

## NOTICE OF AGM

**NOTICE** is hereby given that the 12<sup>th</sup> (Twelfth) Annual General Meeting of the members of **Enviro Infra Engineers Limited** will be held on 23<sup>rd</sup> September, 2022 at 12 Noon through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM"):

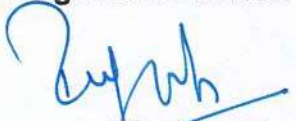
### ORDINARY BUSINESS

#### 1. To consider and adopt:

- a) The Audited Financial Statements of the Company for the Financial Year ended March 31, 2022 and the Reports of the Board of Directors and Auditors thereon, and
  - b) The Audited Consolidated Financial Statements of the Company for the Financial Year ended March 31, 2022 and the Report of the Auditors thereon.
2. To appoint a director in place of Mr. Sanjay Jain (DIN: 02575734), who retires by rotation and being eligible, offers himself for re-appointment.
  3. To appoint a director in place of Mr. Manish Jain (DIN: 02671522), who retires by rotation and being eligible, offers himself for re-appointment

For and on behalf of the Board of Directors of  
**Enviro Infra Engineers Limited**



  
**Piyush Jain**  
(Company Secretary)  
ACS 57000

Date: 21.09.2022  
Place: New Delhi

## NOTES:

1. The Ministry of Corporate Affairs ("MCA") has, vide its circular dated May 5, 2022, read together with circulars dated April 8, 2020, April 13, 2020, May 5, 2020, January 13, 2021, December 8, 2021 and December 14, 2021 (collectively referred to as "MCA Circulars"), permitted convening the Annual General Meeting ("AGM" / "Meeting") through Video Conferencing ("VC") or Other Audio Visual Means ("OAVM"), without physical presence of the members at a common venue. In accordance with the MCA Circulars and applicable provisions of the Companies Act, 2013 ("the Act") read with Rules made thereunder, the AGM of the Company is being held through VC / OAVM. The deemed venue for the AGM shall be the Registered Office of the Company.
2. Generally, 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 and the proxy need not be a member of the Company. Since this AGM is being held through VC / OAVM pursuant to the MCA Circulars, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence, the Proxy Form and Attendance Slip are not annexed hereto.
3. The Members are requested to notify changes, if any, in their Registered Address along with Pin Code Number to Company at its registered office.
4. Pursuant to Section 101 and Section 136 of the Companies Act, 2013 read with relevant Rules made there under, companies can serve Annual Reports and other communications through electronic mode to those Members who have registered their email address with the Company. Members who have not registered their email address with the Company can now register the same by submitting a duly filled-in 'E-communication Registration Form' attached herewith. Members of the Company who have registered their email address are also entitled to receive such communication in physical form, upon request.
5. Register of contracts with related party and contracts and body Corporate etc. in which Directors are interested under section 189 of the Companies Act, 2013, Register of Directors and Key Managerial Personnel and their shareholding under section 170 of the Companies Act, 2013. The aforesaid registers shall be kept open for inspection at the Annual General Meeting by any person attending the meeting.
6. Since the AGM will be held through VC / OAVM, the route map of the venue of the Meeting is not annexed hereto.
7. Re-appointment of Directors:

The brief resume and other information as required under Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Secretarial Standards on General Meetings (SS-2), in relation to the appointment/re-appointment of Directors is as under:



<b>Mr. Sanjay Jain</b>	
DIN	02575734
Designation	Chairman and Whole Time Director
Date of first appointment on the Board	19.06.2009
Qualifications	B.E. (Chemical Engineering)
Experience / Expertise in Functional Areas (Brief Resume)	With a work experience of more than 26 years, Mr. Jain contributes to the design, construction, procurement, inspection and manufacturing of water, wastewater, sewage treatment plant and machinery, as well as its operation and maintenance. His key skills consist of Tendering, Designing, Purchases and Business Development, which are definitely an asset to the company.
Relationships between directors of the Company	Brother of Mr. Manish Jain, Managing Director of the Company and husband of Mrs. Ritu Jain, Non – Executive Director of the Company
Names of listed entities in which the person also holds the directorship and the membership of Committees of the board	Enviro Infra Engineers Limited <ul style="list-style-type: none"> <li>- Corporate Social Responsibility, Chairman</li> <li>- Stakeholders Relationship Committee, Member</li> <li>- Finance Committee, Chairman</li> <li>- Tender Procurement Committee, Chairman</li> </ul>
Re-appointment consequent retiring by rotation	Re-appointment consequent retiring by rotation

<b>Mr. Manish Jain</b>	
DIN	02671522
Designation	Managing Director
Date of first appointment on the Board	19.06.2009
Qualifications	B.Tech(Chemical Engineering)
Experience / Expertise in Functional Areas (Brief Resume)	Working for more than 24 years, Mr. Manish's area of expertise includes design, construction, procurement, inspection and manufacturing of water, wastewater, sewage treatment plant and machinery, as well as its operation and maintenance. Mr. Jain is well-versed with the company operations, including Execution, O&M, Finance and Business Development.
Relationships between directors of the Company	Brother of Mr. Sanjay Jain, Whole Time Director of the Company
Names of listed entities in which the person also holds the directorship and the membership of Committees of the board	Enviro Infra Engineers Limited <ul style="list-style-type: none"> <li>- Audit Committee, Member</li> <li>- Finance Committee, Member</li> <li>- Tender Procurement Committee, Member</li> </ul>
Re-appointment consequent retiring by rotation	Re-appointment consequent retiring by rotation

