

1. Mr. Sanatan N Munsif	Chairman
2. Mr. Mohib N. Khericha	Managing Director
3. Mr. M.K. Doogar	Director
4. Mr. Vikram Sanghvi	Director
5. Mr. Ashok Kavdia	Director

### **AUDITORS**

M/s Mayank Shah & Associates  
Chartered Accountants  
706, Mahakant Building  
Opp. V S Hospital  
Ashram Road,  
Ahmedabad – 380006.

### **BANKERS**

Corporation Bank

### **REGISTERED OFFICE**

711, Mahakant,  
Opp. V. S. Hospital, Ellisbridge,  
Ahmedabad - 380 006

### **SHARE TRANSFER AGENT**

Pinnacle Share Registry P Ltd.  
Ashoka Mills, Naroda Road,  
Ahmedabad – 380 025.

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## NOTICE

Notice is hereby given that the 18<sup>th</sup> Annual General Meeting of the company will be held at 11.30 AM on Thursday the 30<sup>th</sup> September, 2004 at the Registered office of the company at 711, Mahakant, Opp. V S Hospital, Ellisbridge, Ahmedabad - 380 006 to transact the following business:

### ORDINARY BUSINESS:

1. To consider and adopt the audited Profit and Loss Account for the year ended 31<sup>st</sup> March, 2004 and the Balance Sheet as at that date and the Reports of Directors and the Auditors.
2. To appoint a Director in place of Mr. Ashok Kavdia who retires by rotation and being eligible, offers himself for re-appointment.
3. To appoint Auditors and fix their remuneration.

### SPECIAL BUSINESS:

4. To consider and, if thought fit to pass with or without modification the following resolution as an Ordinary Resolution:

RESOLVED THAT Mr. M.K. Doogar be and is hereby appointed as Director of the company, liable to retire by rotation.

**For and on behalf of Board of Directors**

Place: Ahmedabad  
Date: September 1<sup>st</sup>, 2004

**Mohib N. Khericha**  
Managing Director

### Notes:

1. A member entitled to attend and vote at the meeting is entitled to appoint a proxy or proxies to attend and on a poll, to vote instead of himself. A proxy need not be member of the company.
2. Members/ proxies should bring attendance slip, duly filled in, for attending the meeting.
3. Members / proxies attending the meeting should bring their copy of the Annual Report for reference at the meeting.
4. The register of Members and share transfer books of the company will remain closed from 28<sup>th</sup> September, 2004 to 30<sup>th</sup> September, 2004 (both days inclusive).
5. Members desirous of obtaining any information concerning the accounts and operations of the company are requested to address their questions to the company so as to reach at least 7 days before the date of the meeting, so that the information required will be made available at the meeting, to the best extent possible.

### EXPLANATORY STATEMENT PURSUANT TO SECTION 173 (2) OF THE COMPANIES ACT, 1956

#### ITEM NO. 4.

Mr. M. K. Doogar was appointed as an additional Director of the company from 1<sup>st</sup> October 2003 under section 260 of the Companies Act, 1956. He holds office upto the date of the ensuing Annual General Meeting. Mr. M.K. Doogar is a qualified Chartered Accountant and having about 30 years of experience in the field of Capital Market, Audit and Finance. His active participation in the policy formulation and implementation will be of great help to the company. The company has received a notice in writing from a member alongwith Rs. 500/- proposing the candidature of Mr. M.K. Doogar for the office of Director under the provision of section 257 of the Companies Act, 1956.

**For and on behalf of Board of Directors**

Place: Ahmedabad  
Date: September 1<sup>st</sup>, 2004

**Mohib N. Khericha**  
Managing Director

# CHARTERED CAPITAL AND INVESTMENT LTD.

## DIRECTORS' REPORT

To,  
The Shareholders,  
Chartered Capital And Investment Limited

Yours Directors are pleased to present the 18<sup>th</sup> Annual Report together with the Audited Accounts of the Company for the year ended March 31<sup>st</sup>, 2004.

### FINANCIAL RESULTS:

The Financial results for the year ended March 31<sup>st</sup>, 2004 are summarized as under:

	31/03/2004 (Rs. In lacs)	31/03/2003 (Rs. In lacs)
Total Income	45.36	30.15
Profit (Loss) before depreciation and taxes	12.30	7.40
Less : Depreciation	1.40	1.40
Less: Provision for taxes	0.52	0.47
Add: Deferred Tax Credit	0.10	0.12
Profit (Loss) After Tax	10.48	5.65

### DIVIDEND

In view of the results, the Board of Directors is unable to recommend any dividend for the year 2003-2004.

### OPERATION

During the year its gross income increased to Rs.45.36 lacs from Rs.30.15 lacs in the previous year. During the year company has reported a Net Profit of Rs. 10.48 lacs as against Net Profit of Rs.5.65 lacs in the previous year.

### FUTURE OUTLOOK

The capital market has started improving and in view of that company expects to perform better in the coming year. The company is continuing to exploit business opportunity in other non-fund based financial services.

### STOCK EXCHANGES:

The company's shares are listed on Ahmedabad and Mumbai Stock Exchanges; the company has paid necessary listing fees for the year 2004-2005

### DIRECTORS:

Mr. M.K. Doogar, was appointed as an additional director by the Board under section 260 of the Companies Act, 1956, with effect from 01/10/2003. He holds the office upto the date of the ensuing Annual General Meeting of the company and is being eligible for re-appointment as director of the company. The company has received a notice under section 257 of the Companies Act, 1956 proposing his candidature for appointment as director of the company, subject to retire by rotation.

In accordance with the provisions of the Companies Act, 1956 and the Articles of Association of the company, Mr. Ashok Kavdia retires by rotation and being eligible, offers himself for re-appointment.

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### DIRECTORS' RESPONSIBILITY STATEMENT:

In terms of Section 217 (2AA) of the Companies Act, 1956 the Directors would like to state that:

- i. In the preparation of the Annual Accounts, the applicable accounting standards have been followed alongwith proper explanation relating to material departures;
- ii. The Directors have selected such accounting policies and applied them consistently and made judgments and estimates that are reasonable and prudent 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 of the profit or loss of the company for the period;
- iii. The Directors have taken proper and sufficient care for the maintenance of adequate accounting records in accordance with the provisions of this Act for safeguarding the assets of the company and for preventing and detecting frauds and other irregularities;
- iv. The Directors have prepared the Annual Accounts on a going concern basis.

### DEPOSITS

During the year Company has not accepted any deposits under Section 58-A of the Companies Act, 1956.

### PARTICULARS REQUIRED TO BE FURNISHED BY THE COMPANIES (DISCLOSURE OF PARTICULARS IN THE REPORT OF THE BOARD OF DIRECTORS) RULES, 1988

The Company has no activities relating to conservation of energy or technology absorption. There has been no foreign exchange earning or outgo during the year under review.

### PARTICULARS OF EMPLOYEES COVERED UNDER THE (PARTICULARS OF EMPLOYEES) RULES, 1975

The company does not have any employee in the category as specified under Section 217 (2A) of the Companies Act, 1956.

### AUDITORS AND AUDITORS' REPORT:

M/s Mayank Shah & Associates, Chartered Accountants, retire as auditors of the company at the ensuing Annual General Meeting and are eligible for re-appointment.

The notes to the accounts referred to in the Auditors Reports are self explanatory, and, therefore do not call for any further comments.

### ACKNOWLEDGEMENTS:

Your Directors record their appreciation for the valuable services rendered by all the employees of the company, their gratitude to the Banks and to the Members of the Company for their support.

For and on behalf of Board of Directors

Place: Ahmedabad  
Date: September 1<sup>st</sup>, 2004

Mohib N Khericha  
Managing Director

Vikram Sanghvi  
Director

# CHARTERED CAPITAL AND INVESTMENT LTD.

## REPORT ON CORPORATE GOVERNANCE:

(Pursuant to Clause 49 of the Listing Agreement)

Your company in tune with the requirements of the provisions of Corporate Governance has taken all measures considered necessary for ensuring its compliance.

A detailed Compliance Report in this regard is given below:

### 1. COMPANY'S POLICY:

The company's policy on Corporate Governance envisages the assignment of high level of transparency and accountability in the functioning of the company and the conduct of its business internally and externally, including its interaction with employees, shareholders, creditors, clients, bankers and other business places with due emphasis on regulatory compliance.

The company firmly believes that its system and actions must be devoted for enhancing corporate performance and maximizing shareholder value in the long run.

### 2. BOARD OF DIRECTORS:

The Board of Directors of the company comprises of 5 Director

Name	Category/ Designation	No. of outside Directorship and Committee membership/Chairmanship			
		Public Company	Private Company	Committee membership	Chairmanship
Mr. Sanatan N Munsif	Non-Executive, Independent Chairman	Nil	Nil	Nil	Nil
Mr. Mohib N. Khericha	Promoter Managing Director	5	3	4	4
Mr. M.K. Doogar	Director Non Executive	5	Nil	1	Nil
Mr. Vikram Sanghvi	Non Executive	Nil	2	Nil	Nil
Mr. Ashok Kavdia	Non Executive Independent	Nil	1	Nil	Nil

The attendance of the Directors of the company at the Board Meeting are as follows:

Director	No. of Meetings		Attended Last AGM
	Held	Attended	
Mr. Sanatan N Munsif	8	5	Yes
Mr. Mohib N. Khericha	8	8	Yes
Mr. M.K. Doogar	2	2	NA
Mr. Vikram Sanghvi	8	8	Yes
Mr. Ashok Kavdia	8	8	Yes

The Board of Directors met 8 times during the year on the following dates: 30<sup>th</sup> April, 2003, 30<sup>th</sup> May, 2003, 31<sup>st</sup> July 2003, 29<sup>th</sup> August, 2003, 15<sup>th</sup> September 2003, 30<sup>th</sup> September 2003, 15<sup>th</sup> October, 2003, and 30<sup>th</sup> January 2004.

### 3. Audit Committee

#### Terms of Reference

- To review the adequacy of internal control systems and internal Audit Reports and their compliance thereof.

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2. To oversee the company's financial reporting process and the disclosure of its financial information to ensure that the financial statements are correct, sufficient and credible.
3. To recommend the appointment of auditors and fixation of audit fees.
4. To review the financial statements before submission to the Board.

### Composition of Audit Committee

The audit committee of the company has been constituted with three Directors, Viz.,

1. Mr. Ashok Kavdia -Chairman
2. Mr. Vikram Sanghvi -Member
3. Mr. Sanatan N Munsif -Member

The Committee met 4 times during the year and the attendance of members of the committee were as follows:

Director	No. of Meetings	
	Held	Attended
Mr. Ashok Kavdia	4	4
Mr. Vikram Sanghvi	4	4
Mr. Sanatan N. Munsif	4	2

### 4. REMUNERATION COMMITTEE:

A remuneration committee has been constituted as a sub-committee of Board. The Remuneration committee of the company has been constituted with two Directors, Viz.,

1. Mr. Sanatan N Munsif -Chairman
2. Mr. Ashok Kavdia -Member

Non-executive directors are not paid any sitting fee for attending any Board Meetings or meeting of committee thereof. The Managing Director's remuneration is in conformity with the extant laws and regulations and approved by the shareholders.

### 5. SHAREHOLDERS/INVESTORS' GRIEVANCE COMMITTEE:

As a measure of Good Corporate Governance and to focus on the shareholders' grievances and towards strengthening investor relations, an investors' Grievance Committee has been constituted as a committee of the Board, to redress / minimize the grievance of shareholders/ investors

The functions of the committee include:

To specifically look into redressing investors' grievances pertaining to:

- a) Transfer of shares
- b) Dividends
- c) Dematerialization of shares
- d) Replacement of lost/stolen/mutilated share certificates
- e) Any other related issues

The committee comprises of the following Directors namely:

1. Mr. Vikram Sanghvi - Chairman
2. Mr. Ashok Kavdia - Member
3. Mr. Sanatan N Munsif - Member

During the year under review, no complaint was received from Shareholders/ investors or Stock Exchanges or SEBI.



# CHARTERED CAPITAL AND INVESTMENT LTD.

## 6. GENERAL BODY MEETING:

The location and time of the Annual General Meetings held during the last three years is as follows:

Date	Venue	Time
September 30, 2003	711, Mahakant, Opp. V. S. Hospital, Ellisbridge, Ahmedabad - 380 006	5.30 PM
September 30, 2002	711, Mahakant, Opp. V. S. Hospital, Ellisbridge, Ahmedabad - 380 006	11.00 AM
September 29, 2001	711, Mahakant, Opp. V. S. Hospital, Ellisbridge, Ahmedabad - 380 006	11.00 AM

## 7. NOTES ON DIRECTOR SEEKING APPOINTMENT/ RE-APPOINTMENT

Mr. Ashok Kavdia, who retires by rotation and being eligible, offers himself for reappointment.

Mr. M.K. Doogar, appointed as an additional director by the Board. He is a Chartered Accountant and having about 30 years experience in the field of Capital Market, Audit and finance related matters. His active participation in the policy formulation and implementation will be of great help to the company.

## 8. DISCLOSURES:

There were no transactions of a materially significant nature with the promoters, the directors or the management, their subsidiaries or relatives that may have potential conflict with the interest of the company at large.

Transaction with related parties during the year are disclosed in the notes forming part of accounts in the Annual Report.

There has been no instance of non-compliance, penalties or strictures on any matter relating to the capital market and listing.

## 9. MEANS OF COMMUNICATION:

Half-yearly report sent to each household of shareholders: No

Quarterly Results-

Which newspapers normally published in: News line and Chanakya

Any website, where displayed: No

Presentation made to Institutional Investors or to Analyst: No

## GENERAL INFORMATION FOR SHAREHOLDERS:

a) AGM - Date : September 30, 2004

Time : 11.30 A M

Place : 711, Mahakant, Opp. V. S. Hospital, Ellisbridge, Ahmedabad - 380 006

b) The financial year of the company is from 1<sup>st</sup> April to 31<sup>st</sup> March.

c) Dates of Book closure: From 28<sup>th</sup> September to 30<sup>th</sup> September, 2004  
(in connection with the Annual General Meeting)

d) The shares of the company are listed on Ahmedabad and Mumbai Stock Exchanges. The listing fees for the year 2004-2005 have been paid to all the Stock Exchange where the shares of the company are listed.