

# **THE INDIAN SILK EXPORT PROMOTION COUNCIL**

(Limited by Guarantee)

(Sponsored by Govt. of India, Ministry of Textiles)

112-A, First Floor, Chiranjiv Tower, 43, Nehru Place, New Delhi- 110019, India

CIN U17110DL1983NPL319014

Tele: 011-26220134, 40154181, E-mail: [isepch@gmail.com](mailto:isepch@gmail.com) & [roisepc@gmail.com](mailto:roisepc@gmail.com)

Website: [www.theindiansilkexportpromotioncouncil.com](http://www.theindiansilkexportpromotioncouncil.com)

**ISEPC/ 40<sup>th</sup>AGM/2023-24**

**5<sup>th</sup> September 2023**

To,

All Members of the Council,

The members are hereby informed that the 40<sup>th</sup> Annual General Meeting of the Council will be held on **Tuesday the 26<sup>th</sup> September 2023 at 12.00 noon onwards at Hotel Eros (Empress of China), Nehru Place, New Delhi- 110019, India;**

The Ministry of Corporate Affairs has taken a "Green Initiative in the Corporate Governance" by allowing paperless compliances by the Companies and allowed to send communications including sending of Annual Report to Members by e-mail. To support this green initiative of the Government in full measure, the Council intends to send the Annual Report on registered email ids of the members.

In view of the above, the Notice of the AGM along with the Annual Report 2022-23 and the agenda is being sent only through electronic mode to those members whose email addresses are registered with the Council. Members may note that the Notice and Annual Report 2022-23 will also be available on the Council's website.

In case you wish to receive the printed copy of the Annual Report, please send an appropriate request to the office by letter or by an e-mail to the e-mail id: [roisepc@gmail.com](mailto:roisepc@gmail.com), [isepch@gmail.com](mailto:isepch@gmail.com). Please quote your membership details. Upon receipt of your request, Council will send you, free of cost, a physical copy of the Annual Report.

Please note that all future communications would be sent in electronic form to your e-mail address. Please inform any change(s) in your e-mail address and other details to above mail ids.

For & on behalf of the Committee of Administration of  
The Indian Silk Export Promotion Council

Sd/-

(T.S. Chadha)

(DIN No. 06821130)

Officiating Executive Director, ISEPC

Issued under authority conferred by the COA

Encls:

1. AGM Notice,
2. Annual Report along with Audited Annual Accounts for FY 2022-23;

# **THE INDIAN SILK EXPORT PROMOTION COUNCIL**

(Limited by Guarantee)

(Sponsored by Govt. of India, Ministry of Textiles)

112-A, First Floor, Chiranjiv Tower, 43, Nehru Place, New Delhi- 110019, India

CIN U17110DL1983NPL319014

Tele: 011-26220134, 40154181, E-mail: [isepch@gmail.com](mailto:isepch@gmail.com) & [roisepc@gmail.com](mailto:roisepc@gmail.com)

Website: [www.theindiansilkexportpromotioncouncil.com](http://www.theindiansilkexportpromotioncouncil.com)

## **NOTICE FOR ANNUAL GENERAL MEETING**

**ISEPC/ 40<sup>th</sup> AGM/26.9/2023-24**

**5<sup>th</sup> September 2023**

**Notice** is hereby given that the **Fortieth (40<sup>th</sup>) Annual General Meeting** of “**The Indian Silk Export Promotion Council**” (ISEPC) will be held on **Tuesday, the 26<sup>th</sup> September 2023 from 12.00 noon onwards at Hotel Eros (Empress of China), Nehru Place, New Delhi- 110019, India;** through Physical Mode, to transact the following business:

### **Ordinary Business:**

1. To receive, consider and adopt Annual Report of the Committee of Administration of ISEPC, on the Annual Activities of **The Indian Silk Export The Promotion Council**, for the period under report from 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023;
2. To receive, consider and adopt the “Audited Financial Statement” of the Council for the year ended on 31<sup>st</sup> March, 2023, together with Auditor’s Report, thereon;
3. To consider and continuation of appointment of Mr. Arihant Jain, Chartered Accountants of M/s UCC & Associates LLP, as the Statutory Auditors of the Council for the year 2023-24.

For & on behalf of the Committee of Administration of  
The Indian Silk Export Promotion Council

Sd/-

(T.S. Chadha)

(DIN No. 06821130)

Officiating Executive Director, ISEPC

Issued under authority conferred by the COA

### **Working Notes for Members:**

1. The 39<sup>th</sup> Annual General Body Meeting of the Council was held on 14/10/2022 at New Delhi and the minutes thereon was issued to all the members. No objection has been received so far. Members may kindly confirm the same;
2. The Committee of Administration has prepared a report briefly describing the activities undertaken by the Council for benefiting the members in their export efforts as well as trade dissemination during the year 2022-23. Members may kindly review and adopt;
3. The Auditor of the Council have audited the Accounts of the Council, the Auditor’s Report, Audited Balance Sheet and Audited Statement of Income & Expenditure pertaining to the period 01/04/2022 to 31/03/2023 are attached herewith for perusal, approval and adoption by the members;
4. The Auditor of the Council has submitted a report on the accounts of the Council to the Committee of Administration for consideration. Auditor’s observation in their report and relative notes on the accounts are self explanatory and do not call for any further comments. The Committee of Administration has approved the Auditor’s Report and submitted for perusal and adoption by the General Body.

For & on behalf of the Committee of Administration of  
The Indian Silk Export Promotion Council

Sd/-

(T.S. Chadha)

(DIN No. 06821130)

**IMPORTANT NOTES:**

1. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend, and on a poll, vote instead of him/herself and a proxy need not be a member. Proxies in order to be effective must be sent so as to reach at the registered office of the company not less than 48 hours before the time for holding the meeting.
2. Members are requested to intimate to the company, any change in their address (es) at the registered office of the company.
3. Members intending to authorize their Representatives to attend the Meeting are requested to send a scanned "certified copy" of the board resolution (pdf/jpeg format) Authorizing their Representative to Attend and Vote on their behalf at the Meeting. The said Resolution / Authorization shall be sent to this Council by email through its registered email address to [roisepc@gmail.com](mailto:roisepc@gmail.com); with a copy marked to [isepch@gmail.com](mailto:isepch@gmail.com);

**DRAFT RESOLUTION FORMAT**

(On a letterhead of Corporate Member)

"RESOLVED THAT pursuant to the provision of Section 113 and all other applicable provisions, if any, of the Companies Act, 2013, Shri..... or failing him/her, Shri..... be and is hereby authorized to act as the representative of (Name of Corporate member) to attend the 40<sup>th</sup> AGM of ISEPC to be held on 26.09.2023 from 12:00 Noon onwards at Hotel Eros (Empress of China), Nehru Place, New Delhi- 110019.

"RESOLVED FURTHER THAT the aforesaid representative of the Company, be and is hereby authorized to vote for and on behalf of the Company on any of the Resolutions as stated in the Notice of the 40<sup>th</sup> Annual General Meeting of ISEPC or at any such adjournment thereof, as may be deemed fit, proper and necessary." The aforesaid RESOLUTION SHALL PREFERABLY BE SIGNED BY SUCH DIRECTOR whose specimen signature has been lodged with the company.

In terms of the provisions of the Companies Act, 2013, the representative of Corporate Member without proper authorizations, such as Board Resolution or Power of Attorney, shall not be permitted to attend and / or vote at the meeting or his presence in the meeting or voting for any resolution shall not be considered valid

4. Members seeking any information with regard to the accounts or any matter to be placed at the AGM, are requested to write to the Council on or before 22<sup>nd</sup> September 2023 through email on [roisepc@gmail.com](mailto:roisepc@gmail.com). The same will be replied by the Council suitably. Documents referred to in this Notice will be made available for inspection as per applicable statutory requirements;
5. The AGM Meeting shall be deemed to be held at the Registered Office of The Indian Silk Export Promotion Council at in Delhi/NCR.
6. The Location of the meeting venue is attached to this Notice;
7. Members can send their requests, if any, to [roisepc@gmail.com](mailto:roisepc@gmail.com) & [isepch@gmail.com](mailto:isepch@gmail.com);
8. Members are advised to notify, if any, change in their address, along with pin code number, mobile number of authorized representative and email IDs;

For & on behalf of the Committee of Administration of  
The Indian Silk Export Promotion Council

Sd/-

(T.S. Chadha)

(DIN No. 06821130)

Officiating Executive Director, ISEPC

Issued under authority conferred by the COA

**Copy for information & reference:**

1. Statutory Auditors – ISEPC;
2. All concerned;
3. All Departments;

