



# AIC - SELCO FOUNDATION

Regd. Office: #690, Ground Floor, 15<sup>th</sup> Cross, JP Nagar 2<sup>nd</sup> Phase, Bengaluru - 560078

PAN: AARCA4167G / UIN: U85300KA2018NPL116960

## SHORTER NOTICE OF ANNUAL GENERAL MEETING

SHORTER NOTICE is hereby given that the **4th Annual General Meeting** of the Members of **AIC-SELCO FOUNDATION** will be held on **Tuesday, 6<sup>th</sup> September, 2022 at 10.30 AM** through **Video Conference** facilitated from the registered office of the Company at #690, 1st Floor, 15th Cross 2nd Phase, J P Nagar, 100 Feet Ring Road, Bangalore-560078, Karnataka, India to transact the following business:

### ORDINARY BUSINESS:

1. To receive, consider, approve and adopt the Audited Annual Accounts of the Company for the financial year ended 31st March, 2022 consisting of Balance Sheet, Statement of Profit and Loss, Cash Flow Statement along with Notes and such other documents appended to the Annual Accounts together with the Report of Directors and Auditors thereon.

**"RESOLVED THAT** the Audited Annual Accounts of the Company for the financial year ended 31st March, 2022 consisting of Balance Sheet, Statement of Profit and Loss, Cash Flow Statement along with Notes and such other documents appended to the Annual Accounts together with the Report of Directors and Auditors thereon for the said period as submitted be and are hereby approved and adopted."

For and on behalf of the Board of Directors of  
**AIC-SELCO FOUNDATION**

Place: Bangalore  
Date: 29/08/2022

**Huda Jaffer**  
Director

**DIN: 09205025**

Norfolk House No. 89, Spencer Road,  
Frazer Town, Bengaluru 560005,  
Karnataka, India

**Rachita Misra**  
Director

**DIN: 09205419**

Flat No. 102, Neelu Residency,  
26<sup>th</sup> Main Road, 3<sup>rd</sup> Cross, JP Nagar,  
6<sup>th</sup> Phase, Bengaluru-560078,  
Karnataka, India



**NOTES:**

1. In view of the continuing COVID-19 pandemic, the Ministry of Corporate Affairs (MCA) vide its General Circular No. 20/2020 dated May 5, 2020, Circular nos. 02/2021, 19/2021 and 21/2021 and 02/2022 dated January 13, 2021, December 8, 2021, December 14, 2021 and May 5, 2022 respectively in relation to "Clarification on holding of annual general meeting (AGM) through video conferencing (VC) or other audio visual means (OAVM)", (collectively referred to as "MCA Circulars") permitted the holding of the Annual General Meeting ("AGM") through VC/OAVM, without the physical presence of the Members at a common venue. In compliance with the aforesaid MCA Circulars and the applicable provisions of Companies Act, 2013 and rules made thereunder, the 4th AGM of the Company is being convened and conducted through VC. The registered office of the Company shall be deemed to be the venue for the AGM.
2. Though as per the Companies Act, a member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll on his behalf and a proxy need not be a member of the Company, by virtue of the above General Circulars of the MCA, the shareholders cannot appoint Proxy/ies. Therefore, Proxy Form is not enclosed to this Notice of AGM.
3. Members may note that the meeting will be held through video conferencing. The video link for joining the meeting will be shared prior to the start of the meeting. The Meeting Room through weblink will be open at least 15 minutes prior to the scheduled time and the members are requested to join the meeting at their earliest convenience. The members may also note that the weblink will be open for at least 15 minutes after the commencement of the Meeting, even if the Meeting gets concluded within this time.
4. In case of any assistance required for accessing the video conferencing before the meeting or during the meeting, the shareholders are requested to contact: Ms Ditismita Chowbay, CEO, Email id: ditismita@aicselco.org and Mobile Number: +91 96685 20918
5. Members may also note that the AGM notice has been displayed on website of the Company.
6. Members may cast their vote by show of hands on the resolutions.
7. Instructions for Participation through Electronic Means:
  - (i) Invitation link to join the meeting shall be shared by the Director/CEO of the Company.
  - (ii) Detailed instructions for the Members to join the meeting are given below:

**OPTION 1: Joining from Laptop or Computer (having access to webcam)**

Step 1: Before joining a Zoom meeting on a laptop or computer, you can download the Zoom app from the following link: <https://zoom.us/download> (Zoom Client for Meetings) Otherwise, you will be prompted to download and install Zoom when you click a join link.

Step 2: Open the Zoom desktop client

Step 3: Click Join a Meeting if you want to join without signing in

Or Sign in to Zoom using your registered Mail ID (if applicable) then click Join

Step 4: Enter the Meeting ID number and Password (if applicable). Click Join and make sure access is given to the microphone (to speak) and camera (to see).

#### **OPTION 2: Joining from Mobile Phone**

Step 1: Downloading the Zoom Mobile App from the Application Store (e.g. Google Play Store, iOS App Store, as applicable).

Step 2: Join a meeting using one of these methods: • Tap Join a Meeting if you want to join without signing in. • Sign in to Zoom then tap Join.

Step 3: Enter the meeting ID number and your display name

Step 4: Tap Join Meeting. Further, Members will be required to allow Camera and use Internet audio settings as and when asked while setting up the meeting on Mobile App or Desktop Application, as the case may be.

Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.

(iii) You will then able to access/attend the meeting.

(iv) Members may cast their vote by show of hands on the resolutions.

8. The members who participate in the meeting through the link shall be counted for determining the quorum as required under the Companies Act, 2013.
9. Members who are attending the meeting physically, are requested to sign the attendance sheet as per the specimen signature recorded with the Company before admission to the Meeting Hall. In case of members attending the meeting through video conference, a roll call will be taken at the start of the meeting to form an opinion as regards the attendance of the members
10. The copy of Annual Report, notice of 4th Annual general Meeting along-with the supporting Annexures are being sent to the members through e-mail who have registered their e-mail ids with the Company. Members are requested to update their preferred e-mail ids with the Company, which will be used for the purpose of future communications. Members whose e-mail id is not registered with the Company are being sent physical copies of the Notice at their registered address through permitted mode.

Members whose e-mail ids are registered with the Company and who wish to receive printed copy of the Annual Report may send their request to the Company for the same at its registered office before the Annual General Meeting

11. Members are requested to notify immediately any change in their address or other particulars, including email addresses to the Company. In all correspondence with the Company, Members are requested to quote their Account/Folio Numbers.
12. All relevant documents referred to in the Notice of Annual General Meeting are available for inspection electronically.
13. The Register of contracts or arrangements in which Directors are interested and Register of Directors and key Managerial Personnel and their Shareholding maintained under Section 189 and 170 of the Companies Act, 2013, and such other Registers which should be kept open for inspection of members, are available for such inspection electronically.
14. Route map has not been provided as it is a Meeting to be held with Video Conference mode only.



15. In accordance with the provisions of the Companies Act, 2013 and SS-2 Secretarial Standard on General meetings, the request for consenting to shorter notice of the members for calling Annual General meeting is enclosed with the Notice. Further, the Fourth Annual General meeting shall be held, if the consent is received from not less than 95% of the members entitled to vote thereat.

For and on behalf of the Board of Directors of  
**AIC-SELCO FOUNDATION**

**Place: Bangalore**  
**Date: 29/08/2022**

**Huda Jaffer**  
Director

**DIN: 09205025**

Norfolk House No. 89, Spencer Road,  
Frazer Town, Bengaluru 560005,  
Karnataka, India

**Rachita Misra**  
Director

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6<sup>th</sup> Phase, Bengaluru-560078,  
Karnataka, India



**ATTENDANCE SLIP  
4<sup>TH</sup> ANNUAL GENERAL MEETING 2022**

**(Please complete this attendance slip and hand it over at the entrance of the Hall)**

I/We hereby record my/our presence at the 4<sup>th</sup> Annual General Meeting of the Company held on ..... at ..... at .....

Folio No./DP ID-Client ID: .....

Full Name of the Shareholder in Block Letters: .....

No. of Shares held: .....

Signature of the Shareholder/Proxy/Representative\*

\*Strike out whichever is not applicable

**Consent of Shareholder for Shorter Notice**

**[Pursuant to Section 101(1) of the Companies Ac, 2013]**

To

The Board of Directors

**AIC-Selco Foundation**

No. 690, 1st Floor, 15th Cross,

2nd Phase, J. P. Nagar,

Bangalore-560078, Karnataka, India

I, ....., D/o ....., residing at ..... holding  
..... Equity shares of Rs. 10/- in the Company in my own name hereby give consent pursuant to  
section 101(1) of the Companies Act, 2013, to hold the Annual General meeting on **Tuesday, 6<sup>th</sup> September, 2022**  
at **10.30 AM** at a shorter notice.

**Signature: .....**

**Name: .....**

**Date: .....**

**Place: .....**