



**September 27, 2024**

**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**

**Subject: Proceedings of 16<sup>th</sup> Annual General Meeting (AGM) held on Friday, September 27, 2024.**

In terms of the provisions of the Companies Act, 2013 ('Act') and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('Listing Regulations'), the 16<sup>th</sup> AGM of the Company was held on Friday, September 27, 2024 at 04.00 PM at the Corporate Office of the Company situated at Plot No 75, Kavuri Hills, Madhapur, Hyderabad, Telangana -500034 to transact the business as stated in the Notice dated August 10, 2024 and the said AGM was concluded at 05:45 P.M.

In this regard, please find the enclosed summary of the proceedings of the AGM of the Company as required under Regulation 30, Para A of Schedule – III of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015. Voting Results of the meeting along with the Scrutinizers Report will be informed separately within the stipulated time.

A copy of this disclosure is made available on the Company's website at <https://www.kapstonservices.com/>

This is for your information and records.

Thanking You  
Yours faithfully,  
**For Kapston Services Limited**

**Triveni Banda  
Company Secretary and Compliance Officer**

**KAPSTON SERVICES LIMITED**

**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@kapstonservices.com **Website:** www.kapstonservices.com

**CIN. No. L15400TG2009PLC062658**



## Summary of the Proceedings of the 16<sup>th</sup> Annual General Meeting

The 16<sup>th</sup> Annual General Meeting ('AGM') of the Members of Kapston Services Limited ('the Company') was held on Friday, September 27, 2024 at 04.00 PM at the Corporate office of the Company situated at Plot No 75, Kavuri Hills, Madhapur Hyderabad, Telangana- 500034.

### Directors Present :

1. Mr. Ramachandra Naidu Chereddi - Chairman
2. Mr. Kodali Srikanth - Managing Director
3. Mr. Naveen Nandigam - Independent Director
4. Ms. Vanitha Nagulavari - Independent Director
5. Mr. Nageswara Rao Koripalli - Independent Director
6. Ms. Doddapaneni Kanti Kiran - Non Executive Director

### In attendance:

1. Ms. Triveni Banda – Company Secretary

### Invitees Present:

1. Mr. Kapil Sood –Chief Financial Officer
2. Mr. R. Srinivasu- Statutory Auditor
3. Mr. Santosh (Rep of VCAN & Associates) - Secretarial Auditors

### Members Present:

Total no. of shareholders participated in AGM: **51**

Ms. Triveni Banda, Company Secretary & Compliance officer welcomed the Shareholders, Directors, Auditors and other Stakeholders to the Company's 16<sup>th</sup> AGM. After ensuring that the requisite quorum was present, she requested Dr. Chereddi Ramachandra Naidu, Chairman and Executive Director, to commence the proceedings of the meeting.

Dr. Chereddi Ramachandra Naidu, Chairman and Executive Director of the Company, Chaired the meeting and conducted the proceedings of the meeting. Thereafter, he delivered his speech and it included financial performance of the Company, strategic initiatives and other broad aspects of the Company's offerings. He also acknowledged the contribution of all the employees and other stakeholders in achieving the targets. He also shared some thoughts on way forward of the Company.

Thereafter, the Company Secretary informed the members that the statutory registers such as register of Directors and Key managerial personnel and their shareholding (as per Section 170 of the Companies Act, 2013, (the Act) and register of Contracts (as per Section 189 of the Act) were made available for inspection during the AGM.

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Notice of the AGM along with the Annual Report, since already circulated, was taken as read and the Company Secretary informed the members that the Reports of statutory auditors and Secretarial Auditor did not contain any qualifications.

As part of the proceedings, shareholders noted the following points

- The Company engaged Bigshare Services Private Limited to provide remote e-voting facility to the members to exercise their vote in respect of business proposed in this AGM. The remote e-voting commenced on September 24, 2024, at 9:00 a.m. (IST) and ended on September 26, 2024, at 5:00 p.m. (IST).
- Shareholders who could not exercise their vote through remote e-voting was given an opportunity to cast their vote during the AGM and after conclusion of the meeting.
- Mr. D.S. Rao, Practicing Company Secretary was appointed as the Scrutinizer for the remote e-voting and voting done during the AGM by Poll.
- The results along with scrutinizer report will be uploaded in the website of the Company and also be submitted to the NSE within the timelines as prescribed in the Act and the Listing Regulations.

The Company Secretary then read out the agenda Items of the meeting one by one.

<b>Item No.</b>	<b>Agenda Item</b>	<b>Resolution required (Ordinary/ Special)</b>	<b>Mode of Voting</b>
1.	To receive, consider and adopt the Audited Financial Statements of the Company for the year ended March 31, 2024 together with the Reports of the Board of Directors ('the Board') and Auditors thereon.	Ordinary Resolution	Remote e-voting and Voting during the AGM by Poll
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	Ordinary Resolution	Remote e-voting and Voting during the AGM by Poll
3.	Re-appointment of Dr. Chereddi Ramachandra Naidu (DIN: 02096757) as an Executive Chairman of the Company.	Special Resolution	Remote e-voting and Voting during the AGM by Poll
4.	Revision in overall Borrowing Limits of the Company	Special Resolution	Remote e-voting and Voting during the AGM by Poll

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5.	Creation of Charge/Mortgage on the assets of the Company.	Special Resolution	Remote e-voting and Voting during the AGM by Poll
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After reading out the agenda items the Company Secretary requested Scrutiniser to complete the poll process, including collection of Polling Papers.

The Company Secretary with the permission of the Chairman invited the Members to express their views, ask questions and seek clarifications on the operational and financial performance of the Company and on the resolutions set out in the Notice. The Members were given an opportunity to speak and appropriately response was given to the queries/suggestions raised by them.

The Chairman then thanked the Members, Board of Directors and the Auditors for their continuous support and for attending the Meeting. The meeting was concluded at 05:45 P.M. with vote of thanks.

**For Kapston Services Limited**

**Triveni Banda**  
**Company Secretary and Compliance Officer**

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