

September 18, 2021

To,
The Listing Department,
National Stock Exchange of India Limited,
Exchange Plaza, C- 1,
Block G, Bandra Kurla Complex,
Bandra (E), Mumbai- 400 051.

Symbol: **KAPSTON**

Dear Sir/Madam,

Sub: Proceedings of 13th Annual General Meeting and disclosures under SEBI (Listing obligations and Disclosure Requirements) Regulations.

Summary of proceedings as required under Regulation 30 read with part-A of Schedule- III (Point no.13) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 is as follows:

The 13th Annual General Meeting (AGM) of the shareholders of the company was held at 11:00 a.m. on Saturday, September 18, 2021 at the corporate office of the Company situated at Plot No.75, Kavuri Hills, Madhapur, Hyderabad, Telangana-500 034.

Dr. Chereddi Ramachandra Naidu, chaired the meeting and conducted its proceedings. The requisite quorum being present, he called the meeting to order.

No. of Shareholders present in the meeting either in person or through proxy:

S.No.	Manner of attendance	Promoter/Promoter's group	Public	Total
1	In person	2	22	24
2	By Proxy	-	-	-
Total		2	22	24

Attendance of Directors:

1. Mr. Srikanth Kodali -Managing Director
2. Mrs. Kanti Kiran Doddapaneni- Director
3. Mr. Naveen Nandigam-Independent Director
4. Mrs. Nagulavari Vanitha- Independent Director
5. Mr. Nageswara Rao Koripalli- Independent Director

Attendance of Key Managerial Personnel:

6. Mr. Brendon Thomas Periera- Chief Financial Officer
7. Ms. Kinkeri Vyshali, Company Secretary

Attendance of Auditors:

8. Mr. R.Srinivasu- Statutory Auditor
9. Mr. D. S. Rao- Secretarial Auditor

REGISTERED OFFICE: # 287, MIG – 2, IX Phase, KPHB, Hyderabad, Telangana - 500 072, **Ph:** 98487 78241

CORPORATE OFFICE: Plot # 75, Kavuri Hills, Madhapur, Hyderabad, Telangana - 500034, **Ph:** 98487 78243

Control Room: +91 96 4050 4050 (24X7) **Email:** info@kapstonfm.com **Website:** www.kapstonfm.com

CIN. No. L15400TG2009PLC062658

The notice convening the meeting, Directors Report along with report of the statutory auditors and secretarial auditors were taken as read, with the permission of the members present.

Dr. Chereddi Ramachandra Naidu addressed the shareholders and briefed them about the performance and achievements of the Company during the financial year 2020-21.

Members were informed that the Company had provided shareholders the facility to cast their votes electronically, on all resolutions set forth in the notice convening the AGM. Shareholders who were present at the AGM and had not cast their votes electronically were provided the opportunity to cast their votes at the end of the meeting by means of ballot.

The following three items of business, as set out in the Notice of AGM, were transacted at the meeting:

Ordinary Business:

1. To receive, consider and adopt the audited financial statements of the Company for the year ended March 31, 2021 together with the reports of the board of directors ('the Board') and auditors thereon.
2. To appoint a Director in place of Mr. Srikanth Kodali (DIN: 02464623), who retires by rotation and being eligible, offers himself for re-appointment as a Director.

Special Business:

3. Re-appointment of Dr. Ramachandra Naidu Chereddi as Chairman of the company.

The Board of Directors have appointed Mr. D. S. Rao, Practising Company Secretary, as the scrutiniser to supervise the e-voting and ballot voting process.

The shareholders were also informed that the combined results of e-voting and voting through ballot paper along with the Scrutiniser's report shall be declared to the Stock Exchange and the same shall also be placed on the website of the company.

The resolutions, if passed, shall be considered as passed effective from September 18, 2021.

The Company Secretary proposed a vote of thanks. The meeting ended at 12:25 P.M.

You are requested to kindly take the above information on your records.

Note: Voting Results on the resolutions shall be intimated to the Stock Exchange separately.

Thanking you

For Kapston Facilities Management Limited

Vyshali
Kinkeri Vyshali
Company Secretary

