

# **HEMO ORGANIC LTD**

(Formally named as Dinesh Allorga Ltd.)

## **22<sup>th</sup> ANNUAL REPORT : 2013-14**

### **Registered Office**

8-A, Gulnar Chinari – Gulnar Apartment,

Anand-V.V.Nagar Road,

Anand-388 001 (Gujarat)

### **Factory**

Lunej – 388 620, Ta – Khambhat,

Dist – Anand, Gujarat

## HEMO ORGANIC LIMITED

Board of Directors	:	Dr. Dineshrai S. Patel <i>Chairman and Managing Director</i>
		Mrs. Sona D. Patel: Director
		Mr. Pankaj R. Patel: Director
		Mr. Krushnakant R. Patel: Director
		Mrs. Kinnari S. Patel: Director
Statutory Auditors	:	Darji and Associates Chartered Accountants. Anand.
Company Law Consultant	:	D. G. Bhimani & Associates Company Secretaries. Anand.
Bankers	:	State Bank of India
Registered Office	:	8-A, 'GULNAR', Gulnar - Gulnar Apartment Anand - V V Nagar Road Anand - 388001
Works	:	At & Post: Lunej 388620 Tal: Khamohat Dist. Anand

**TO THE SHAREHOLDERS  
NOTICE :**

Notice is hereby given that 22<sup>nd</sup> Annual General Meeting of HEMO ORGANIC LIMITED will be held on Tuesday, 30<sup>th</sup> September, 2014 at 11.00 a.m. at 201, Sigma, Opp. Pragati Mandal, Vallabh Vidyanagar - 388120 to transact the following ordinary and special business :

**ORDINARY BUSINESS :**

1. To receive, consider and adopt the Audited Balance Sheet as at 31<sup>st</sup> March, 2014 and the Statement of Profit & Loss and Cash Flow Statement for the year ended on that date together with the Reports of Auditors and Directors' Report thereon.
2. To appoint auditors and fix their remuneration.
3. To appoint director in place of Mrs. Kinnari S. Patel (DIN 02889405), who retire by rotation and being eligible, offer herself for re-appointment.

**SPECIAL BUSINESS :**

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

**"RESOLVED THAT**

pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule IV to the Companies Act, 2013, and Clause 49 of the Listing Agreement entered into with the BSE Ltd, Mr. Pankaj R. Patel (DIN 02889398), an Independent Director of the Company and whose term of office was liable to be determined by retirement of director by rotation in accordance with the erstwhile applicable provisions of the Companies Act, 1956 and rules made there under, is appointed as an Independent Director of the Company to hold the office for five consecutive years for a term up to the conclusion of the 22<sup>nd</sup> Annual General Meeting of the Company for the financial year ended on 31<sup>st</sup> March 2014."

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

**"RESOLVED THAT**

pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule IV to the Companies Act, 2013, and Clause 49 of the Listing Agreement entered into with the BSE Ltd, Mr. Krushnakant R. Patel (DIN 005007736), an Independent Director of the Company and whose term of office was liable to be determined by retirement of director by rotation in accordance with the erstwhile applicable provisions of the Companies Act, 1956 and rules made there under, is appointed as an Independent Director of the Company to hold the office for five consecutive years for a term up to the conclusion of the 22<sup>nd</sup> Annual General Meeting of the Company for the financial year ended on 31<sup>st</sup> March 2014."

**FOR AND ON BEHALF OF THE BOARD  
For HEMO ORGANIC LIMITED**

Place : Anand  
Date : 28.05.2014

**Dr. Dinesh Patel**  
Chairman & Managing Director

## HEMO ORGANIC LIMITED

### NOTES :

- (A) A MEMBER ENTITLED TO ATTEND VOTE AT THE MEETINGS IS ENTITLED TO APPOINT ONE OR MORE PROXIES TO ATTEND, AND VOTE ON A POLL ONLY INSTEAD OF HIMSELF. AND A PROXY NEED BE A MEMBER. PROXY IN ORDER TO BE EFFECTIVE, MUST BE RECEIVED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE MEETING.
- (B) Register of members and share transfer books of the company shall remain closed from 24.09.2014 to 30.09.2014 (both days inclusive).
- (C) **The Process for e-voting:**

**Step 1:** Open your web browser during the voting period i.e. 25.09.2014 at 10 a.m. to 26.09.2014 at 6 p.m. log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).

**Step 2:** Click on "shareholders" to cast your vote(s)

**Step 3:** Please enter user ID:-

- a. For account holders in CDSL :- Your 16 Digit beneficially ID
- b. For Account holders in NSDL :- Your 8 character DP ID followed by 8 digits Client ID
- c. Members holding shares in physical Form should enter folio no registered with the company.

**Step 4:** Enter the image verification as display and click on login

**Step 5:** If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and Voted on an earlier voting of any company then your existing password is to be used.

**Step 6:** If you are a first time user follow the steps given below:

- 6.1 Enter your 10 digit alpha numeric PAN issued by income tax department.  
For members who have not updated their PAN with the depository participant are requested to use the first 10 letters of the name and the last 8 digits of the clients ID demat account/ folio no in the PAN field. In case the folio no is less than 8 digits enter the applicable no of 0's before the no after the first two characters of the name in CAPITAL letters. E.g. if your name is Rameshkumar with folio no 100 then enter RA00000100 in the PAN field. Please note - If your name in the Register of Members of the Company starts with any Prefix like "Dr.", "Mr.", "Mrs.", "Shri", "Smt." etc., then please use the first two letters of the Prefix. If the second letter in your name contains any special character, then use the number 0 in its place. For exact name, please refer the Address Slip.
- 6.2 Enter the Date of Birth (DOB) recorded in the demat account or registered with the Company for the demat account in DD/MM/YYYY format.
- 6.3 Enter your Bank details (Account Number) recorded in the demat account or registered with the Company for the demat account.  
\* Any one of the details i.e. DOB or Bank details should be entered for logging into the account. If Bank details and Date of Birth are not recorded with the Depository or Company please enter the number of shares held by you as on the cut off date 29<sup>th</sup> August, 2014 in the bank details field.

**Step 7:** After entering these details appropriately, click on "SUBMIT" tab

**Step 8:** First time user holding shares in Demat form will now reach Password Generation menu wherein they are required to create their login password in the password field. Kindly note that this password is to be also used by the Demat holders for voting for resolution of any other Company on which they are eligible to vote, provided that Company opts for e-Voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. If Demat account holder has forgotten the changed password then Enter the user ID and the image verification code and click on Forgot Password and enter the details as prompted by the system. Members holding shares in Physical form will then directly reach the Company selection screen.

**Step 9:** Click on the Electronic Voting Sequence Number i.e. 140828054 of the Company "Hemo Organic Limited" to vote.

**Step 10:** On the voting page, you will see Resolution description and against the same the option 'YES NO' for voting. Select the relevant option as desired Yes or NO and click on submit.

**Step 11:** Click on the Resolution File Link if you wish to view the Notice.

- Step 12:** After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- Step 13:** Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote. You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.

**NOTE :**

- (I) Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) are required to log on to <http://www.evotingindia.co.in> and register themselves as Corporates.
- They should submit a scanned copy of the Registration Form bearing the stamp and sign of the entity to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details they have to create a user who would be able to link the account(s) which they wish to vote on.
  - The list of accounts should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - They should upload a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, in PDF format in the system for the scrutinizer to verify the same.
  - In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
- (II) Voting will be based on the holding as on record date. The voting rights of shareholders shall be in proportion to their shares of the paid-up equity shares capital of the Company.
- (III) The Company has appointed Mr. Dinesh G. Bhimani, Practicing Company Secretary, Anand. (Membership No. ACS 12192 and CPNo. 6628) as Scrutinizer for conducting the e-voting process in the fair and transparent manner.
- (IV) Members can vote during e voting period only.
- (V) The result of voting will be announced by the Chairman of the Meeting on or after the 22<sup>nd</sup> Annual General Meeting to be held on Tuesday, 30<sup>th</sup> September, 2014. The result of the voting will be communicated to the Stock Exchange.
- (D) The relative explanatory statements pursuant to Section 102 of the Companies Act, 2013 are attached herewith and form part of this Notice.

**EXPLANATORY STATEMENTS PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013.**

**Item No. 4 :** Mr. Pankaj R. Patel is associated with Company as a Non-Executive Independent Director since July 20, 2006. Mr. Pankaj R. Patel master degree in Business Administration (MBA) and is associated with private medical healthcare hospital and has a wide expertise and experience in various fields of management and administration. He had been appointed as a Director liable to retire by rotation under the erstwhile applicable provisions of the Companies Act, 1956. However, in terms of Section 149 and any other applicable of the Companies Act, 2013, the tenure of Mr. Pankaj R. Patel as an Independent Director is proposed to be amended and he shall hold office for five consecutive years for a term up to the conclusion of the 27<sup>th</sup> Annual General Meeting of the Company for the financial year ended on 31<sup>st</sup> March 2019. He is not director / committee member in any other company.

## HEMO ORGANIC LIMITED

In the opinion of the Board, Mr. Pankaj R. Patel fulfils the conditions specified in the Companies Act, 2013 and rules made there under for his appointment as an Independent Director of the Company and is independent of the management. Copy of the draft letter for appointment of Mr. Pankaj R. Patel as an Independent Director setting out the terms and conditions is available for inspection at the Registered Office of the Company between 2.00 pm and 5.00 pm on all working days (except Saturdays, Sundays and Public Holidays) up to the date of the Annual General Meeting.

Accordingly, the Board recommends the resolution in relation to appointment of Mr. Pankaj R. Patel as an Independent Director, for the approval by the shareholders of the Company. Except Mr. Pankaj R. Patel, none of the Directors or Key Managerial Persons or their relatives are in any way interested or concerned in the resolution.

**Item No. 5 :** Mr. Krushanakant R. Patel is associated with Company as a Non-Executive Independent Director since July 20, 2006. Mr. Krushanakant R. Patel is a commerce graduate and has wide experience in various fields of finance and administration.. He had been appointed as a Director liable to retire by rotation under the erstwhile applicable provisions of the Companies Act, 1956. However, in terms of Section 149 and any other applicable of the Companies Act, 2013, the tenure of Mr. Krushanakant R. Patel as an Independent Director is proposed to be amended and he shall hold office for five consecutive years for a term up to the conclusion of the 27th Annual General Meeting of the Company for the financial year ended on 31st March 2019. He is not director / committee member in any other company.

In the opinion of the Board, Mr. Krushanakant R. Patel fulfils the conditions specified in the Companies Act, 2013 and rules made there under for his appointment as an Independent Director of the Company and is independent of the management. Copy of the draft letter for appointment of Mr. Krushanakant R. Patel as an Independent Director setting out the terms and conditions is available for inspection at the Registered Office of the Company between 2.00 pm and 5.00 pm on all working days (except Saturdays, Sundays and Public Holidays) up to the date of the Annual General Meeting.

Accordingly, the Board recommends the resolution in relation to appointment of Mr. Krushanakant R. Patel as an Independent Director, for the approval by the shareholders of the Company. Except Mr. Krushanakant R. Patel, none of the Directors or Key Managerial Persons or their relatives are in any way interested or concerned in the resolution.

**FOR AND ON BEHALF OF THE BOARD  
For HEMO ORGANIC LIMITED**

Place : Anand  
Date : 28.05.2014

**Dr. Dinesh Patel**  
Chairman & Managing Director



# HEMO ORGANIC LTD.

## DIRECTORS' REPORT

Dear Members

Your Directors have pleasure in presenting their 22<sup>nd</sup> Annual Report together with the Audited Statement of Accounts for the Financial Year ended on 31<sup>st</sup> March, 2014.

### (1) FINANCIAL AND WORKING RESULTS :

PARTICULARS	2013-2014 [Rs.]	2012-2013 [Rs.]
Profit (Loss) Before Depreciation	1297908	75655
Less : Depreciation	943566	943567
Profit (Loss) Before Tax	354342	(766105)
Less : Provision for Tax	7793	(53869)
Profit (Loss) After Tax	362135	(7612236)
Add : Balance brought forward	(19577084)	(11964847)
BALANCE CARRIED TO BALANCE SHEET	(19214949)	(19577084)

- (2) **PERFORMANCE**  
During the year under review, company's total income was increased from 60.19 lacs to Rs. 70.98 lacs. However the loss was increased from Rs. 1.86 lacs to Rs. 19.10 lacs. Your directors expect better results in the next year.
- (3) **DIVIDENDS**  
In view of past loss during the year, your Directors do not recommend any dividend for the year.
- (4) **DIRECTORS :**  
Mrs. Kinnari S. Patel, director of the company retire by rotation and being eligible, offer herself for re-appointment. Your directors recommend her appointment.  
Mr. Pankaj R. Patel and Mr. Krishnakant R. Patel, the existing Independent Directors of the Company are required to be appointed the Independent Directors in accordance with the provisions of the Companies Act, 2013. The said Directors have provided declaration of compliance with provisions of the Companies Act, 2013 relating to their independence.
- (5) **DEPOSITS :**  
During the year the Company has not accepted any deposit under section 58A of the Companies Act, 1956.
- (6) **PARTICULARS OF EMPLOYEES :**  
There was no employee drawing remuneration of Rs.24,00,000 or more per annum or Rs.2,00,000 per month for any part of the year hence no particulars have been furnished as required under section 217(2A) of the Companies Act, 1956.
- (7) **PARTICULARS RELATING TO CONSERVATION OF ENERGY, TECHNOLOGY ABSORPTION, FOREIGN EXCHANGE EARNINGS AND OUTGO: NIL**
- (8) **DIRECTORS RESPONSIBILITY STATEMENT :**  
(i) Your directors have followed the applicable accounting standards along with proper explanation relating to material departure preparing the annual accounts  
(ii) Your 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 the profit of the company for that period;  
(iii) Your directors have taken proper and sufficient care for the maintenance of 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;  
(iv) Your directors have prepared the annual accounts on a going concern basis.
- (9) **CORPORATE GOVERNANCE REPORT AND MANAGEMENT DISCUSSION ANALYSIS REPORT :**  
A Report on Corporate Governance and compliance certificate there upon and also a Management Discussion Analysis Report annexed hereto this Report.
- (10) **AUDITORS :**  
M/s. Darji & Associates, Chartered Accountants, V. V. Nagar, retire at the ensuing Annual General Meeting and being eligible offered themselves for re-appointment as the Statutory Auditors in accordance with Section 139 of the Companies Act, 2013. Statutory Auditors shall hold office for a tenure of three years from conclusion of the ensuing Annual General Meeting; provided appointment shall be notified every year in each annual General Meeting.  
The Notes to the Financial Statements referred to in the Auditors' Report are self-explanatory and do not call for any comments.
- (11) **COMPLIANCE CERTIFICATE**  
As required under Section 383A of the companies Act, 1956, necessary Compliance Certificate issued by D. G. Rhimani & Associates attached herewith and form part of directors' report.
- (12) **ACKNOWLEDGEMENTS :**  
Your Directors wish to thank the Banks, Dealers, Customers, Suppliers and Shareholders for their continued support. Your directors take this opportunity to record their appreciation for the contributions made by all the employees to the operations of the Company during the year.

Place: Anand  
Date: 28.05.2014

FOR AND ON BEHALF OF THE BOARD

Dr. Dinesh Patel      Sonal D. Patel  
(C.M.D.)              Director

## HEMO ORGANIC LIMITED

### CORPORATE GOVERNANCE REPORT

#### Company Philosophy

The Company is committed to good Corporate Governance and endeavors to implement the Code of Corporate Governance spirit.

The philosophy of your company in relation to Corporate Governance is to ensure transparency in all its operations, make disc and enhance shareholder value without compromising in any way in compliance with laws and regulations.

Your Company believes that good governance brings about sustained corporate growth and long term benefits for stakeholders. Company continuous to follow procedures and practices in conformity with the Code of Corporate Governance as enunciated Listing Agreement, Details of the implementation of the Code follow in the paragraphs below.

#### Board of Directors

The names and categories of the Directors on the Board, their attendance at Board Meetings during the year and at the last AGM, as also the number of Directorship and Committee Membership held by them in other companies are given below.

Name of Directors	Category of Directorship	No. of Meetings Attended	Attended at Last AGM	No. of other Directorship held	Membership held in Committee	Chairmans p held in Committee
Dr. Dinesh S. Patel	Chairman and Managing Director	5	Yes	0	0	0
Mrs. Sonal D. Patel	Director	5	Yes	0	0	0
Mr. Pankaj R. Patel	Independent Director	5	Yes	0	0	0
Mr. Krushankant R. Patel	Independent Director	5	Yes	0	0	0
Mrs. Kinnari S. Patel	Independent Director	5	Yes	0	0	0

#### Number of Board Meetings with Dates

No. of Board Meetings	Date of Meetings
1st	29.05.2013
2nd	15.06.2013
3rd	13.07.2013
4th	11.11.2013
5th	03.02.2014

#### Audit Committee

##### Terms of reference :

The rule and terms of reference of Board Audit Committee cover areas mentioned under Clause 49 of the Listing Agreement and Section 292A of the Companies Act, 1956, besides other terms as may be referred by the Board of Directors.

##### Composition :

The Audit Committee was formed on 30/09/2003. The Committee comprises of two independent non executive Directors and one Executive Director. Committee met Four times during the year and the attendance of the Members at the meetings was as follows :

Name of Member	Status	Category	No. of Meetings Attended
Mr. Pankaj R. Patel	Chairman	Independent Director	4
Mrs. Sonal D. Patel	Member	Director	4
Mr. Krushankant R. Patel	Member	Independent Director	4



## HEMO ORGANIC LIMITED

### Shareholders / Investors Grievance Committee

The Committee looks into the redressed of Shareholders' and Investors' complaints on transfer of shares, non-receipt of A Report / Dividend, etc.

During the year, the company had not received any complaint from the shareholders.

### Details of last three Annual General Meetings :

(i) Details of location and time of last three Annual General Meetings of the Company are given below:

Financial Year	Date	Time	Type	Location
2010-11	30.09.2011	11.00 a.m.	AGM	201, Sigma, Opp. Pragati Mandal V.V.Nagar – 388120.
2011-12	29.09.2012	11.00 a.m.	AGM	201, Sigma, Opp. Pragati Mandal V.V.Nagar – 388120.
2012-13	31.07.2013	11.00 a.m.	AGM	201, Sigma, Opp. Pragati Mandal V.V.Nagar – 388120.

(ii) Postal Ballot: No business has been transacted using Postal Ballots for voting at the aforesaid Meetings.

(iii) Special Resolutions: In the Annual General Meeting for the year 2012-13 held on 31.07.2013, one special was passed for approval of change of name of the Company.

### CEO/CFO CERTIFICATION

The Managing Director (de-facto Chief Executive Officer and the Chief Financial Officer) of the Company has certified to the Board regarding review of financial statements for the year, compliance with the Accounting Standards, maintenance of internal control for financial reporting, accounting policies, etc.

### CODE OF CONDUCT

The Board has laid down a Code of Conduct for all the Board Members and the Senior Management personnel of the Company. All the Board Members and the Senior Management personnel have affirmed their compliance with the Code.

### Disclosures

- A) Basis of related party transactions : There are no materially significant transaction with related parties i.e. Promoters, Directors or the Management, their subsidiaries or relatives conflicting with the interest of the Company.
- B) Disclosure of Accounting Treatment : The Company has followed all relevant Accounting Standards while preparing Financial Statements.
- C) Board disclosures : The Board of the Company has laid down a Risk Management Plan and the procedures to inform Board Members about the risk assessment and minimization procedures, which are periodically reviewed to ensure executive management controls risk through means of a properly defined framework.
- D) Remuneration of Directors : Non-Executive Directors do not receive any remuneration from the Company.
- E) Management : The Management Discussion & Analysis Report pertaining to external and internal environment of the Company has been annexed herewith.
- F) Shareholders : Your Company has a Stake Holder Relationship Committee for resolution of any query of the Shareholders.
- G) Compliances : There were no instances of non-compliance or any matter related to the capital markets during the last Three Years.

### Means of Communication

It is Company's belief that all stakeholders should have access to adequate information regarding the Company's position to enable them to accurately assess its future potential. In accordance with the SEBI and Stock Exchange Commission (SESC) guidelines, all information which could have a material bearing on Company's share price is released at the earliest through leading domestic agencies. Company's quarterly results are published.

## HEMO ORGANIC LIMITED

### General Shareholders Information

#### Annual General Meetings :

Date and venue 22<sup>nd</sup> Annual General Meeting :

The 22nd Annual General Meeting of Company will be held on 30<sup>th</sup> September, 2014 at 11.00 a.m. at 201 , Sigma, 2<sup>nd</sup> Floor, Opp. Pragati Mandai, V.V.Nagar - 388120 .

**Financial Calendar :** April 1 to March 31

**Book Closure Date :** 24<sup>th</sup> September, 2014 to 30<sup>th</sup> September, 2014.

**Listing at Stock Exchanges and Stock Code :** BSE Limited , Mumbai

The requisite listing fee paid by company for the F.Y. 2014-15 to the Stock Exchange .

### Registrar and share Transfer Agents

MCS LIMITED, Neelam Apartment , 88 , Sampatrao Colony, Alkapuri ,Vadodara ( Gujarat )

### Share Transfer System

The transfer of Shares in Physical form is processed and completed by MCS LIMITED Within the prescribed period from the date of receipt thereof .

In case of shares in electronic form , the transfers are processed by NSDL and CDSL through the respective Depository Participants . As per SEBI Guidelines , the Company offers Transfer - cum - Demat facility under which after the share transfer is effected , an option letter is sent to the transferees including the details of the shares transfer and informing him that if he desires , he may demat the shares by submitting the letter along with Demate Request Form ( DRF ) to his depository participant ( DP ) , who in turn will forward the same to the Company / RTA . On receipt of said documents , the Company / RTA will demat the shares . If he does not exercise his option within 1 month from the date of the offer , Share Certificates are dispatched to him .

### Distribution of Shareholding

Distribution as on 31<sup>st</sup> March , 2014 .

Number of Shares	Number of Shareholders	% of Shareholders	Total number of shares	% holding
1 to 500	1150	65.6393	278653	8.0398
501 to 1,000	284	16.2100	243979	7.0394
1,001 to 2,000	132	7.5342	210792	6.0819
2,001 to 3,000	59	3.3676	148125	4.2738
3001 & Above	127	7.2489	2584351	74.5651
TOTAL	1752	100.00	3465900	100.00

**Plant Location :** At & Post : Lunej, Ta . Cambay, Dist. Anand, Gujarat

### Address for Correspondence

For both Physical and Electronic form :

For any assistances regarding correspondence dematerialization of shares , Share transfers , Transactions , Change of Address non- receipt of Dividend or any other query , Relating to shares .

### MCS LIMITED

Neelam Apartment , 88 , Sampatrao Colony,  
Alkapuri ,Vadodara ( Gujarat )

### Registered Office:

8-A, "GULNAR",  
Chinar - Gulnar Apartment  
Anand - V V Nagar Road  
Anand - 388001.