



NOTICE:

Notice is hereby given that the 36th Annual General Meeting of Deccan Polypacks Limited will be held on Tuesday the 29th day of September, 2020 at 10.00 AM at Plot No. A-40, Road No. 7, IDA, Kukatpally, Hyderabad - 37, Telangana State to transact the following business.

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the Financial Year ended March 31, 2020 together with the reports of the Board of Directors and auditors thereon; and in this regard, if consider and thought fit, to pass the following resolution, with or without modification(s), as **Ordinary Resolution**:

“RESOLVED THAT the Audited Financial Statements including Balance Sheet of the Company as at March 31, 2020, the Profit & Loss Account and the Cash Flow Statement for the year ended on that date together with all the notes annexed and the Directors’ and Auditors’ Reports thereon, placed before the meeting, be and are hereby considered and adopted.”

2. To appoint a Director in place of Mr.D V Prudvi Raju (Holding DIN No. 03024648), who retires by rotation and being eligible, offers himself for re-appointment and in this regard, if consider and thought fit, to pass the following resolution, with or without modification(s), as an **Ordinary Resolution**

RESOLVED THAT Sri D.V. Prudvi Raju (Holding DIN No. 03024648) who retires by rotation and being eligible offers himself for reappointment be and is hereby appointed as Director of the Company.

3. To consider and if thought fit, to pass with or without modification, the following as on **Ordinary Resolution** :

“RESOLVED THAT pursuant to the provisions of Section 139 of the Companies act, 2013 and the rules made thereunder, including statutory modifications thereto or re-enactments thereof for the time being in force, and pursuant to the recommendations of the Audit Committee of the Board of Directors M/s GMK Associates, Chartered Accountants, Hyderabad , having Firm Registration No : 006945S allotted by

the Institute of Chartered Accountants of India, be and are hereby appointed as Statutory Auditors of the Company in place of M/s K P Rao & Co., Chartered Accountants, Bangalore, who vacated the office pursuant to proviso to Section 139(8) of the Companies Act, 2013, to hold office, from the conclusion of this Annual General Meeting for a period of Five Consecutive Years, at such remuneration and out of pocket expenses, as may be fixed in this behalf by the Board of Directors of the Company.

“**RESOLVED FURTHER THAT** any Director of the Company, be and are hereby authorised to do all such acts, matters and things as may be necessary to give effect to the above resolution and to certify and upload the e-forms

SPECIAL BUSINESS

4. To approve the continuation of directorship of Mr. NVS Rao as an Independent Director of the Company and for the purpose, to pass with or without modification(s) the following resolution, which will be proposed as a **Special Resolution**:

“**RESOLVED THAT** pursuant to the provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, (including any statutory modification(s) or re-enactment thereof for the time being in force) or any other applicable law and in partial modification of the resolution of the shareholders of the Company passed in the 35th Annual General Meeting held on 30.09. 2019, the continuation of Directorship of Mr. NVS Rao (DIN: 02143781) for the existing term of his office as an Independent Director, be and is hereby approved.”

RESOLVED FURTHER THAT Sri DRSP Raju, The Director of the Company be and is hereby authorised settle any question, difficulty or doubt, That may arise in giving effect to this resolution and to do all such acts, deeds and things as may be necessary, expedient and desirable for the purpose of giving effect to this resolution.

On behalf of the Board
For DECCAN POLYPACKS LIMITED

Place: Hyderabad
Date: 30.06.2020

D V Prudvi Raju
Whole Time Director

NOTES :

1. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote instead of himself and such proxy need not be a member of the Company.
2. Proxy, in order to be effective must be deposited at the Company's Registered Office at Plot No : A-40, Road NO : 7, IDA, Kukatpally, Hyderabad – 500 037, not less than 48 hours before the time for holding the Meeting.
3. The members are requested to please forward all the correspondence relating to transfers, change of address, requests for dematerialization of shares and all matters pertaining to shares to the Registrars and Transfer Agents M/s KFin Technologies Pvt Ltd, Karvy Selenium Tower, Plot No:31- 32, Gachibowoli Financial District, Nanakramguda, Hyderabad – 500 032, Telangana.
4. The Register of members and share transfer books of the Company will remain closed from 23.09.2020 to 29.09.2020 (both days inclusive)
5. The explanatory statement for special business mentioned in the notice is annexed as per the provisions of Section 102(1) of the Companies Act, 2013.
6. Pursuant to Section 108 of the Companies Act, 2013 read with 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide members facility to exercise their right to vote at the 36th Annual General Meeting, “AGM” by electronic means and the business may be transacted through e-voting services provided by KFin Technologies Pvt Ltd, “KARVY”

It may be noted that this e-voting facility is optional. The e-voting facility will be available at the link <https://evoting.karvy.com> during the following voting period.

Commencement of e-voting: from 10.00 AM IST on 26.09.2020 to 5.00 PM on 28.09.2020

7. E-Voting shall not be allowed beyond 5.00 PM on 28.09.2020, during the e-Voting period, shareholders of the Company, holding shares in physical form or in dematerialized form as on 18.09.2020 may cast their vote electronically.

INSTRUCTIONS FOR REMOTE E-VOTING:

- i) Launch internet browser by typing <https://evoting.karvy.com>.
- ii) Enter the login credentials (i.e. User ID & Password) mentioned in your e-mail. Your User ID will be as under:
 - For Members holding shares in demat form with NSDL: 8 Character DP ID followed by 8 Digits Client ID
 - For Members holding shares in demat form with CDSL: 16 digits beneficiary ID
 - For Members holding shares in Physical Form: Event Number followed by Folio No. registered with the Company.
- iii) Under Captcha, please enter the verification code i.e. the alphabets and numbers in the exact way as they are displayed for security reasons.
- iv) After entering these details appropriately, click “LOGIN”.
- v) You will now reach Password Change Menu, wherein you are required to mandatorily change your Password. The new Password shall comprise of minimum eight characters with at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character (like *, #, @ etc.). The system will prompt you to change your Password and update your contact details like mobile number, e-mail ID etc. on first login. You may also enter the secret question and answer of your choice to retrieve your Password in case you forget it. It is strongly recommended not to share your Password with any other person and take utmost care to keep your Password confidential.
- vi) You need to login again with the new credentials.
- vii) If you are already registered with KFin for e-voting, you can use your existing User ID and Password for casting your vote.

- viii) On successful login, system will prompt you to select the 'EVENT' i.e. 'Godha Cabcon & Insulation Ltd'.
- ix) On the voting page, you will see resolution description and against the same the option 'FOR / AGAINST / ABSTAIN' for voting. Enter the number of shares as on the Cut-off date i.e. August 24, 2020 (which represents number of votes) under 'FOR / AGAINST / ABSTAIN' or alternatively you may partially enter any number in 'FOR' and partially in 'AGAINST' but the total number in 'FOR / AGAINST' taken together should not exceed your total shareholding. If Member does not indicate either 'FOR' or 'AGAINST', it will be treated as 'ABSTAIN' and the shares held will not be counted under either head.
- x) Cast your vote by selecting an appropriate option and click 'SUBMIT'. A confirmation box will be displayed. Click 'OK' to confirm else click 'CANCEL' to change your vote.
- xi) Once you 'CONFIRM' your vote on the resolutions, you will not be allowed to modify your vote.
- xii) Members holding shares under multiple folios / demat accounts shall choose the voting process separately for each of the folios / demat accounts.
8. In case of any queries on e-voting, you may refer Frequently Asked Questions (FAQs) on e-voting and User Manual for Shareholders available at the download section of <https://evoting.karvy.com> or contact Shri I. L. Murthy, Sr. Manager at KFin at e-mail id: lakshmana.murthy@kfintech.com, contact no.: 9177401088 or can also call KFin's toll free no.: 1800-345-4001
9. Those members who have registered their email IDs with the Company / their respective Depository Participants are being forwarded Annual report containing the login ID and password for e-voting along with process, manner and instructions by e-mail. For others the copy of Annual report can be down loaded for the Company's website: deccanpolypacks.com and BSE Limited website: bseindia.com.
10. The Company has appointed Mr V B S S Prasad, Practicing Company Secretary (FCS No : 4605), as Scrutinizer for conducting the e-voting process for the Annual General Meeting in a fair and transparent manner.
11. The Scrutinizer shall within a period not exceeding three working days from the conclusion of the e-voting period unlock the votes in the presence of at least two witnesses not in the employment of the Company and make Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman / Whole Time Director of the Company.

On behalf of the Board.
for **DECCAN POLYPACKS LIMITED**

Place : Hyderabad
Date : 30.06.2020

D V. Prudvi Raju
Whole Time Director

ANNEXURE:

Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013 in respect of special business :

Item No. 4

Explanatory Statement

As per the provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) (Amendment) Regulations, 2018, notified on 9th May, 2018, approval of the shareholders by way of a Special Resolution is required for continuation of directorship of the Non-Executive Directors of the Company who have attained the age of 75 years. As our Non-Executive Director, (Independent Director) Mr. NVS Rao attained the age of 75 years on 02-11-2020, it becomes necessary to pass a Special Resolution to ratify his appointment as Independent Director for the remaining period of his tenure.

DIRECTORS' REPORT

Your Directors have pleasure in presenting their 36th Annual Report together with the Audited Accounts and Cash Flow Statements for the year ended 31st March 2020.

The financial results for the year ended 31st March 2020 are summarized below.

Particulars	(Rs. in Lakhs)	
	2019-20	2018-19
Income from operations	-	-
Gross Profit	(-2.23)	122.25
Interest	8.35	6.64
Depreciation	1.57	1.98
Profit/(Loss) before taxation	(12.15)	113.63
Deferred Tax/(Liability)/Asset	-	-
Current tax	(38.06)	44.24
Net Profit/(Loss) After Taxation	25.91	66.39
Balance brought forward	(1774.50)	(1840.88)
Balance carried to		
Balance Sheet	(1748.59)	(1774.50)

1. Operations

The Production continued to be suspended during the year under report. The Company has earned incurred net profit of Rs 25.91 in comparison with net profit of Rs 66.39 Lakhs in the previous year.

2. Erosion of Networth :

The Company submitted report to BIFR regarding erosion of net worth as on 31.03.2016 in February 2016. In terms of provisions of Sick Industrial Companies (Special Provisions) Act, 1985 (SICA).

3. Issues after the Financial year:

There are no significant issues concerning the business activities of the company which will impact the business operations of the company after the closure of the financial year ending on 31 03 2020.

4. Discloser as per Regulation 14 of SEBI (LODR) Regulations, 2015.

The company's shares are listed on the Bombay Stock Exchange Ltd., P J Towers, Dalal Street, Fort, Mumbai.

5. Meetings of the Board of Directors

During the year ended March 31st 2020, 4 (Four) Board Meetings were held. The dates on which the Board Meetings were held are 30.05.2019, 14.08.2019, 14.11.2019, 14.02.2020.

6. Statement on Declaration given by Independent Directors under Section 149(6) :

The Independent Directors have submitted declaration of independence as required pursuant to Section 149(7) of the Companies Act, 2013 stating that they meet the criteria of independence as provided in Section 149(6)

7. Nomination and Remuneration Committee:

The Nomination and Remuneration Committee consists of the following directors namely Smt. R Rama Devi, Sri N V S Rao, Sri D V Prudvi Raju and Sri DRSP Raju.

Brief description of terms of reference :

- Carry on the evaluation of every director's performance
- Formulation of criteria for determining qualification, positive attributes and independence of a Director
- Recommend policy to the Board relating to remuneration of the directors, key managerial personnel and other employees.
- Devising a policy on board diversity
- Any other matter as the board may decide from time to time.

Nomination and Remuneration Policy :

The objective of the policy :

- Lay down criteria and terms and conditions with regard to identifying persons who are qualified to become Directors and persons who may be appointed as key managerial persons and to senior management positions.
- To provide reward directly linked to their effort performance, dedication and achievement relating to company's operations.
- To retain, motivate, promote talent to ensure long term sustainability of talented managerial persons and create competitive advantage.
- Determine remuneration based on company's size and financial positions and trends and practices.

8. Particulars of Loans, Guarantees and Investments under Section 186

The Company has not given any loan, or guarantee, or provided any security in connection with a loan to any other body corporate or person during the financial year.

9. Particulars of contracts or arrangements with related parties referred to in Section 188(1) :

The particulars of contracts or arrangements with related parties referred to Sec.188(1) is prepared in Form No : AOC-2 pursuant to Sec 134(3)(h) of the Act and Rule 8(2) of the Companies (Accounts) Rules, 2014 and the same is enclosed as **Annexure-2** to this report.

10. Extract of Annual Return :

The extract of Annual Return is prepared in Form MGT-9 as per the provisions of Companies Act, 2013 and Rule 12 of the Companies (Management and Administration) Rules, 2014 and the same is enclosed as **Annexure -3** to this report.

11. Corporate Governance

The Company has implemented the Corporate Governance Code during the year under report. A detailed report is enclosed and form part of this Annual Report.

12. Directors Responsibility Statement

The Board of Directors of the Company hereby declares and states that :

- In the preparation of annual accounts, the applicable accounting standards have been followed along with proper explanation relating to material departures.
- 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 31.03.2020 and a profit of the Company for the period ended 31.03.2020.
- 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 fraud and other irregularities.

- the Directors have not been prepared the annual accounts on a going concern basis as the Company suspended the activities from 15th July 2014.
- The Directors had laid down internal financial controls to be followed by the company and that such internal financial controls are adequate and were operating effectively.
- The Directors had devised proper systems to ensure compliance with the provisions of all applicable laws and that such systems were adequate and operating effectively.

13. Energy, Technology and Foreign Exchange

Additional information on conservation of Energy, Technology Absorption and Foreign Exchange Earnings and Outgo as required to be disclosed in terms of Section 134(M) read with Companies (Accounts) Rules 2014) is as per **annexure 1** hereto and forms part of this report.

14. Risk Management Committee :

Risk Management Committee consists of the following Directors

- Smt. R Rama Devi**
- Sri D V Prudvi Raju**
- Sri N V S Rao**
- Sri D R S P Raju**

Risk Management Policy :

The Company has taken steps to mitigate the following risks.

Raw Material Price :

As the Company suspended the activities, there is no raw material.

Competition and price pressure :

Our being a packing industry there are many players and there is severe competition and price cutting indulged by competitors. Action of one player is followed by other to either increase market share or offer low price to retain the volumes, which leads to suspension of production activity of the company.

Foreign Currency Risks :

The Company's exposure to foreign currency is low. The export volumes are nil. The impact of foreign exchange fluctuation is almost negligible considering the volume of transactions in foreign currency.

15. Statutory Auditors

As M/s K P Rao & Co., Chartered Accountants, Bangalore, the Statutory Auditors of the Company, expressed their inability to conduct the statutory audit of the company and submitted their resignation, M/s G M K Associates, Chartered Accountants, Hyderabad willing to act as statutory auditors of the company for a period of 5 years from the conclusion of ensuing Annual General Meeting, subject to approval of the shareholders in the ensuing Annual General Meeting to be held on 29 th September, 2020.

The Company has obtained necessary certificate under Section 141 of the Act 2013 from the auditor conveying their, eligibility for the above appointment. The Audit Committee and Board reviewed their eligibility criteria, as laid down under Section 141 of the Act 2013 and recommended their appointment as Auditors for the aforesaid period

16. Board of Directors:

Sri D V Prudvi Raju, Director is liable to retire by rotation at this Annual General Meeting and being eligible offers himself for appointment as the director of the Company.

17. Secretarial Audit Report:

Copy of the Secretarial Audit Report issued by Sri VBSS Prasad, Practicing Company Secretary (CP No: 4605) for the year under report in Form MR-3 is attached as **Annexure -4** to this report. There are qualifications in the Secretarial Audit Report, which were the result of financial crunch the company is facing due to suspension of operations.

18. Particulars of appointment and remuneration of Managerial Personnel:

The statement of particulars of Appointment and Remuneration of Managerial Personnel in terms of Rule 5 of Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 is enclosed as Annexure 5 to this report.

19. Insurance:

All remaining properties and insurable interests of the Company have been fully insured

20. Change in nature of Business:

There is no change in the Company's nature of business during the financial year ending 31.03.2020

21. Internal Control System and their adequacy:

Considering the size of business and nature of operations, the internal control systems and procedure adopted by the company are reviewed periodically by the Board and Audit Committee. The existing control systems are adequate.

22. Significant and Material orders passed by Regulators:

No such orders have been received during the year under review.

Material changes and commitments :

There are no material changes and commitments in the business operations of the Company during the year under review except that the production continues to remain suspended since 15th July 2014

23. Policy on Sexual Harrassment:

The Company has no employees on its roles and specifically no women employee in the employment of the Company. The Company is in the process of framing and formulating policy on sexual harassment at workplace in accordance with Sexual Harassment of Women at workplace (Prevention prohibition and Redressal) Act, 2013. During the year under review the Company has not received any complaints pertaining to Sexual Harassment.

24. Acknowledgements:

The Board has expressed its gratitude to the State Bank of India, various departments of the State and Central Government, customers, vendors and shareholders for their valuable support to the company, staff and employees.

On behalf of the Board.
for **DECCAN POLYPACKS LIMITED**

Place : Hyderabad
Date:30.06.2020

D V. Prudvi Raju
Whole Time Director

CORPORATE GOVERNANCE REPORT

I. The Corporate Governance Code

The Company is implementing the Corporate Governance Code as per the guidelines issued by the Stock Exchange. The Company has consistently practiced good corporate governance. The Company creates an environment for the efficient conduct of the business and to enable management to meet its obligations to all its stakeholders, including amongst others, customers, employees and the community in which the Company operates.

II. Board of Directors ("Board")

The Board of Directors comprising one Whole Time Director, One Non Executive Non Independent Director, One Independent Non Executive Women Director and Independent Non Executive Director. The composition of the Board is in conformity with SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015

a) Composition of the Board

Name of the Director	Status
Sri D V Prudvi Raju	Whole Time Director & Executive
Smt. R Rama Devi	Independent, Non-Executive Women Director
Sri N V S Rao	Independent and Non-Executive
Sri D R S P Raju	Promoter and Non-Executive

b) Board Meetings :

The meetings of the Board of Directors are held at the Registered Office of the Company at Hyderabad and agenda for which is circulated at least 7 days in advance. Senior Management of the Company is invited to attend the Board Meetings, to make presentations and provide clarifications as and when required. The Board meets at least once a quarter to review the quarterly performance and financial results.

c) Number of Board Meetings

During the year from 1st April 2019 to 31st March 2020 the Board met Four times on the following dates.

Sl.No	Date	Board Strength	No. of Directors present
01	30.05.2019	4	3
02.	14.08.2019	4	3
03.	14.11.2019	4	3
04.	14.02.2020	4	3

d) Attendance of Directors

Name of the Director	No. of Board Meetings held	No. of Board Meetings attended	Attendance at the last Annual General Meeting	No. of Directorships in other Board as on 31.03.2020	No. of memberships in other Board Committees as on 31.03.2020
Sri D V Prudvi Raju	4	4	Yes	2	Nil
Smt. R. Rama Devi	4	4	Yes	2	Nil
Sri NVS Rao	4	-	No	-	Nil
Sri DRSP Raju	4	4	Yes	5	Nil

Pursuant to Regulation 34(3) read with Schedule V Part (C) (2)(h) of Listing Regulations the Board of Directors has identified the following the requisite skills/expertise and competencies for the effective functioning of the Company which are currently available with the Board.

S.No.	Name of the Director Designation	Core Skills / Expertise / Competencies
1.	DRSP Raju, Director	Graduate and having more than 35 years of experience in manufacturing sector, one of the founder Member of the Company Deccan poly Packs Ltd. He is also have rich experience in export marketing and related international trade. Good knowledge in FINANCE, TECHNICAL AND Administrative Experience. He is also a Board Member in an EOU company. He also active participant in business commerce association and participated in GOI trade delegations. Past National President of our product (AIFTMA) and EX Regional Chairman of PLEXCONCIL A Government of India under Ministry of Commerce.
2.	DV Prudvi Raju, Whole Time Director	Whole Time Director of the company, having rich experience of more than 10 years in Corporate Management, Post Graduate and specialised in Marketing. Good admin skills to manage men and machinery and motivator for desired results. Technical oriented and task better for productivity and quality. Improved production levels, developed new products for the satisfaction of customers with cost saving.
3.	R. Rama Devi, Director	Post Graduate in Technical Field and having corporate experience for more than 15 years. Independently established and managed packaging industry on her own. Maintained high standards of corporate governance and improved new clients for the product.
4.	NVS Rao, Director	Retired from State bank of India as AGM having more than 35 years of banking experience. Have been associated with the company and contributed immensely in guiding the financial management.

In the opinion of the Board all the independent directors fulfill the conditions as specified in the Listing Regulations and are independent of the management.

III. Committees of Directors :

The Board has constituted Committees which comply with the requirements of SEBI(Listing Obligations and Disclosure Requirement) Regulations 2015.

a: Audit Committee

- i) The committee comprises of the following non-executive members of the Board.

1. Smt. R Rama Devi	Chairman
2. Sri D V Prudvi Raju	Member
3. Sri NVS Rao	Member
4. Sri DRSP Raju	Member

During the year 1st April 2019 to 31st March 2020 the committee had four meetings.

Sl. No	Date
1	30.05.2019
2	14.08.2019
3	14.11.2019
4	14.02.2020

ii) Attendance of the Directors in the Audit Committee Meeting :

Name of the Director	No. of Meetings held	No. of meetings attended
Smt. R Rama Devi	4	4
Sri D V Prudvi Raju	4	4
Sri NVS Rao	4	-
Sri DRSP Raju	4	4

iii) **Terms of reference:**

The Audit Committee has powers to investigate any activity within its terms of reference, seek information from any employee, obtain outside legal or other professional advice and secure attendance of outsiders with relevant expertise, if it considers necessary. The terms of reference of the Audit Committee also include the following:-

- 1) Overseeing of the company's financial reporting process and the disclosure of the financial information to ensure that the financial statements are correct, sufficient and credible.
- 2) Recommending the appointment and removal of external auditor, fixation of audit fee and also approval for payment for any other service.
- 3) Reviewing with management the annual financial statements before submission to the Board, focusing primarily on:
 - a) Any changes in accounting policies and practices
 - b) Major accounting entries based on exercise of judgment to management.
 - c) Qualifications in draft audit report
 - d) Significant adjustments arising out of audit
 - e) Compliance with accounting standards
 - f) Compliance with stock exchanges and legal requirement concerning financial statements.
 - g) Any related party transactions.
- 4) Reviewing with the management, external and internal auditors, the adequacy of internal control system.
- 5) Reviewing the adequacy of internal audit function, Structure, coverage and frequency of internal audit.
- 6) Discussion with internal auditors on significant findings and follow up thereon.
- 7) Reviewing the findings of any internal investigations by the Internal auditors into matters where there is suspected fraud or irregularity or a failure of internal control systems of a material nature and reporting the matter to the Board.
- 8) Discussions with external auditors before the audit commences, nature and scope of audit as well as post audit discussion to ascertain any area of concern.
- 9) Reviewing the company's financial and risk management Policies.
- 10) To look into the reasons for substantial defaults in the payment to the depositors, debenture holder, shareholders (in case of non-payment of declared dividends) and creditors.
- 11) Such other matters as may be entrusted to the committee from the time to time.

b) **Share Transfer Committee**

The Committee comprises of the following members of the Board.

Smt. R. Rama Devi	Chairman
Sri D V Prudvi Raju	Member
Sri NVS Rao	Member
Sri DRSP Raju	Member

Terms of Reference :

The Share Transfer Committee ratifies transfer of shares, deals with split and consolidation of shares, issue of duplicate shares etc.

Attendance of Directors in the Share Transfer Committee Meetings :

During the year, there was no share transfer committee was held.

Number of shares pending for transfer : Nil

c) Shareholders Grievances Committee :

The committee comprises of following members Smt. R Rama Devi, **Sri D V Prudvi Raju** Sri N V S Rao and Sri DRSP Raju. The terms of reference to the committee to look into investor complaints such as non-receipt of Balance Sheet, transfer of shares, non- receipt of declared dividend etc.

Details of Investors letters / Complaints received during the year ended 31st March, 2020.

S.No.	Nature of Letter / Complaints	Received	Disposed	Pending
1.	Non-receipt of share certificates after transfer / exchange / sub-dividend / consolidated /duplicate transfer and transmission	---	----	---
2.	Miscellaneous and others change of address, old share certificates and mandate etc.	---	----	---

All the complaints / letters received during the financial year were replied / resolved to the satisfaction of the shareholders and there are no complaints pending as on 31st March, 2020

d) Nomination and Remuneration Committee:

- a) Smt. R Rama Devi - Chairman
- b) Sri N V S Rao - Member
- c) DRSP Raju - Member
- d) Sri N V S Rao - Member

During the year 1st April 2019 to 31st March 2020, no meeting of the Committee was held.

Terms of Reference:

To fix the remuneration payable to Managerial Personnel and such other matters as may be entrusted from time to time.

e) Risk Management Committee :-

Risk Management Committee consists of the following :

- a) Smt. R.Rama Devi
- b) Sri D V Prudvi Raju
- c) Sri NVS Rao
- d) Sri DRSP Raju

Terms of Reference

The Committee is evaluate and advise on various types of risks the business is exposed and the measures to mitigate the risks.

f) Non-Executive Directors:

Name	Sitting Fee (Rs.)	No. of Shares
Smt. R. Rama Devi	10,000.00	-
Sri N V S Rao	-	-

No remuneration is paid to the non-executive Directors except sitting fees

IV. Subsidiary Company

There is no Subsidiary Company.