



Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2008 Certified Company

CIN L24239MH1988PLC047759

SYNCOM/CS/BSE/2016-17

Date: 1st October, 2016

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To,
The General Manager,
DCS-CRD
BSE Limited
Phiroze Jeejeebhoy Towers
Dalal Street
Mumbai- 400001(MH)

BSE Scrip ID: 524470

Subject: Submission of summary of proceedings of the 28th Annual General Meeting of the Company held on 30th September, 2016 pursuant to Regulation 30(2) of SEBI (LODR) Regulations, 2015.


Dear Sir/Madam,

Pursuant to the Regulation 30(2) of SEBI (LODR) Regulations, 2015 we are pleased to submit the brief proceedings of the 28th Annual General Meeting of the Company duly held on Friday, 30th September, 2016 at 4:30 P.M. (IST) and concluded at 5.05 P.M. at the Supremo Activity Centre & Matoshri Sports Complex, Jogeshwari Vikhroli Link Road, Andheri (East) Mumbai 400093.

Please note that results of e-voting as well as poll will be intimated to you separately upon receipt of Report from the Scrutinizer.

You are requested to please take on record the above said document for your reference and further needful.

Thanking You,
Yours Faithfully,
FOR, SYNCOM FORMULATIONS (INDIA) LTD.


NAFISA VAKIL
COMPANY SECRETARY &
COMPLIANCE OFFICER
ENCL.: a/a

Bringing a smile on every face...

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PROCEEDINGS OF THE 28TH ANNUAL GENERAL MEETING OF SYNCOM FORMULATIONS (INDIA) LIMITED HELD ON FRIDAY THE 30TH DAY OF SEPTEMBER, 2016 AT 4.30 P.M. AND CONCLUDED AT 5.05 P.M. AT THE SUPREMO ACTIVITY CENTRE & MATOSHRI SPORTS COMPLEX, JOGESHWARI VIKHROLI LINK ROAD, ANDHERI (EAST) MUMBAI 400093

PRESENCE AT THE DAIS AT THE MEETING:

1. Shri Kedarmal Shankarlal Bankda : Chairman & Whole-time Director
2. Shri Vijay Shankarlal Bankda : Managing Director
3. Shri Vinod Kumar Kabra : Independent Director
4. Shri Krishna Das Neema : Independent Director
5. Shri S.P. Moondra : Statutory Auditors
6. Shri D.K.Jain : Secretarial Auditors

For Assistance:

1. Ms. Nafisa Vakil : CS and Compliance Officer
2. PCS Shri Anish Gupta : Scrutiniser
3. Shri Ankit Bankda : CFO
4. Shri Devendra Maheshwari : GM Accounts

Records & Books kept at the Meeting for inspection:

CS Nafisa Vakil kept the following Books/documents at the meeting for inspection of the members:

01. Minutes Book of AGM.
02. Records of the Shareholders as on the Cutoff date
03. Register of Directors shareholding.
04. Register of Proxy forms received.
05. Register of Directors.
06. Attendance Register of Members.
07. Register of Proxy holders.
08. Annual Report for last two years.
09. Register of Share Transfers.
10. copies of the Poll papers
11. Poll Box with key and Lock
12. Memorandum & Articles of the Company.

Proceedings at the AGM:

CS Nafisa Vakil, introduced the authorities at dais.

Shri Kedarmal Bankda: Occupied the Chair for the 28th AGM and instructed the Company secretary to proceed for the meeting. Leave of absence from attending the meeting was granted to Mrs. Rinki Bankda and Shri Praveen Jindal, directors of the Company.

CS Nafisa Vakil, Company Secretary on behalf of the Company welcome all the members at the 28th Annual general meeting of the Company. She further confirmed that as per records of the cut of date the Company is having 37,426 Member on 23rd Sept., 2016 and it is required to have 30 members personally presence to constitute the quorum for the meeting. She informed the presence of 48 members in person and confirmed that the adequate quorum for the meeting is available and call for the meeting to order.

CS requested the shareholders that the poll papers were distributed to the members at the entrance and any member who have not done e-voting to kindly and not received Poll paper may raise their hands and collect the ballot paper. She further requested to the members to cast their votes in the ballot form and put the same in the Ballot Box.

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CS requested the Chairman to deliver the speech on operation and future planning of the company

The Chairman Shri Kedarmal Bankda welcomed all the members and directors and invitees at the 28th Annual General Meeting and read the Chairman Speech. He ensured that every members present at the meeting is having received a copy of the Annual Report of the Company for the financial year 2015-16. With the consent of the members it was taken as read at the AGM.

The Chairman request CS Nafisa Vakil to proceed further. Notice of the Annual General Meeting and the Annual Report was taken as read.

Shri S.P.Moondra the Auditors was requested to read their Auditors Report at the meeting.

The CS further informed to the members that as per the requirement of the Companies Act, 2013 the electronic voting was already completed on 29th September, 2016 and voting in the general meeting shall be conducted by way of poll. She read the following agenda item of the notice one by one and requesting the members as well as proxies of the Company to mark their assent or dissent on the ballot paper provided to them.

No.	Type of Resolution	Item
1	Ordinary	To Consider and approve of the Standalone and Consolidated Audited Financial Statements, Reports of Board of Directors and Auditors for the year 2015-16 ended on 31 st March, 2016
2	Ordinary	To declare dividend @ Rs. 0.02 (2%) on the 780652180 equity shares of Rs. 1/- each of the Company for the financial year ended 31 st March, 2016.
3	Ordinary	To appoint a director in place of Smt. Rinki Ankit Bankda (DIN:06946754) who is liable to retire by rotation and being eligible, offers herself for re-appointment.
4	Ordinary	To ratify the appointment of M/s S.P. Moondra & Co., Chartered Accountants (F.R.No. 004879C) as the statutory auditors of the Company, for the year 2016-17 and to fix their remuneration.
5	Special	To re-appoint Shri Kedarmal Bankda (DIN: 00023050) as the Chairman & Whole-time Director of the Company for a period of 5 years w.e.f. 3rd May, 2017 and to approve his remuneration on the terms and conditions as set out in the resolution.
6	Special	To increase the remuneration of Shri Vijay Bankda (DIN 00023027) Managing Director w.e.f. 1 st August, 2016 for the remaining part of his tenure till 30 th Nov., 2019 on the terms and conditions as set out in the resolution.
7	Ordinary	To ratify the appointment of M/s M. Goyal & Co., as the Cost Auditors for conducting Cost Audit for the financial year 2016-17 on a remuneration of Rs. 25,000/- for the Financial year 2016-17

The Chairman offered an opportunity to the members of the Company to ask the queries about any of the agenda item of the notice.

The Chairman further informed that Shri Anish Gupta PCS, was appointed by the Board as the Scrutinizers for the Remote E-voting and Poll at the Meeting and is available at the Meeting.

The Chairman requested to the Scrutinizer to Seal Ballot Box and take assistance of any members of the company, if he require.

Scrutinisers requested to the members to ensure that all the columns given in the Poll Paper are properly filled up, including number of shares, LF/Client ID, etc. and only one option can be exercised either in favour or against. It may please be noted that the incomplete Poll Papers may be





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rejected by him. The Scrutinisers further informed that as per the requirements of the Companies Act, 2013 the Remote-E voting was allowed from 27th Sept., 2016 at 9.00 A.M. and have already completed on 29th September, 2016 at 5.00 P.M. and voting in the general meeting shall be conducted by way of poll. The Members who is in the records of the Company as on the cutoff date i.e. 23rd Sept., 2016 shall only be entitled to participate in the voting process.

The Scrutinisers ascertained that Poll paper has already been distributed to the members, and further informed that a member who have already casted his vote by Remote E-voting shall not be entitled to vote by Poll and he do so, his poll shall be rejected him.

The CS then requested to the members and proxies to put their Poll Papers in the sealed Ballot Box and informed that the vote will be considered for those members who have not casted their votes by electronically.

The Chairman further announce that if any member or proxy who has not casted their votes, please come forward promptly and complete the voting within 15 minutes, thereafter the Poll Box shall be closed.

After that the Chairman asked to the Scrutiniser about the time will be needed to scrutinize the ballot papers and preparation of the consolidated Voting report. CS Anish Gupta Scrutiniser said that it will take at one day time.

The Chairman informed all the members of the Companies that the results of the Poll together with the E-Voting will be announced within two working days and shall also be placed at the Company's BSE Website.

Since all the business to be conducted at this Annual General Meeting has been transacted, the Chairman declared that the 28th Annual general Meeting as closed.

The Chairman further extended his thanks to all the shareholders for attending today's meeting.

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