

# HARYANA MILK FOODS LIMITED

Registered Office: Kaithal Road, Pehowa, District-Kurukshetra, Haryana-136128  
CIN: U74899HR1965PLC008345, Website: www.haryanamilk.com  
Phone No: 01741-230061, Fax No:01741-230348, Email.id: hmflpehowa@gmail.com

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## NOTICE

Notice is hereby given that the 57<sup>th</sup> Annual General Meeting of the members of Haryana Milk Foods Limited will be held on Saturday, 30<sup>th</sup> September 2023 at 11:00 A.M. at the Registered Office of the Company at Kaithal Road, Pehowa, District Kurukshetra-136128 (Haryana) to transact the following business.

### ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Balance Sheet of the Company as at 31<sup>st</sup> March, 2023 and Statement of Profit and Loss for the year ended on that date together with Reports of the Board of Directors and the Auditors thereon.
2. To appoint a Director in Place of Mrs. Ekta Jain (DIN-03118560), who retires by rotation and being eligible, offers her for reappointment.

### SPECIAL BUSINESS:

#### 1. RATIFICATION OF COST AUDITORS REMUNERATION

To consider and if thought fit, to pass, with or without modification(s) the following resolution as a Ordinary Resolution;

**“RESOLVED THAT** pursuant to Section 148 and other applicable provisions, if any, of the Companies Act, 2013 read with Rule 14 of the Companies (Audit and Auditors) Rules, 2014, **M/s N.N. Sharma & Associates**, Cost Accountants, (Membership No.21494), the Cost Auditors appointed by the Board, to conduct the audit of the cost records of the Company in respect of products of Haryana Milk Foods Limited for the Financial Year ending 31st March, 2024, be paid remuneration as set out in the Explanatory Statement annexed to the Notice.”

#### 2. APPOINTMENT OF SECRETARIAL AUDITOR

To consider and if thought fit, to pass, with or without modification(s) the following resolution as an Ordinary Resolution;

**"RESOLVED THAT** pursuant to Section 204 read with Rule 9 of the Companies (Appointment and Remuneration of Managerial Personnel) Rules 2014, consent of the Board **be and is hereby** accorded to appoint **Sandeep Agrawal & Associates** Practicing Company Secretaries, (Membership No. F9236 and CP. No- 10752 for conducting a Secretarial Audit of the Company for financial Year ending 31.03.2024 on remuneration as may be agreed upon by the Board of Directors in consultation with the said Auditor.

**By Order of the Board  
For Haryana Milk Foods Limited**

**Date: 25/08/2023  
Place: Pehowa, Kurukshetra, Haryana**

**Omesh Kumar Goyal  
Managing Director  
DIN: 00238128**

## **NOTES:**

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF/HERSELF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE INSTRUMENT APPOINTING THE PROXY, IN ORDER TO BE EFFECTIVE MUST BE DULY COMPLETED, STAMPED, SIGNED AND MUST BE SENT TO THE COMPANY SO AS TO REACH AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE TIME FOR HOLDING THE MEETING.**

Pursuant to the provisions of section 105 of the Companies Act, 2013, a person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A member holding more than ten percent of the total share capital of the Company carrying voting.

2. An Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 is annexed hereto and forms part of the Notice.
3. The Register of Members and Share Transfer Books of the Company will remain closed from 25<sup>th</sup> September, 2023 to 30<sup>th</sup> September, 2023 (both days inclusive).
4. All documents referred in the notice are open for inspection at the Registered Office of the Company between 11:00 A.M. to 01:00 P.M. on any working day prior to the date of the Annual General Meeting.
5. Corporate Members intending to send their authorised representatives to attend the meeting are requested to send a duly certified copy of the Board Resolution authorizing their representatives to attend and vote on their behalf at the Annual General Meeting.
6. In case of joint holders attending the Annual General Meeting, 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 at the meeting.
7. Members are requested to submit their PAN to the Company's registered office at Kaithal Road, Pehowa, Kurukshetra, Haryana-136128.
8. Members/Proxies attending the meeting are requested to bring the Attendance Slips (duly completed) in the meeting.
9. Members holding the shares in physical form are requested to immediately intimate any changes pertaining to their name, address, registered E-mail Id, bank details etc. to the Registrar and Share Transfer Agent (RTA) of the Company at RCMC Share Registry Pvt. Ltd. B-25/1, First Floor, Okhla Industrial Area Phase-II, New Delhi-110020 or to the Company at Kaithal Road, Pehowa, Kurukshetra, HR-136128. Members holding shares in dematerialized form are requested to intimate any of the above mentioned details to their Depository Participant. Changes intimated to the Depository Participant will be automatically reflected in the Company's records.

10. For the purpose of availing Nomination facility, members holding shares in dematerialised form are required to lodge the nomination with their Depository Participant and members holding shares in physical form are required to fill and submit Form SH-13 (available on request) with the Company's Registrar and Transfer Agent, at RCMC Share Registry Pvt. Ltd. B-25/1, First Floor, Okhla Industrial Area Phase-II, New Delhi-110020 or to the Company at Kaithal Road, Pehowa, Kurukshetra, HR-136128.
11. Members of the Company may kindly note that the Company has taken demat facility from CDSL and NSDL. Hence, the Members who are still holding physical Share Certificates are advised that it is in their own interest to dematerialize their shareholding to avail benefits of dematerialization viz. easy, electronic transfer, savings in stamp duty and prevention of forgery.
12. Members seeking any information with regard to the accounts are requested to write to the Company at an early date, so as to enable the Management to keep the information ready at the Annual General Meeting.
13. The route map showing directions to reach the venue of the Fifty Seventh AGM is annexed.
14. Pursuant to the prohibitions imposed vide Secretarial Standards on General Meetings (SS-2) issued by the ICSI and the MCA circular, no gifts/coupons shall be distributed at the Meeting.

**Explanatory Statement pursuant to Section 102(1) of the Companies Act,  
2013 relating to items of Special Business**

**Item No.1 of Special Business**

**RATIFICATION OF COST AUDITORS REMUNERATION**

The Board, upon recommendation of the Audit Committee, has approved the appointment of M/s N.N. Sharma & Associates, Cost Accountants (Membership No.21494) as Cost Auditors of the Company to conduct the audit of the Cost Records maintained in respect of products of Haryana Milk Foods Limited for the Financial Year ending 31st March, 2024 at a remuneration of 15,000 (Rupees fifteen thousand) plus applicable Taxes thereon as approved by the Board based on the recommendation of the Audit Committee in terms of Rule 14 (a) (ii) of the Companies (Audit and Auditors) Rules, 2014.

However, in terms of provision of Section 148(3) of the Act read with Rule 14 of the Companies (Audit and Auditors) Rules, 2014, the aforesaid remuneration payable to the Cost Auditors is subject to ratification by the Members of the Company.

Accordingly, the consent of the Members is sought by way of an Ordinary Resolution in this regard. The Board recommend the proposed Ordinary Resolution for approval by the Members.

None of the Directors, Key Managerial Personnel or their relatives is concerned or interested in the proposed Ordinary Resolution at Item No. 1 of the Notice.

**Item No.2 of Special Business**

**APPOINTMENT OF SECRETARIAL AUDITOR**

The Board, upon recommendation of the Audit Committee, has approved the appointment of Sandeep Agrawal & Associates, Company Secretaries (Membership No. F-9236),( C. P. No-10752) to conduct audit of the Secretarial records maintained by the Company for Financial Year ending 31<sup>st</sup> March, 2024 at a remuneration as may be agreed upon by the Board of Directors in consultation with the said Auditor.

Accordingly, the consent of the Members is sought by way of Ordinary Resolution in this regard. The Board recommend the proposed Ordinary Resolution for approval by the Members.

None of the Directors, Key Managerial Personnel or their relatives is concerned or interested in the proposed Ordinary Resolution at Item No. 2 of the Notice.

**By Order of the Board  
For Haryana Milk Foods Limited**

**Date: 25/08/2023  
Place: Pehowa, Kurukshetra, Haryana**

**Omesh Kumar Goyal  
Managing Director  
DIN: 00238128**

## **EXHIBIT TO ANNUAL GENERAL MEETING**

**PURSUANT TO THE COMPANIES ACT, 2013 AND SECRETARIAL STANDARDS ON GENERAL MEETINGS, BRIEF RESUME OF THE DIRECTORS SEEKING RE-APPOINTMENT AS DIRECTOR AT THIS ANNUAL GENERAL MEETING IS FURNISHED**

<b>Particulars</b>	<b>Mrs. Ekta Jain, DIN: 03118560</b>
Date of Birth and Age	24/11/1972 Age: 51 Yrs. (Approx)
Date of appointment on Board	08/12/2014
Qualifications	BCOM and MBA
Experience	9 Yrs. (Approx)
No. of Meetings of the Board attended during FY 2022-23	All the Board Meetings
Other Directorships	<ul style="list-style-type: none"><li>• TNS Infrastructure Technology Private Limited</li><li>• TNS Networking Solutions Private Limited</li></ul>
Memberships/Chairmanships of committees across other Companies	NA
Shareholding in the Company	Nil
Relationship with other directors, manager or key managerial personnel, if any	Mr. Omesh Kumar Goyal (MD)- Father Mr. Ashwani Kumar Goyal (WTD)-Brother
Last drawn Remuneration	Nil
Remuneration sought to be Paid	None