



EMKAY TOOLS

EMKAY TAPS AND CUTTING TOOLS LTD.

Registered Office & factory Address: B-27 & B-27/1, M.I.D.C. Industrial Area, Hingna Road, Nagpur-440016 (India)
CIN: L29220MH1995PLC091091 www.etcti.com

August 22, 2022

To,

National Stock Exchange of India Limited,
Exchange Plaza, Bandra Kurla Complex
Bandra (E), Mumbai-400051

Series: SM
Symbol: [EMKAYTOOLS](#)

SUBJECT: 27th AGM SCHEDULE

Company Name	EMKAY TAPS AND CUTTING TOOLS LIMITED	
Cut-off date for identifying shareholders entitled, to receive copy of Annual Report along with Notice of 27 th AGM	Friday August 19, 2022	
Cut-off for identifying shareholders entitled to attend at vote at the 27 th Annual General Meeting	Friday September 09, 2022	
Cut - off date for completion of dispatch of 27 th AGM notice	Wednesday August 24, 2022	
Book Closure Date for 27 th AGM and Final Dividend	*From: Thursday September 15, 2022 * To: Saturday September 17, 2022	
AGM Date	Saturday September 17, 2022	AGM Time :11.30 AM
AGM Venue	Registered office situated at B-27 and B-27/1MIDC Hingna Industrial Estate, Hingna Road, Nagpur-440016	
Type	*AGM	* Financial Year: 2021-22
Laptop Require	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Staff Require For AGM	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
City	Nagpur	* Pin code - 440016
State	Maharashtra	
Country	India	

Copy To:

Bigshare Services Pvt. Ltd., Registrar and Transfer Agent: shwetast@bigshareonline.com, jibu@bigshareonline.com;

For EMKAY TAPS AND CUTTING TOOLS LTD.

S. Sohane
Company Secretary
A 37324.



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NOTICE OF 27th ANNUAL GENERAL MEETING

Dear Member(s),

Notice is hereby given that the twenty-seventh Annual General Meeting of the Members of Emkay Taps and Cutting Tools Limited is scheduled to be held on **Saturday September 17, 2022 at 11.30 AM** at the Registered Office of the Company i.e. Plot no. B-27/B-27/1, M.I.D.C. Hingna, Industrial Estate, Nagpur-440016, Maharashtra to transact the following business(s):

ORDINARY BUSINESS:

1. To consider and adopt the Audited financial statements of the Company for the year ended March 31, 2022 together with the Reports of the Board of Directors and Auditors' thereon.
2. To consider re-appointment of Mrs. Alka Ajayprakash Kanoria (DIN: 00041346), who retires by rotation in terms of Section 152(6) of Companies Act, 2013 and being eligible offers herself for re-appointment. For details of Director seeking re-appointment at the Annual General Meeting please refer Annexure I to the Notice.

Nagpur Monday August 22, 2022

By the Order of Board of Director
For EMKAY TAPS AND CUTTING TOOLS LIMITED


S. Sohane
Shruti Sohane
Company Secretary & Compliance Officer

NOTES:

1. A Member entitled to attend and vote at the Annual General Meeting is entitled to appoint a proxy to attend and vote on a poll instead of her/him and a proxy need not be a member of the Company. In case of joint holders attending the AGM, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote.
2. Proxy form, in order to be effective, must be received at the Registered Office of the Company, not less than 48 hours before the commencement of the Annual General Meeting.
3. Corporate Members intended to send their authorized representatives to attend the meeting are requested to send the Company a certified copy of Board resolution authorizing their representative to attend and vote on their behalf at the Meeting.
4. Members, Proxies and Authorised Representatives are requested to bring to the meeting their copy of Annual Report, the Attendance Slip enclosed herewith, duly completed and signed, mentioning therein details of their DP ID and Client ID / Folio No.
5. In accordance with the provisions of section 91 of the Companies Act, 2013, the Register of Members and the Share Transfer Books of the Company will remain close from Thursday September 15, 2022 to Saturday September 17, 2022 (both days inclusive).
6. Members holding shares in dematerialized form are requested to intimate all changes pertaining to their name, postal address, email address, telephone/mobile numbers, Permanent Account Number (PAN), mandates, nominations, power of attorney, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, etc., to their depository participant (DP). Changes intimated to the DP will then be automatically reflected in the Company's records which will help the Company and the Company's Registrars and Transfer Agents **Bigshare Services Pvt. Ltd.** to provide efficient and better services.
7. To support the 'Green Initiative' and pursuant to MCA and SEBI circular the Notice of the AGM along with the Annual Report 2021-22 is being sent by electronic mode only to all the Members whose e-mail addresses are registered with the Company / Depositories. For Members who have not registered their e-mail addresses, may register on <https://www.bigshareonline.com/InvestorRegistration.aspx> and request to get the same on their respective email address(s). Also, members are requested to note that this Notice and the Annual Report 2021-22 will also be available on the Company's website viz., www.etctl.com



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8. As per the provisions of Section 72 of the Act, the facility for making nomination is available for the Members in respect of the shares held by them. Members who have not yet registered their nomination are requested to register the same by submitting Form No. SH-13. The said form can be downloaded from the Company's website <https://etctl.com/nomination/>. Members are requested to submit the said form to their DP in case the shares are held in electronic form.
9. Members are requested to note that, dividends if not encashed for a consecutive period of 7 years from the date of transfer to Unpaid Dividend Account of the Company, are liable to be transferred to the Investor Education and Protection Fund ("IEPF"). The shares in respect of such unclaimed dividends are also liable to be transferred to the demat account of the IEPF Authority. In view of this, Members/Claimants are requested to claim their dividends from the Company, within the stipulated timeline. The Members, whose unclaimed dividends/shares have been transferred to IEPF, may claim the same by making an application to the IEPF Authority, in Form No. IEPF-5 available on www.iepf.gov.in. The Members/Claimants can file only one consolidated claim in a financial year as per the IEPF Rules.
10. Brief resume of Directors seeking appointment/reappointment including nature of their expertise in specific functional areas and names of companies in which they hold directorship and membership /chairmanship of Board Committees, as stipulated under the provisions of SEBI (LODR), Regulations, 2015, is given in "Annexure I".
11. THE INSTRUCTIONS FOR MEMBERS FOR VOTING ON THE DAY OF THE 27th AGM ARE AS UNDER:
 1. Members / shareholders, who will be present in the 27th AGM shall be eligible for voting either themselves or through proxy by show of hand, in case poll not demanded by the shareholders/members at the 27th AGM.
 2. As per Notification issued by Ministry of corporate Affairs dated March 19, 2015 with reference to the Companies (Management and Administration) Rules, 2014, Companies covered under Chapter IX as per SEBI (ICDR) Regulations, 2018 will be exempted from E-voting provisions. Company is covered under Chapter IX and is listed on SME platform of NSE EMERGE. Hence, company is not providing E-voting facility to its shareholders.
 13. As per the Notification issued by SEBI dated September 2, 2015 under SEBI (Listing Obligation and Disclosure Requirement) Regulation, 2015 the compliance with the corporate Governance Provisions under the provisions of SEBI (LODR), Regulations, 2015 shall not apply in respect of the Listed Entity which has listed its specified securities on the SME Exchange.
 14. The Company intends to convene 27th Annual General Meeting in compliance with applicable provisions of the Companies Act, 2013 read with General Circular No. 14/2020 dated April 8 and April 13, 2020.
 15. Map for 27th AGM venue is given at the end of this Annual Report.





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MAP FOR AGM VENUE



Emkay Taps & Cutting Tools Limited

- 📍 **Landmark:** Mahindra & Mahindra CO. – 600m- 2 min.
- 📍 Distance from **Hingna T –Point-** 4.5 km – 10 min.
- 📍 Distance from **Mascot Honda Bhagatchowk**–1.8km- 6 min.
- 📍 Distance from **IC square-** 1.4km-4 min.





EMKAY TOOLS

27th Annual General Meeting

FORM NO. MGT-11

PROXY FORM

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

CIN : L29220MH1995PLC091091
 Name of the company: : **EMKAY TAPS AND CUTTING TOOLS LIMITED**
 Registered office: : B-27 7 B-27/1 M.I.D.C. Hingna,
 Industrial Estate, Nagpur-440016.
 Tel. No. 07104-237584
www.etctl.com

Name of the Member(s): _____

Registered Address: _____

Email id: _____

Folio No/ DP Id/Client Id : _____

I/We, being the member (s) of _____ shares of the above named company, hereby appoint

1. Name: _____

Address: _____

Email Id: _____

Signature: _____ or failing him/her

2. Name: _____

Address: _____

Email Id: _____

Signature: _____ or failing him/her

3. Name: _____

Address: _____

Email Id: _____

EMKAY TAPS AND CUTTING TOOLS LIMITED



Signature: _____

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 27th Annual General Meeting of the Company being held on Saturday September 17, 2022 at 11.30 a.m. at The Registered Office of the Company and at any adjournment thereof in respect of such resolutions as are indicated below:

ORDINARY BUSINESS:

1. To consider and adopt the Audited financial statements of the Company for the year ended March 31, 2022 together with the Reports of the Board of Directors and Auditors' thereon.
2. To consider re-appointment of Mrs. Alka Ajayprakash Kanoria (DIN: 00041346), who retires by rotation in terms of Section 152(6) of Companies Act, 2013 and being eligible offers herself for re-appointment.

Signed this _____ day of _____ 2022

Signature of shareholder _____

Affix
Revenue
Stamp

Signature of Proxy holder(s) _____

Note: This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.

