

OCEANAA BIOTEK INDUSTRIES LIMITED

15th ANNUAL REPORT 2019-20

CORPORATE INFORMATION

CORPORATE IDENTIFICATION NUMBER

L15549TN2005PLC057919

LABORATORY

PUDUKUPPAM VILLAGE, #92, KEELAIYUR
VILLAGE,
MANDAVAI POST, MARAKKANAM,
TINDIVANAM TALUK,
VILLUPURAM DISTRICT
TAMIL NADU

BOARD OF DIRECTORS

Mr. THOMAS XAVIER JEYARAJ
Managing Director
Mrs. IRUDAYARAJ BEAULARAJ
Independent Director
Mr. JESURAJ
Independent, Director
Ms. PUSHPAMADHA
Independent, Director

STATUTORY AUDITOR

M/S ABHAY JAIN AND CO
CHARTERED ACCOUNTANTS
BUSHRA HOUSE, FLAT NO 4A 2ND FLOOR,
N.NO 6, O.NO 46 NOWROJI ROAD
CHENNAI - 600 017

LISTED STOCK EXCHANGE

BSE LIMITED
PHIROZE JEEJEEBHOY TOWERS
1ST FLOOR, DALAL STREET
MUMBAI - 400 001
MAHARASHTRA

REGISTERED OFFICE

FLAT NO. C-4, CEEBROS APARTMENTS,
NO.2, SARAVANA STREET, T. NAGAR,
CHENNAI - 600017

HATCHERY PLANT

POOMPUHAR, SEERKAZHI
NAGAPATTINAM DISTRICT
TAMIL NADU

INTERNAL AUDITORS

MATHI RAMESH RAJAVEL & ASSOCIATES
CHARTERED ACCOUNTANTS
NEW NO.48, 2ND STREET,
I SECTOR, K.K NAGAR
CHENNAI-600 078

REGISTRAR&SHARE TRANSFER AGENT

BIG SHARE SERVICES PVT LTD
1ST FLOOR, BHARAT TIN WORKS BUILDING,
OPP. VASANT OASIS, MAKWANA ROAD,
MAROL, ANDERI EAST,
MUMBAI - 400059, MAHARASHTRA

COMMITTEE INFORMATION

AUDIT COMMITTEE:

MRS. IRUDAYARAJ BEAULA RAJ, CHAIRMAN
MR. THOMAS XAVIER JEYARAJ
MR. JESU RAJ

**NOMINATION AND
REMUNERATION COMMITTEE:**

MR. JESU RAJ, CHAIRMAN
MR. THOMAS XAVIER JEYARAJ
MRS. IRUDAYARAJ BEAULA RAJ

**STAKEHOLDER RELATIONSHIP
COMMITTEE:**

MRS. IRUDAYARAJ BEAULA RAJ, CHAIRMAN
MR. THOMAS XAVIER JEYARAJ
MR. JESU RAJ

**CORPORATE SOCIAL
RESPONSIBILITY COMMITTEE:**

MR. JESU RAJ, CHAIRMAN
MR. THOMAS XAVIER JEYARAJ
MRS. IRUDAYARAJ BEAULA RAJ

December 08, 2020

Dear Member,

You are cordially invited to attend the 15th Annual General Meeting of the members of Oceanaa Biotek Industries Limited ("the Company") to be held on Wednesday, the 30th December 2020 at 10.30 A.M. Indian Standard Time through Video Conferencing (VC) or through other permitted audio-visual means (OAVM)

The Notice of the meeting, containing the business to be transacted, is enclosed herewith. As per Section 108 of the Companies Act, 2013, read with the related Rules and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide its members the facility to cast their vote by electronic means on all resolutions set forth in the Notice. The instructions for e-voting are enclosed herewith.

Very truly yours,

Chairman

Enclosures:

1. *Notice to the 15th Annual General Meeting (AGM)*
2. *Instructions for e-voting*

OCEANAA BIOTEK INDUSTRIES LIMITED

CIN: L15549TN2005PLC057919

Flat no. C-4, Ceebros Apartments, No.2
Saravana Street, T. Nagar
Chennai TN – 600 017
India

Tel: 044-3024 1900

Fax: 044-3024 1990

info@oceanaabiotek.com

www.oceanaabiotek.com

NOTICE OF THE 15TH ANNUAL GENERAL MEETING

NOTICE is hereby given that the FIFTEENTH ANNUAL GENERAL MEETING of the Members of Oceanaa Biotek Industries Limited will be held on Wednesday, the 30th December 2020 at 10.30 A.M. Indian Standard Time through Video Conferencing (VC) or through other permitted audio-visual means (OAVM) to transact the following business:

ORDINARY BUSINESS

1. To consider and if deemed fit, to pass, with or without modification(s), the following resolution as an ORDINARY RESOLUTION:

“RESOLVED THAT the Audited Financial Statements of the Company for the financial year ended 31st March 2020, the Reports of the Board of Directors and the Auditors thereon, be and are hereby received and adopted.”

By Order of the Board

Date: December 08, 2020
Place: Chennai

Thomas Xavier Jeyaraj
Managing Director
DIN: 06896574

Notes:

1. In view of the outbreak of CoVID-19 pandemic, social distancing norms is being followed and the continuing restriction on movement of persons at several places in the country and pursuant to the Circular No. 14/2020 dated 8th April 2020, Circular No.17/2020 dated 13th April 2020 and Circular No. 20/2020 dated 5th May 2020 issued by the Ministry of Corporate Affairs (MCA) and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May, 2020 issued by the Securities and Exchange Board of India ("SEBI") and in compliance with the provisions of the Act, 2013 and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), physical attendance of the Members at the AGM venue is not required and AGM can be held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate at the ensuing AGM through VC/OAVM.
2. Pursuant to the aforesaid Circulars, the facility to appoint proxy by Members under Section 105 of the Act, 2013 to attend and cast vote for the Members is not available for this AGM as the physical attendance of Members has been dispensed with. However, Body Corporate is entitled to appoint authorized representatives as its Member to attend the AGM through VC / OAVM and participate thereat and cast their votes through e-Voting.
3. The Members can join the AGM through the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the AGM by following the procedure mentioned in the Notice. The facility of participation at the AGM through VC/OAVM will be made available to at least 1000 members on "first come first served" basis. This will not include large Shareholders (Shareholders holding 2% or more of the total number of shares of the Company as on the cutoff date as defined), 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.
4. Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Act, 2013.
5. Pursuant to the provisions of Section 108 of the Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of Listing Regulations (as amended), and the Circulars issued by MCA dated 8th April, 2020, 13th April, 2020 and 5th May, 2020 the Company is providing facility of remote e-Voting to its Members in respect of the businesses to be transacted at the AGM. For this purpose, the Company has entered into an agreement with Central Depository Services Ltd (CDSL) for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-Voting system as well as voting at the meeting will be provided by CDSL.
6. In line with MCA Circular No. 17/2020 dated 13th April, 2020, the Notice calling the AGM has been uploaded on the website of the Company at <http://www.oceanaabiotek.com/>. The Notice can also be accessed from the websites of the Stock Exchange BSE Limited at www.bseindia.com and also available on the website of Central Depository Services Ltd (agency for providing the Remote e-Voting facility) i.e. www.evotingindia.com.
7. AGM has been convened through VC/OAVM in compliance with applicable provisions of the Act, 2013 read with Circulars issued by MCA and SEBI in this regard with MCA Circular No. 14/2020 dated April 8, 2020 and MCA Circular No. 17/2020 dated April 13, 2020 and MCA Circular No. 20/2020 dated May 05, 2020.

GENERAL

1. Notice of the AGM together with Annual Report for the F.Y.2019-2020 has been sent to all members by permitted mode electronically to those members who have registered their email address with the Company or their respective Depository. The electronic transmission of notices together with Annual Report has been completed. The Notice of AGM and Annual Report for the F.Y. 2019-2020 are available on the Company's website <http://www.oceanaabiotek.com/>
2. The Register of Members and Share Transfer Books of the Company shall remain closed from Monday, December 28, 2020 to Wednesday, December 30, 2020 (both days inclusive) for the purpose of Annual General Meeting of the Company.
3. Corporate Members intending to send their authorized representatives to attend the meeting pursuant to Section 113 of the Companies Act, 2013 are requested to send to the Company a certified copy of the relevant Board resolution together with the specimen signatures of their authorized representatives to attend and vote on their behalf at the meeting
4. The business set out in the Notice will be transacted through electronic voting system and the Company is providing facility for voting by electronic means. Instructions and other information relating to remote e-voting are given in this Notice.
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. Relevant documents referred to in the accompanying Notice and the Statement is open for inspection by the members at the Registered Office of the Company on all working days, except Sundays, during business hours up to the date of the Meeting.
7. Members holding shares in electronic form are requested to intimate immediately any change in their address, bank mandates and other details to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form are requested to advise any change in their address or bank mandates immediately to the Company / Central Depository Services Ltd (CDSL).
8. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN to the Company / Central Depository Services Ltd (CDSL).
9. Members holding shares in single name and physical form are advised to make nomination in respect of their shareholding in the Company. The nomination form can be requested from the Company.
10. Non – Resident Indian Members are requested to inform CDSL, immediately of:
 - a. Change in their residential status on return to India for permanent settlement.
 - b. Particulars of their bank account maintained in India with complete name, branch, account type, account number and address of the bank with pin code number, if not furnished earlier.

11. Members, who have not registered their e-mail addresses so far, are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically.
12. Pursuant to the provisions of Section 108 and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide to its members facility to exercise their right to vote on resolutions proposed to be passed in the Meeting by electronic means. The members may cast their votes using an electronic voting system from a place other than the venue of the Meeting ('remote e-voting').
13. The members who have cast their vote by remote e-voting may also attend the meeting but shall not be entitled to cast their vote again.
14. The Board of Directors of the Company has appointed Ms. S Sridevi, Practicing Company Secretary (Membership No. ACS 46537, CP No. 17176), Chennai as Scrutinizer to scrutinize the Poll and remote e-voting process in a fair and transparent manner and She has communicated her willingness to be appointed and will be available for same purpose.
15. The Scrutinizer, after scrutinizing the votes cast at the meeting through remote e-voting, will, not be later than 48 hours of conclusion of the Meeting, make a consolidated scrutinizer's report and submit the same to the Chairman of the meeting /Managing Director of the Company. The results declared along with the consolidated scrutinizer's report shall be placed on the website of the Company <http://www.oceanaabiotek.com/>. The results shall simultaneously be communicated to the Stock Exchanges.
16. Members are requested to address all correspondence, including dividend-related correspondence, if any, to the Registrar and Share Transfer Agents and/or to the Company.

M/s. Big Share Services Private Limited

Bharat Tin Works Building, 1st Floor,
Opp. Vasant Oasis, Makwana Road,
Marol, Andheri – East,
Mumbai 400059, Maharashtra
investor@bigshareonline.com

M/s. Oceanaa Biotek Industries Limited

Flat no. C-4, Ceebros Apartments,
No.2, Saravana Street,
T Nagar, Chennai 600 017
Tamilnadu
obil@oceanaabiotek.com

Voting through electronic means

1. In compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, and amendments thereto, the Company is pleased to provide members facility to exercise their right to vote at the 15th Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services provided by Central Depository Services (India) Limited (CDSL):

The instructions for shareholders voting electronically are as under:

The voting period begins on Sunday, December 27, 2020 (10:00 am) and ends on Tuesday, December 29, 2020 (5:00 pm). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the December 22, 2020 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting of AGM.

- i. If you are holding shares in Demat form and had logged on to www.evotingindia.com and casted your vote earlier for EVSN of any Company, then your existing login id and password are to be used.
- ii. Log on to the e-voting website www.evotingindia.com.
- iii. Click on "Shareholders" tab to cast your votes.
- iv. Now, fill up the following details in the appropriate boxes:

	or members holding shares in demat form	For members holding shares in physical form
ser ID	For NSDL: 8 Character DP ID followed by 8 Digits Client ID or CDSL: 16 digits beneficiary ID	Folio Number registered with the company
AN*	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department when prompted by the system while e-voting (applicable for both demat shareholders as well as physical shareholders)	

Alternatively, if you are registered for CDSL's EASI/EASIEST e-services, you can log-in at <https://www.cdslindia.com> from [Login - Myeasi](#) using your login credentials. Once you successfully log-in to CDSL's EASI/EASIEST e-services, click on e-Voting option and proceed directly to cast your vote electronically.

- v. Next enter the Image Verification as displayed and Click on Login
- vi If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.

Vii If you are a first time user follow the steps given below:

	For Shareholders holding shares in Demat Form and Physical Form
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.
Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (v).

Viii. Members who have not updated their PAN with the Company/Depository Participant are requested to use the default number: <OBILagm> in the PAN field

ix. After entering these details appropriately, click on “SUBMIT” tab.

x. Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach ‘Password Creation’ menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions 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.

xi. You can also update your mobile number and e-mail ID in your demat account, which may be used for sending communication(s) regarding CDSL e-voting system in future. The same may be used in case the member forgets the password and the same needs to be reset.

xii. For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

xiii. Select the **Electronic Voting Sequence Number “201202017” (“EVSN”)** associated with the Company name **“OCEANAA BIOTEK INDUSTRIES LIMITED”** from the drop down menu and click on Submit.

xiv. On the voting page, you will see Resolution Description and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.

xv. Click on the “Resolutions File Link” if you wish to view the entire Resolutions.