

# **RAKAN STEELS LIMITED**

CIN: L27320UP1985PLC007582

R/O: NH-2, (1 KM FROM BARA TOLL PLAZA) UMRAN, RANIA, KANPUR DEHAT-209311  
Corporate Office: Anand Palace 10/499, Allen Ganj, Kanpur-208002

**E-Mail: support@rakansteels.co.in**

Tel no.: +91-9598668666 WEB: www.rakansteels.co.in

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## **NOTICE OF THE 4<sup>TH</sup> BOARD MEETING OF THE COMPANY FOR THE FINANCIAL YEAR 2020-2021**

Date: 25.08.2020

To,  
The Board of Directors,

1. **Mr. Kannan Agarwal**, Add: 705, Anand Palace, 10/499 Khalasi Lines Kanpur-208002
2. **Mr. Sandeep Agarwal**, Add: Flat No. 704, Anand Palace, 10/499, Allenganj, Khalasi Line, Kanpur-208002
3. **Mr. Uma Shanker Dixit**, Add: 64, Gandhi Nager, Unnao-209801
4. **Mr. Mahendra Bahadur Singh**, Add: 11/231, Souter Ganj, Sai Kripa Apartment, First Floor, Kanpur-208001
5. **Ms. Radhika Bansal**, Add: 902, Tower L, Todays Home Ridge Residency, Opp. Assotech Business Centre, Sector 135, Noida, Uttar Pradesh-201304

Dear Sir/ Madam,

This is to inform you that the meeting of the Board of Directors of the Company will be held on Wednesday, the 2<sup>nd</sup> day of September, 2020 at 03:30 P.M. at the Registered Office of the Company at NH-2 (1 km from Bara Toll Plaza) Umran, Rania, Kanpur Dehat-209311.

The agenda of the business to be transacted at the meeting is enclosed.

You are requested to make it convenient to attend the Meeting.

For **RAKAN STEELS LIMITED**

SD/-

**Garima Priyani**  
(Company Secretary & Compliance Officer)

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**AGENDA OF THE 4<sup>TH</sup> MEETING OF THE BOARD OF DIRECTORS OF RAKAN STEELS LIMITED FOR THE FINANCIAL YEAR 2020-2021 TO BE HELD ON WEDNESDAY, 2<sup>ND</sup> SEPTEMBER, 2020 AT 03:30 P.M. AT THE REGISTERED OFFICE OF THE COMPANY AT NH-2 (1 KM FROM BARA TOLL PLAZA) UMRAN, RANIA, KANPUR DEHAT-209311**

1. To approve the Notice of the 33<sup>rd</sup> Annual General Meeting of the Company along with the Director's Report for circulation to the members.
2. To appoint Scrutinizer for the purpose of E-Voting at the ensuing Annual General Meeting of the Company.
3. To transact any other item with the permission of the Chair.

Yours faithfully,

For **RAKAN STEELS LIMITED**

SD/-

**Garima Priyani**

**(Company Secretary & Compliance Officer)**

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**NOTES TO AGENDA FOR THE 4<sup>TH</sup> MEETING OF THE BOARD OF DIRECTORS OF RAKAN STEELS LIMITED FOR THE FINANCIAL YEAR 2020-2021 TO BE HELD ON WEDNESDAY, 2<sup>ND</sup> SEPTEMBER, 2020 AT 03:30 P.M. AT THE REGISTERED OFFICE OF THE COMPANY AT NH-2 (1 KM FROM BARA TOLL PLAZA) UMRAN, RANIA, KANPUR DEHAT-209311**

**ITEM 1:-**

The members of the Board be and are hereby informed that pursuant to the provisions of Section 96 of the Companies Act, 2013, Every Company is required to hold its Annual General Meeting within a period of Six months from the Closure of Financial year. The attention of the members is drawn towards the fact that pursuant to the General Circular numbers 20/2020, 14/2020, 17/2020 issued by the Ministry of Corporate Affairs (MCA) and Circular number SEBI/HO/CFD/CMD1/CIR/P/2020/79 issued by the Securities and Exchange Board of India (SEBI) (hereinafter collectively referred to as "the Circulars"), companies are allowed to hold AGM through VC, without the physical presence of members at a common venue.

Therefore, the draft of the Notice along with the Director's Report convening the Annual General Meeting will be placed for finalization and approval so that the same can be circulated to the members. Hence, the Board of Directors is requested to consider the matter with utmost diligence.

Also, the Board has to approve the relevant dates for the purpose of ensuing Annual General Meeting of the Company related to E-Voting schedule, Cut-off (Record Date), Book Closure Dates etc.

**ITEM 2:-**

Pursuant to the provisions of Section 108 of the Companies Act, 2013, the appointment of scrutinizer is mandatory for scrutinizing the E-Voting process as well as voting during the AGM and who in turn will be providing a report on the votes cast "in favor" or "against" the resolutions stated in the notice to the members for the Annual General Meeting. Therefore, the Board of Directors has to deliberate on the matter and appoint the Scrutinizer for the ensuing Annual General Meeting of the Company.

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Hence, the Directors are requested to attend the meeting and give their invaluable suggestions and opinions so that the aforesaid transactions which are of a paramount importance can be completed properly, efficiently and with due diligence.

For **RAKAN STEELS LIMITED**

SD/-

**Garima Priyani**

**(Company Secretary & Compliance Officer)**