

H.M. ELECTRO MECH LIMITED

Registered Address: 305, Ashram Avenue, B/H. Kochrab Ashram, Paldi. Ahmedabad
Gujarat 380006

Tel: 91 – 79 – 40092538, **Email: dipak@hmelectromech.com**

CIN: U45500GJ2018PLC102018, www.hmelectromech.com

NOTICE

NOTICE is hereby given that the **Fourth** Annual General Meeting of the Members of H.M. ELECTRO MECH LIMITED will be held on Friday, 30TH September, 2022 at 10.00 a.m. at the Registered Address of the Company situated at 305, Ashram Avenue, B/H Kochrab Ashram, Paldi, Ahmedabad-380006 to transact the following businesses:-

ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Financial Statements for the financial year ended on 31st March, 2022 including the Audited Balance Sheet as at 31st March, 2022 and the Statement of Profit and Loss for the year ended on that date and the Reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of Mr. Dipak Padmakant Pandya (DIN: 02188199) who retires by rotation and being eligible, offers himself for re-appointment.

Date : 30/08/2022

Place : Ahmedabad

By order of the Board of Directors
For H.M. ELECTRO MECH LIMITED


MAHENDRA PATEL
Director
DIN : 02190228

REGISTERED OFFICE

305, Ashram Avenue,
B/H Kochrab Ashram,
Paldi, Ahmedabad-380006 (Gujarat), India
E-mail : dipak@hmelectromech.com
Website : www.hmelectromech.com
CIN : U45500GJ2018PLC102018

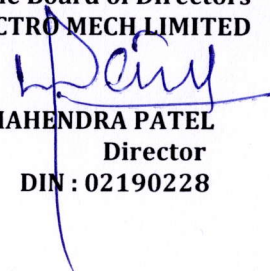
NOTES:

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING ("MEETING/AGM") IS ENTITLED TO APPOINT A PROXY TO ATTEND AND TO VOTE ON A POLL INSTEAD OF HIMSELF / HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. A PERSON CAN ACT AS A PROXY ON BEHALF OF MEMBERS NOT EXCEEDING 50 AND HOLDING IN THE AGGREGATE NOT MORE THAN 10% OF THE TOTAL SHARE CAPITAL OF THE COMPANY. HOWEVER, A MEMBER HOLDING MORE THAN 10%, OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS MAY APPOINT A SINGLE PERSON AS PROXY AND SUCH PERSON SHALL NOT ACT AS PROXY FOR ANY OTHER PERSON OR MEMBER. THE INSTRUMENT APPOINTING PROXY IN ORDER TO BE VALID AND EFFECTIVE SHOULD BE LODGED / DEPOSITED WITH THE COMPANY AT ITS REGISTERED OFFICE OF THE COMPANY NOT LESS 48 (FORTY EIGHT) HOURS BEFORE THE SCHEDULED TIME OF THE COMMENCEMENT OF ANNUAL GENERAL MEETING. BLANK PROXY FORM IS ANNEXED HERETO.
2. Corporate members intending to send their authorized representatives to attend the meeting are requested to send certified copy of board resolution or other governing body authorizing their representatives to attend and vote on their behalf at the meeting.
3. Members/proxies/authorized representatives should bring their copy of the Annual Reports and Accounts along with Attendance Slip (duly completed) when attending the Meeting.
4. Members who hold shares in dematerialised form are requested to write their DP – ID and Client – ID Numbers and those who hold shares in Physical form are requested to write their Folio Number in the Attendance Slip for attending the Meeting.
5. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of Names will be entitled to vote.
6. Brief resume of Directors including those liable to retire by rotation and proposed to be re-appointed, are provided in Annexure.
7. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 and the Register of Contracts or Arrangements in which Directors are interested, maintained under Section 189 of the Companies Act, 2013, will be available for inspection by the members at the Annual General Meeting.
8. The Ministry of Corporate Affairs (vide circular nos. 17/2011 and 18/2011 dated 21st April, 2011 and 29th April, 2011 respectively) has undertaken a "Green Initiative in Corporate Governance" and allowed companies to share documents with its shareholders through an electronic mode. A recent amendment to the Listing Agreement with Stock Exchanges permits companies to send soft copies of the Annual Report to all those shareholders who have registered their email address for the said purpose. Members are requested to support this Green Initiative by registering / updating their email address for receiving electronic communication.
9. Shareholders are eligible to file their nominations against their shareholding. Nomination Form(s) are available at the Registered Office of the Company situated at 305, Ashram Avenue, B/H. Kochrab Ashram, Paldi. Ahmedabad Gujarat 380006. Those interested in getting the facility of nomination may write to the Company Secretary of the Company for a copy of the prescribed Nomination Form.
10. All documents referred to in the accompanying notice and explanatory statement are open for inspection at the registered office of the Company on all working days, except Saturday between 11.00 a.m. to 01.00 p.m. prior to the date of Annual General Meeting of the Company.
11. Any member desiring any clarification/explanation in respect of the information given in this annual report is requested to submit query to the company at least 10 days in advance before the meeting so as to enable the management to keep information ready.

12. The route map of the venue of the Annual General Meeting is appended to this Report. The prominent land mark near the venue is Kochrab Ashram, Ahmedabad.

Date : 30/08/2022
Place : Ahmedabad

By order of the Board of Directors
For H.M. ELECTRO MECH LIMITED


MAHENDRA PATEL
Director
DIN : 02190228

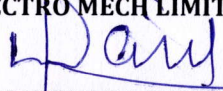
**ANNEXURE TO NOTICE
DISCLOSURES AS PER SECRETERIAL STANDARDS**

ITEM NO. 2

Particulars	
Name of the Director	Dipak Padmakant Pandya
DIN	02188199
Date of Birth	25/03/1963
Date of first Appointment on the Board	Since Incorporation
Shareholding in the Company	25,00,000 (25.00%)
Relationship with other Director and Key managerial Personnel	Mr. Dipak Pandya is husband of Mrs. Mita Dipak Pandya
Number of Board meeting attended during the year	8
Other Directorship	Nil
Membership/ Chairmanship of Committees of other Boards	Nil
Qualification	He holds degree of Bachelor of Engineering in Mechanical from Sardar Patel University, Gujarat
Expertise	He is having more than 17 years of experience in electro-mechanical Instrumentation

Date : 30/08/2022
Place : Ahmedabad

By order of the Board of Directors
For H.M. ELECTRO MECH LIMITED


MAHENDRA PATEL
Director
DIN : 02190228