

CARBO-CERAMICS LIMITED

Registered Office : 31, Chowringhee Road, Kolkata - 700 016
Email Id : secretarial@carbo-ceramics.com, Fax : 22496420
Website : www.carbo-ceramics.com
CIN : L26999WB1902PLC001537

26.09.2019

The Secretary
The Calcutta Stock Exchange Limited
7 Lyons Range
Kolkata – 700001

Dear Sir/Madam,

Sub : Brief proceedings of 117th Annual General Meeting of the Company held on 25.09.2019.

In terms of Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, the Company, enclosed please find herewith brief proceedings of the Annual General Meeting of the Company held at Calcutta Chamber of Commerce 18-H, Park Street, Stephen Court, Kolkata 700071 on Wednesday, the 25th September, 2019 at 11.30 A.M.

Kindly acknowledge receipt

Thanking you,

Yours faithfully,
For Carbo-Ceramics Ltd.

Kavita Biyani
Kavita Biyani
Company Secretary

Encl: As above.



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Brief proceedings of the 117th Annual General Meeting of the Company held on 25th September, 2019.

The 117th Annual General Meeting of the members of Carbo-Ceramics Limited was held at Calcutta Chamber of Commerce 18-H, Park Street, Stephen Court, Kolkata 700071 on Wednesday, the 25th September, 2019 at 11.30 A.M.

All the Directors of the Company, Mrs. K. Biyani, Company Secretary were present. Mr. Siddharth Lakhotia, authorised representative of ABPP & Associates. (Statutory Auditors) and Mrs. Swati Bajaj Partner PS & Associates (Secretarial Auditor) were also present.

Mr. M. C. Darak was appointed Chairman of the Meeting and took the chair.

29 Members were present in person and No Member was present through proxy.

Mrs. K. Biyani, Company Secretary informed the Chairman that as per the attendance records, since the requisite quorum was present, the meeting could commence its proceedings.

The members were informed that the Company had received 1 representations from Company for 461000 shares.

Mr. Darak, Chairman of the meeting welcomed the shareholders to the Annual General Meeting of the Company.

The Chairman informed that the Register of Directors' shareholdings and other statutory registers were produced at the commencement of the meeting and were kept open and accessible during the continuance of the meeting to the persons having the right to attend the meeting.

With the permission of the Members present Notice convening the meeting, Financial Statements and Directors Report were taken as read.

The qualifications/observations in the Auditors' Report was read out by Mr. Siddharth Lakhotia, authorised representative of ABPP & Associates. (Statutory Auditors), Partner, ABPP & Associates.

The Chairman informed that Pursuant to the provisions of Section 108 of the Companies Act, 2013, read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, the Company had provided remote e-voting facility to the members of the Company on the resolutions to be passed at the Annual General Meeting. The remote e-voting commenced on 22nd September, 2019 (at 9.00 AM) and closed on 24th September, 2019 (at 5.00 PM).

The Chairman informed that the Company had engaged the services of CDSL as the agency to provide remote-evoting facility to its members.

The Chairman further informed that the facility for voting through Ballot paper is made available at the Meeting for members who have not cast their vote through remote evoting. Thereafter ballot papers were distributed to the members.



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The Chairman further informed that M/s PS & Associates, Practising Company Secretaries were earlier appointed by the Board of Directors to scrutinize the voting process.

The Chairman briefed the members about the working of the Company and invited members to express their views. The queries sought by members were appropriately answered by the Chairman.

The Members deliberated on the following resolutions set out in the Notice of AGM.

Ordinary Business:

| Sl. No. | Brief details of Resolutions |
|---------|---|
| 1. | Adoption of Audited Financial Statements for the year ended 31st March, 2019. |
| 2. | Appointment of Mrs. Samarpita De (DIN 08128103), who retires by rotation and being eligible, offers herself for re appointment. |

Special Business:

| Sl. No. | Brief details of Resolutions |
|---------|--|
| 3. | Re-appointment of Mr. M.C. Darak (DIN: 00029073) as a Non - Executive Independent Director of the Company, for a second term of five (5) consecutive years from the conclusion of 117 th AGM of the Company till the 122 nd AGM of the Company. |
| 4. | Re-appointment of Mr. S. Marda (DIN: 00065359), as a Non - Executive Independent Director of the Company for a second term of five (5) consecutive years i.e. from the conclusion of 117 th AGM of the Company till the 122 nd AGM of the Company. |
| 5. | Re-appointment of Mr. P. K. Joshi (DIN: 00556512), as a Non - Executive Independent Director of the Company, for a second term of five (5) consecutive years i.e. from the conclusion of 117 th AGM of the Company till the 122 nd AGM of the Company. |


The Chairman directed the voting by Ballot Paper process to commence on the aforesaid resolution and requested Mrs. Kavita Biyani, Company Secretary of the Company to explain the voting process to the members.

The Chairman also stated that Mrs. Swati Bajaj, Partner M/s PS & Associates, Practising Company Secretaries, Scrutinizer appointed by the Board, would ensure that voting is done in a fair and transparent manner. He added that the Scrutinizer would submit a consolidated Scrutinizer Report of total votes cast through remote voting and voting at the AGM. to Mr. M. C. Darak, Director of the Company and Chairman of the Meeting who would declare the result as early as possible.

Mrs. Swati Bajaj, Partner M/s PS & Associates, Practising Company Secretaries, Scrutinizer who was present at the AGM then scrutinized the voting process.

The voting at AGM concluded at 12.30 p.m.

For Carbo-Ceramics Ltd.



M. C. Darak

Director

DIN: 00029073