

BOARD OF DIRECTORS:

- | | |
|--------------------------|----------------------|
| ➤ Mr. Harshwardhan Joshi | Director |
| ➤ Ms. Aditi Joshi | Director |
| ➤ Mr. Anil Dharmadhikari | Independent Director |
| ➤ Mr. Balram Yerne | Independent Director |

KEY MANAGERIAL PERSON:

- | | |
|--------------------------------------|--|
| ➤ Mr. Anand Phalke | Compliance Officer and Company Secretary |
| ➤ Mrs. Aarti Pawar | Chief Financial Officer |
| ➤ Ramchandra Nake | Chief Executive Officer |
| ➤ Mr. Ravi kumar Venkata Singamsetty | Manager |

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BANKERS:

- State Bank of India

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REGISTERED OFFICE:

Siddharth Arcade, Opp. Holiday Camp,
Station Road, Aurangabad -431 005 MH
Tel No. 0240-2354913-17
Fax No. 0240-2332111

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STATUTORY AUDITORS:

Ashok Patil & Associates
A P Heights,
Near Gopal Tea Centre
Aurangabad 431005

REGISTRAR AND SHARE TRANSFER AGENT:

Bigshare Services Private Limited
1st Floor, Bharat Tin Works Building,
Opp. Vasant Oasis Makwana Road,
Marol, Andheri East, Mumbai-400059

For any Queries regarding Annual report contact:

Mr. Anand Phalke
Company Secretary & Compliance Officer
R J Bio-Tech Limited
CIN: L24234MH2005PLC158420
Siddharth Arcade, Opp. Holiday Camp, Station Road,
Aurangabad -431 005 Tel No. 0240-2354912-17
Fax No. 0240-233211
E-Mail Id: cs@rjbiotech.com

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NOTICE OF ANNUAL GENERAL MEETING

NOTICE is hereby given that the Fourteenth Annual General Meeting of the Members of RJ Bio-tech Limited will be held on Friday, 27th day of September 2019 at 11:00 AM. at the registered office of the Company at Siddharth Arcade, Opp. Holiday Camp., Station Road, Aurangabad-431005 to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Profit and Loss Account for the year ended 31st March 2019 and the Balance Sheet as at that date along with the reports of the directors and auditors thereon.
2. To take note of the appointment of auditor M/S Deepa Ankit Jain & Associates, Chartered Accountants, Delhi (ICAI Registration No. 023987N).

“RESOLVED THAT pursuant to the provisions of Section 139(1) and other applicable provisions, if any, of the Companies Act, 2013 and rules made there under as amended from time to time or any other Law for the time being in force, including any statutory modification or amendment thereto or re-enactment thereof for the time being in force, as recommended by the Board of Directors of the company, M/S Deepa Ankit Jain & Associates, Chartered Accountants, Delhi (ICAI Registration No. 023987N), be and is hereby appointed as the Statutory Auditors of the Company to fill the vacancy caused by the completion of term of 5 years of M/S Ashok Patil & Associates, Chartered Accountants, Aurangabad (ICAI Registration No. 122045W).

RESOLVED FURTHER THAT M/s Deepa Ankit Jain & Associates, Chartered Accountants, Delhi (ICAI Registration No. 023987N), be and is hereby appointed as the Statutory Auditors of the Company for the term of 5 years from this Annual General Meeting and they shall hold office to the conclusion of the Annual General Meeting shall be held in the year of 2024 and that they shall conduct the Statutory Audit for the period ended 31st March 2020 on such remuneration as may be fixed by the Board of Directors of the Company in consultation with the Auditors.

SPECIAL BUSINESS:

3. To regularise the appointment of Mr. Harshwardhan Raghavendra Joshi (holding DIN 06742716) as an Additional Director [Non-Executive — Non-Independent] of the Company.

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

“RESOLVED THAT Mr. Harshwardhan Raghavendra Joshi (holding DIN 06742716) who was appointed as additional director of the company by the board of directors in their meeting held on 14th June 2019 under section 161 (1) of the companies act, 2013 who hold office upto the date of this annual general meeting, be and is hereby appointed as director of the company.”

4. To regularise the appointment of Ms. Aditi Raghavendra Joshi (holding DIN 05168412) as an Additional Director [Non-Executive — Non-Independent] of the Company.

“RESOLVED THAT Ms. Aditi Raghavendra Joshi (holding DIN 05168412) who was appointed as additional director of the company by the board of directors in their meeting held on 14th June 2019 under section 161 (1) of the companies act, 2013 who hold office upto the date of this annual general meeting, be and is hereby appointed as director of the company.”

5. To regularise the appointment of Mr. Balram Ramchandra Yerne (holding DIN 02897426) as an Additional Director [Non-Executive —Independent] of the Company.

“RESOLVED THAT Mr. Balram Ramchandra Yerne (holding DIN 02897426) who was appointed as additional director of the company by the board of directors in their meeting held on 05th January 2019 under section 161 (1) of the companies act, 2013 who hold office upto the date of this annual general meeting, be and is hereby appointed as director of the company.”

BY ORDER OF THE BOARD,

DATE- 03/09/2019

PLACE - AURANGABAD

NOTES:

ANAND PHALKE

(COMPANY SECRETARY)

1. A MEMBER ENTITLED TO ATTEND AND VOTER AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY.
2. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent of the total share capital of the Company. A member holding more than ten per cent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder
3. The proxy Forms to be effective must reach to the Registered Office of the company not later than 48 hours before the time fixed for the Annual General Meeting.
4. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013, which sets out details relating to Special Business at the meeting, is annexed hereto.
5. The Register of Members and Share Transfer Books of the Company will remain closed from 21st September 2019 to 27th September 2019, both days inclusive.

6. The members desiring any information regarding accounts are requested to write to company at least seven days before the date of the Meeting so as to enable the management to keep the information ready.
7. All the documents referred to in accompanying notice are open for inspection at the Registered Office of the company on all the working days except Sunday and Holiday, between 11.00 a.m. to 5.00 p.m. up to the date of Annual General Meeting. Members are requested to notify changes in their addresses, if any.
8. The Securities Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in the 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. Members holding the shares in physical form can submit their PAN details to the Company
9. The shareholders who attend the Meeting are requested to fill in the attendance slip and deliver the same at the entrance of the Meeting hall. The shareholders holding shares in dematerialised form should indicate the DP ID and Client ID numbers in the attendance slip.
10. The shareholders are requested to bring their copy of the Annual Report to the Meeting.
11. The Ministry of Corporate Affairs has taken a corporate "Green Initiative in the Corporate Governance" by allowing paperless compliance by companies. Accordingly, the Notice of the Annual General Meeting along with Annual Report for the year 2018-2019 is being sent by electronic mode to those members whose e-mail addresses are registered with the Company/ Depositories, unless any member has specifically requested for a physical copy of the same. In order to support the "Green Initiative", the Members who have not yet registered their e-mail addresses are requested to register the same with R&T Agent/ Depositories.
12. The Notice of the 14th Annual General Meeting and the Annual Report 2018-19 will also be available on the Company's website www.rjbiotech.com for being downloaded. The physical copies of the aforesaid documents will also be available at the Company's Registered Office for inspection during normal business hours on working days till the date of the meeting.

Explanatory statement under Section 102 of the Companies Act, 2013

Item no. 3:

Mr. Harshwardhan Joshi is Non-Executive Director of the Company. He joined the Board of Directors of the Company in 14th June 2019. Details brief profile as under:

He has strong knowledge of Indian as well as International Business in the field of Agriculture.

Educational Qualifications - Bachelor in Aeronautical Engineering from Purdue University, USA.
Master in International Agriculture Business from Purdue University, USA.

He is successfully handling his position as a director in R J Feeds Limited. He has also established business of M/S. Neemtree Organic LLC in USA , which is gaining good position in USA market.

Item no. 4:

Ms. Aditi Joshi is Non-Executive Director of the Company. She joined the Board of Directors of the Company in 14th June 2019.

Detail brief profile as under:

Ms. Aditi Raghvendra Joshi, having experience more than 5 years in the field of Agriculture Business activities. She is working with the Chairman of RJ Group Mr. Raghvendra Joshi from last 5 years to understand tactics of the business. She is successfully handling her position as a director in Khadkeshwar Oil Mill Private Limited which is exporting organic neem products for use in agri sector under banner of Neem India, the products are exported to Twenty One countries including USA, Europ, South African continent, Japan & Australia.

Educational Qualifications — BE. Civil From Pune University and Master in Management from the University of Manchester, UK.

She is taking various initiatives and Projects for success of organization and growth of business. Her inputs will be very much useful for the betterment of the Company.

Item no. 5:

Educational Qualifications-B.E. (Electrical)

Mr. Balram Yorme is Non-Executive Independent Director of the Company. He joined the Board of Directors of the Company in 05th January 2019.

Detail brief profile as under:

He provides service as Insurance Consultant to various industrial groups. He is also registered agent of Life Insurance Corporation Limited and New India Assurance Company Ltd.

R J BIO-TECH LIMITED

Registered Office: Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad- 431005
CIN-L24234MH2005PLC158420

ATTENDANCE SLIP			
Regd. Folio No.		Name	
DP ID		No. of Shares held	
Client ID		Proxy No.	

I hereby record my presence at the 14th Annual General Meeting of the Company at Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad-431005 at 11.00 a.m. on Friday, 27th day of September 2019.

Member/ Proxy's Name (in block letter)

Member/ Proxy's Signature

Notes:

1. Members attending the Meeting in person or by Proxy are requested to complete the attendance slip and hand it over at the entrance of the meeting hall.

R J BIO-TECH LIMITED

Registered Office: Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad-431005.

CIN-L24234MH2005PLC158420

Form No. MGT-11

Proxy

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

Name of the Member(s).....

Registered Address

.....

E-mail Id.....Folio No /Client ID.....

DP ID.....

I/We, being the member(s) ofshares of the R J Bio-Tech Limited hereby, appoint

Name:.....

E-mail Id:.....

Address:.....

.....

Signatureor failinghim

Name:.....

E-mail Id:.....

Address:.....

.....

Signatureor failinghim

Name:.....

E-mail Id:.....

Address:.....

.....

Signature.....

as my/ our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 14th Annual General Meeting of the company, to be held on the 27th day of September, 2019 at 11 a.m. at Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad-431005 and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No.

Sr. No.	Resolution(S)	Vote	
		For	Against
1.	Adoption of statement of Profit & Loss, Balance Sheet, report of Director's and Auditor's for the financial year ended 31st March, 2019		
2.	Appointment of Auditor M/S Deepa Ankit Jain & Associates, Chartered Accountants, Delhi (ICAI Registration No. 023987N) for five years.		
3.	To regularise the appointment of Additional Directors Mr. Harshwardhan Raghvendra Joshi (holding DIN: 06742716).		
4.	To regularise the appointment of Ms. Aditi Raghvendra Joshi (holding DIN: 05168412) (Additional-Non Executive)		
5.	To regularise the appointment of an Independent Additional Director Mr. Balram Ramchandra Yerne (holding DIN 02897426) in place of Mr. Jayant Deshpande.		

Signed this____day of_____20____

Affix
Revenue
Stamps

Signature of Shareholder

Signature of Proxy holder

Signature of the
Shareholder across
Revenue Stamp

Note:

1. This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the Meeting.
2. This is only optional. Please put a '✓' in the appropriate column against the resolutions indicated in the Box. If you leave the 'For' or 'Against' Column blank against any or all the resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
3. Appointing proxy does not prevent a member from attending in person if he so wishes.
4. In case of joint holders, the signature of any one holder will be sufficient, but names of all the joint holders should be stated