

Ekam Leasing and Finance Co. Ltd.



**27th Annual Report
2019-20**



OUR CORE VALUES:

INTEGRITY: Integrity means that we are truthful and honest in all areas of life, in our professional work and in our personal lives. We are committed to our values and we protect our company culture through our commitment to possessing integrity at an organizational level. At EKAM, we value this virtue because a workplace in which employees carry out their work with integrity is one that is successful, healthy, and fosters desirable leadership qualities in others.

COMMITMENT: On the foundation of Integrity, doing all that is needed to deliver value to all stakeholders. Lasting relationships are the lifeblood of our business. We are committed to being the best we can be. We constantly look to improve ourselves and our service, cultivating our knowledge, skill, and attitudes to achieve excellence.

HONESTY: At EKAM, we believe in the age old adage, honesty is the best policy. We place honesty at the foundation of all we do and it is the basis from where we build our relationships. To uphold our pledge to honesty, we have the courage to ask for help and feedback when needed and are realistic about what we can and can't do.

LOYALTY: We are dedicated to building and maintaining loyal relationships with our external customers and internal colleagues. At EKAM, we strive to be a loyal ambassador for our clients and candidates, work in a collaborative and co-operative manner and treat others in a manner that you would wish to be treated.

TEAMWORK: We believe in the inherent worth for all people. We provide opportunity and encouragement to help our people reach their potential. Employees of our Company are the engine of value creation, our imagination, determination and their dedication is essential to the growth of our company.

CORPORATE INFORMATION

CHAIRMAN CUM MANAGING DIRECTOR

Mr. Rakesh Jain

DIRECTORS AND KEY MANAGERIAL PERSONNEL

Mr. Prakash Goyal, Independent Director
Mrs. Mamta Jain , Woman Director
Mr. Saurabh Jain, Independent Director
Mr. Rakesh Jain, Executive Director

CHIEF FINANCIAL OFFICER

Mr. Krishan Kumar Didwaniya

COMPANY SECRETARY

Ms. Komal (Upto 16th June, 2020)

REGISTERED OFFICE

No. 11, Rani Jhansi Road, (Motia Khan)
M.M. Road, New Delhi – 110 055

STATUTORY AUDITOR

M/s Doogar & Associates
Chartered Accountant

INTERNAL AUDITOR

M/s B. Rattan and Associates
Chartered Accountant

REGISTRAR & SHARE TRANSFER AGENT

M/s. Alankit Assignments Limited
4E/2, Jhandewalan Extension, New Delhi – 110 055

BANKERS

State Bank of India,
Faiz Road, New Delhi-110005

27th ANNUAL GENERAL MEETING

Date	29th September, 2020
Day	Tuesday
Time	11:30 A.M.
Place	Through Video Conferencing(VC)/Other Audio-Visual Means(OAVM).

COMPOSITION OF COMMITTEES OF THE COMPANY



AUDIT COMMITTEE

Shri Prakash Goyal - Chairman

Shri Saurabh Jain - Member

Shri Rakesh Jain - Member

NOMINATION AND REMUNERATION COMMITTEE

Shri Prakash Goyal - Chairman

Shri Saurabh Jain - Member

Smt. Mamta Jain - Member

STAKEHOLDER RELATIONSHIP COMMITTEE

Smt. Mamta Jain - Chairman

Shri Saurabh Jain - Member

Shri Rakesh Jain - Member

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NOTICE

Notice is hereby given that the Twenty Seventh Annual General Meeting of the members of EKAM LEASING AND FINANCE CO. LIMITED will be held on Tuesday, the 29th September 2020, at 11:30 A.M. through Video Conferencing (VC) / Other Audio Visual Means (OAVM) to transact the following business:

ORDINARY BUSINESS

1. To receive, consider and adopt :

- a. the Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2020, together with the Reports of the Board of Directors and the Auditors thereon; and
- b. the Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2020, together with the Report of the Auditors thereon.

2. Appointment of a Director in place of Retiring Director

To appoint a director in place of **Mrs. Mamta Jain (DIN: 05274582)**, who retires by rotation and being eligible offers herself for re-appointment.

SPECIAL BUSINESS

3. RE-APPOINTMENT OF MRS. MAMTA JAIN (DIN: 05274582) AS NON-EXECUTIVE (NON-INDEPENDENT) WOMAN DIRECTOR OF THE COMPANY

To consider and if thought fit, to pass with or without modification(s), the following resolution as a ordinary Resolution:

“RESOLVED THAT pursuant to Section 149, 152, 161 and other applicable provisions of the Companies Act 2013 and the Companies (Appointment and Qualifications of Directors) Rules, 2014 (including any statutory modification(s) or enactment thereof for the time being in force) read with Regulation 17 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Mrs. Mamta Jain (DIN: 05274582) who was re-appointed as Non-Executive (Non-Independent) Woman Director by the board of directors of the company on the recommendation of the Nomination and Remuneration Committee of the board of directors at their meeting held on 10th February, 2020 and in respect of whom the company has received a notice in writing under section 160(1) of the Act from a member proposing her candidature for the office of woman director, be and is hereby re-appointed as a Non-Executive (Non Independent) Woman Director of the company liable to retire by rotation, to hold office for a term of five (5) years commencing from **20th March, 2020 upto 19th March, 2025.**

RESOLVED FURTHER THAT any director of the company be and is hereby severally authorized to file requisite e-forms with the Registrar of Companies, NCT of Delhi & Haryana and to do all such acts, deeds, thing and execute all such documents, instruments, and writing as may be required and to delegate all or any of its power herein conferred to any Committee of Directors to give effect to the aforesaid resolution.”

Registered Office:

No. 11, Rani Jhansi Road, (Motia Khan), M.M. Road,
New Delhi - 110 055.
Corporate Identity Number: L74899DL1993PLC055697
Tel: 011-23528015,
Email: ekam.leasing1@gmail.com, info@ekamleasing.com
Website: www.ekamleasing.com

**By order of the Board of Directors
Ekam Leasing & Finance Co. Limited**

**Rakesh Jain
Managing Director
DIN : 00061737**

Date: August 24, 2020
Place: New Delhi

Notes

1. In view of the outbreak of the COVID-19 pandemic, social distancing to be followed and the continuing restriction on movement of persons at several places in the country and pursuant to General Circular nos. 14/2020, 17/2020 and 20/2020 dated April 8, 2020, April 13, 2020 and May 5, 2020 respectively, issued by the Ministry of Corporate Affairs ("MCA circulars") and Circular no. SEBI/HO/CFD/CMD1/CIR /P/2020/79 dated May 12, 2020 issued by the Securities and Exchange Board of India ("SEBI Circular") and in compliance with the provisions of Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") and in accordance with the Secretarial Standard- 2 and general Guidance/Circular issued by ICSI dated April 15, 2020, the 27th AGM of the Company is being conducted through VC/OAVM Facility, which does not require physical presence of Members at a common venue. The deemed venue for the 27th AGM shall be the Registered Office of the Company.
2. In compliance with the aforesaid MCA Circulars and SEBI Circular, the Notice of the 27th AGM and other documents are being sent only through electronic mode to those Members whose email addresses are registered with the Company/Depositories.

Therefore, those Members, whose email address is not registered with the Company or with their respective Depository Participant/s, and who wish to receive the Notice of the 27th AGM and the Annual Report for the year 2019-20 and all other communications sent by the Company, from time to time, can get their email address registered by following the steps as given below: -
 - a. For Members holding shares in physical form, please send scan copy of a signed request letter mentioning your folio number, complete address, email address to be registered alongwith scanned self-attested copy of the PAN and any document (such as Driving License, Passport, Bank Statement, AADHAR) supporting the registered address of the Member, by email to the Company's RTA at: rta@alankit.com.
 - b. For the Members holding shares in demat form, please update your email address through your respective Depository Participant/s.
3. Since this AGM is being held pursuant to the MCA circulars through VC/OAVM, physical attendance of Members has been dispensed with and there is no provision for the appointment of proxies. Accordingly, the facility for appointment of proxies by the Members under Section 105 of the Act will not be available for the 27th AGM and hence, the Proxy Form and Attendance Slip are not annexed to this Notice.
4. Corporate Members intending to authorize their representatives to participate and vote at the meeting are requested to email a certified copy of the Board resolution/authorization letter to the Company at ekam.leasing1@gmail.com with a copy marked to evoting@nsdl.co.in.
5. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote.
6. The relevant Explanatory Statement and reasons in respect of proposed Special Business (es) pursuant to Section 102 of the Companies Act, 2013 are annexed hereto. The relevant details, pursuant to Regulations 26(4) and 36(3) of the SEBI Listing Regulations and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India, in respect of Director seeking re-appointment at this AGM is annexed.
7. Members seeking any information with regard to accounts or operations are requested to write to the Company at an early date, preferably at least seven (07) days prior to the date of meeting, so as to enable the management to keep the information ready.

8. The Register of Members and Share Transfer Books of the Company will remain closed from **Wednesday, 23rd September, 2020 to Tuesday, 29th September, 2020** (both days inclusive) for the purpose of Annual General Meeting.
9. As per the provision of Section 152 of the Companies Act, 2013, the Company has received declarations from all the Independent Directors stating that they meet with the criteria of Independence as prescribed under sub-section (6) of Section 149 of the Companies Act, 2013.
10. Pursuant to the requirements of Corporate Governance under Regulation 27 of SEBI (Listing Obligation & Disclosure Requirement) Regulations 2015 entered into with the Stock Exchange(s), the brief resumes of all the Directors proposed to be re-appointed, nature of their expertise in specific functional areas, names of companies in which they hold directorships and memberships/chairmanships of Board/Committees, shareholding and relationships between Directors inter-se, are provided in the Corporate governance report and Board Report forming part of the Annual Report.
11. The Securities and Exchange Board of India ("SEBI") has mandated the submission of Permanent Account Number (PAN) and Bank account details by every participant in securities market. Members holding shares in electronic form are therefore, requested to submit the PAN to their depository participants with whom they are maintaining their demat accounts. Under Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 the intimation letter regarding updation of Bank account and PAN have been duly sent through the Company's Registrar and Share Transfer Agent i.e **M/s Alankit Assignments Limited**.
12. Members holding shares in dematerialized form are requested to intimate all changes pertaining to their bank details such as bank account number, name of the bank and branch details, MICR code and IFSC code, mandates, nominations, power of attorney, change of address, change of name, email address, contact numbers, etc. to their Depository Participant (DP). Changes intimated to the DP will then be automatically reflected in the Company's records which will help the Company and the Company's Registrar and Share Transfer Agents to provide efficient and better services.
13. As per Regulation 40 of SEBI Listing Regulations, securities of listed companies can be transferred only in dematerialized form with effect from April 01, 2019, except in case of request received for transmission or transposition of securities. In view of this, Members holding shares in physical form are requested to consider converting their holdings to dematerialized form.
14. NSDL e-Voting system – for remote e-Voting and e-Voting during AGM
 - i) Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements), Regulations 2015, and MCA Circulars 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 Services Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized e-Voting's agency.
 - ii) The facility of casting votes by a Member using remote e-Voting as well as the e-Voting system on the date of the AGM will be provided by NSDL.
 - iii) The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice.

- iv) The facility of participation at the AGM through VC/OAVM will be made available to atleast 1000 Members on first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors, etc. who are allowed to attend the AGM without restriction on account of first come first served basis.
- v) The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Companies Act, 2013.
- vi) Pursuant to MCA Circular No. 14/2020 dated April 08, 2020, the facility to appoint proxy to attend and cast vote for the Members is not available for this AGM. However, in pursuance of Section 112 and Section 113 of the Companies Act, 2013, representatives of the Members such as body corporate can attend the AGM through VC/OAVM and cast their votes through e-Voting.
- vii) In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April 13, 2020, the Notice calling the AGM and the Annual Report for the financial year 2019-20 has been uploaded on the website of the Company at www.ekamleasing.com. The Notice can also be accessed on 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.

15. Instructions for Shareholders for remote e-Voting are as under:

- i) **The voting period shall begin on Saturday, 26th September, 2020 at 9.00 a.m. and end on Monday, September 28, 2020 at 5.00 p.m.**

During this period, Shareholders of the Company holding shares either in physical or dematerialized form, as on the cut-off date (record date) of September 22, 2020 may cast their vote electronically.

The e-Voting module shall be disabled by NSDL for voting thereafter.
- ii) The Board of Directors has appointed KKS and Associates, Practising Company Secretaries, as the Scrutiniser for scrutinising the e-Voting process in a fair and transparent manner.

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 <https://www.evoting.nsdl.com/>

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: <https://www.evoting.nsdl.com/> 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.

4. 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 use 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 evoting@nsdl.co.in 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.