



#### **BOARD OF DIRECTORS**

SR. NO	NAME	DIN	DESIGNATION
1.	Shri Naresh Saboo	00297916	Managing Director & CFO
2.	Smt. Madhu Saboo	00395363	Whole Time Director
3.	Shri Harshal Ashok Madan	08227283	Independent Director (Resigned w.e.f 23-11-21)
4.	Miss Reenal Jigar Kamdar	07143495	Independent Director

#### **BOARD COMMITTEES**

AUDIT COMMITTEE				
SR. NO	NAME	DESIGNATION		
1.	Miss Reenal Jigar Kamdar	Chairman		
2.	Shri Naresh Saboo	Member		
3.	Smt. Madhu Saboo	Member		
NOMINATION & REMUNERATION COMMITTEE				
SR. NO	NAME	DESIGNATION		
1.	Miss Reenal Jigar Kamdar	Chairman		
2.	Shri Naresh Saboo	Member		
3.	Smt. Madhu Saboo	Member		
STAKEHOLDERS RELATIONSHIP COMMITTEE				
SR. NO	NAME	DESIGNATION		
1.	Miss Reenal Jigar Kamdar	Chairman		
2.	Shri Naresh Saboo	Member		
3.	Smt. Madhu Saboo	Member		

STATUTORY AUDITORS				
R A Gupta & Associates	Chartered Accountants, Nagpur			
SECRETARIAL AUDITORS				
Manoj Agrawal & Associates	Company Secretaries, Nagpur			
REGISTRAR & TRANSFER AGENT				
Purva Sharegistry (I) Pvt. Ltd.	9, Shiv Shakti Industrial Estate, J.R. Boricha Marg, Opp. Kasturba Hospital, Lower Parel (E), Mumbai- 400 011.			
	Tele: (022) 23016761			
	Email: support@purvashare.com			
	Web: www.purvashare.com			
BANKERS				
Union Bank of India				



#### NOTICE

#### DIAMANT INFRASTRUCTURE LIMITED

Reg. Office: Pl No. 3, Hindustan Colon, Wardha Road, Nagpur-440015 [CIN: L26994MH2003PLC143264] Tel.: +91 712 6610222 Fax: +91 712 6641261 Web: www.diamantinfra.com, Email: diamant123@gmail.com

#### NOTICE OF THE 42<sup>ND</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 42<sup>nd</sup> Annual General Meeting of DIAMANT INFRASTRUCTURE LIMITED will be held on Friday, 30<sup>th</sup> September, 2022 at 10:00 a.m. at the registered office of the company i.e., PI No. 3, Hindustan Colony, Wardha Road, Nagpur-440015, Maharashtra to transact the following business:

#### ORDINARY BUSINESS

- 1. To receive, consider and adopt the Audited Financial Statement of the Company for the Financial Year ended 31st March, 2022 and the reports of the Board of Directors and Auditors thereon.
- 2. To appoint a director in place of Smt. Madhu Saboo, Director (DIN: 00395363), who retires by rotation and being eligible, offers herself for re- appointment

By order of the Board of Directors

-/Sd Naresh Saboo Managing Director (DIN: 00297916)

**Registered Office:** Pl No. 3, Hindustan Colony Wardha Road, Nagpur-440015

01-09-2022 Place: Nagpur

#### <u>NOTES</u>

#### 1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/ HERSELF AND SUCH PROXY NEED NOT BE A MEMBER. PROXIES IN ORDER TO BE EFFECTIVE MUST BE RECEIVED AT PL No. 3, HINDUSTAN COLONY, WARDHA ROAD, NAGPUR - 440 015 NOT LESS THAN FORTY-EIGHT HOURS BEFORE THE MEETING

- 2. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and the Circulars issued by the Ministry of Corporate Affairs dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote e-voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency.
- 3. In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April 13, 2020, the Notice calling the AGM has been uploaded on the website of the Company at www.diamantinrfa.com. The Notice can also be accessed from the websites of the Stock Exchange i.e. BSE Limited at www.bseindia.com and the AGM Notice is also available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. www.evoting.nsdl.com.
- 4. Brief resume of the directors seeking appointment / reappointment and other details as stipulated under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standards are annexed hereto.
- 5. Corporate members intending to attend the meeting are requested to send to the Company a certified true copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.
- 6. Mr. Manoj Agrawal, of M/s. Manoj Agrawal & Associates, Company Secretaries, has been appointed as the Scrutinizer to scrutinize the voting by electronic means or ballot or polling paper in a fair and transparent manner. The Scrutinizer shall, immediately after the conclusion of voting at the general meeting, first count the votes cast at the meeting, thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the company and make, not later than 48 hours of conclusion of the meeting, a consolidated Scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorised by him who shall countersign the same.

The Chairman or a person authorised by him shall declare the result of the voting forthwith. The results declared along with the Scrutinizer's report shall be placed on the Company's website <u>www.diamantinfra.com</u> and on the website of NSDL <u>www.evoting.nsdl.com</u>. The company shall simultaneously communicate the results to BSE Limited, where the shares of the company are listed.

7. The Register of Members and Share Transfer Books of the Company will remain closed from 24<sup>th</sup> September, 2022 to 30<sup>th</sup> September, 2022 (both days inclusive) for annual closing.



- 8. Members who are holding shares in physical form are requested to intimate immediately their change of address/ change of bank account, if any, to Registrar & Share Transfer Agent (RTA) quoting reference of the Registered Folio Number. Members who are holding shares in dematerialized form are requested to intimate immediately their change of address / change of bank account, if any, to their respective Depository Participant.
- 9. Members are requested to note that in terms of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (amended from time to time), with effect from 1 April 2019, shares of the Company can be transferred only in dematerialised form. In view of the above, Members are advised to dematerialise the shares held by them in physical form. This will also eliminate all risks associated with holding securities in physical form and provide ease in portfolio management.
- 10. In terms of circulars issued by Securities and Exchange Board of India (SEBI), it is now mandatory to furnish a copy of PAN Card to the Company or its RTA in the following cases viz. Transfer of shares, Deletion of name, Transmission of shares Transposition of shares held in Physical form etc. Shareholders are requested to furnish copy of PAN card for all above mentioned transactions.
- 11. All correspondence regarding shares of the Company should be addressed to the company's Registrar and Transfer Agent M/S Purva Share registry (India) Pvt. Ltd., 9, Shiv Shakti Industrial Estate, Sitaram Mills Compound, J. R. Boricha Marg, Opp. Kasturba Hospital, Lower Parel (East) Mumbai 400 011. The members are requested to notify immediately any change in their address to the RTA.
- 12. As per the provisions of the Companies Act, 2013, facility for making nomination is available to individuals holding shares in the Company. The prescribed nomination form can be obtained from the Registrar and Share Transfer Agent (RTA)/Depository Participant (DP).
- 13. The members who have not yet registered their email address are requested to register/ update of physical form with the RTA.
- 14. Members who have multiple accounts in identical names or joint accounts in the same order are requested to their email address in respect of equity shares held by them in demat form with their respective DP's and in the case send all the Share Certificate(s) to the Company's RTA for consolidation of all such shareholdings into one account to facilitate better service.
- 15. In accordance with the circulars issued by Ministry of Corporate Affairs and SEBI, the notice of the 42<sup>nd</sup> AGM along with the Annual Report 21-22, is being sent by electronic mode to all the Members holding shares in dematerialised mode and whose e-mail addresses are available with the Depository Participant(s) as well as to all the Members holding shares in physical mode whose e-mail addresses are registered with the Company/RTA for communication purposes. Procedure for obtaining the Annual Report, AGM notice as well as electronic voting (e-voting) instructions for Members whose e-mail addresses are not registered with the depositories or with RTA is provided

herein and also available on the website of the Company. The report is also available on the Company's website, website of the Stock Exchange i.e. BSE Limited.

Physical copy of the notice of the 42<sup>nd</sup> AGM along with Annual Report 21-22 shall be sent to those members who request for the same. Members may please bring the Admission Slip duly filled in and may hand over the same at the entrance to the Meeting Hall.

- 16. Members desirous of obtaining any information concerning accounts and operations of the Company are requested to address their questions in writing to the Board of Directors of the Company at least 7 days before the date of the Meeting so that the information required may be made available at the Meeting.
- 17. Electronic copy of relevant documents referred to in the Notice and Explanatory Statement will be made available through email for inspection by the Members. A Member is requested to send an email to diamant123@gmail.com for the same
- 18. The route map to the venue of AGM is annexed with this notice.

#### **19. THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING ARE AS UNDER:-**

The remote e-voting period begins on 27-09-2022 at 09:00 A.M. and ends on 29-09-2022 at 05:00 P.M. The remote e-voting module shall be disabled by NSDL for voting thereafter.

#### How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

Step 1: Log-in to NSDL e-Voting system at <u>https://www.evoting.nsdl.com/</u> Step 2: Cast your vote electronically on NSDL e-Voting system. Details on Step 1 is mentioned below:

How to Log-in to NSDL e-Voting website?

- 1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.com/</u> either on a Personal Computer or on a mobile.
- 2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholders' section.
- 3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen. Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at https://eservices.nsdl.com/ with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.



Your User ID details are given below :				
Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:			
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID			
	For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.			
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12************ then your user ID is 12******			
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***			

- 5. Your password details are given below:
  - a) If you are already registered for e-Voting, then you can user your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
  - c) How to retrieve your 'initial password'?
    - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
    - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered**

- 6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on "**Forgot User Details/Password**?"(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
  - b) **Physical User Reset Password**?" (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at <u>evoting@nsdl.co.in</u> mentioning your demat account number/folio number, your PAN, your name and your registered address.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
- 7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 8. Now, you will have to click on "Login" button.
- 9. After you click on the "Login" button, Home page of e-Voting will open.

#### **Details on Step 2 is given below:**

#### How to cast your vote electronically on NSDL e-Voting system?

- 1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
- 2. After click on Active Voting Cycles, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle is in active status.
- 3. Select "EVEN" of company for which you wish to cast your vote.
- 4. Now you are ready for e-Voting as the Voting page opens.
- 5. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 6. Upon confirmation, the message "Vote cast successfully" will be displayed.
- 7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- 8. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

#### **General Guidelines for shareholders**

1 Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to manojcs03@gmail.com with a copy marked to evoting@nsdl.co.in.



- 2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.
- 3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of <u>www.evoting.nsdl.com</u> or call on toll free no.: 1800-222-990 or send a request to Mrs. Pallavi Dhabke at <u>evoting@nsdl.co.in</u>

# Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

- 1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to diamant123@gmail.com.
- In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to diamant123@gmail.com.