

**Notice**

Notice is hereby given that the Twenty Sixth Annual General Meeting of the Members of Reliance Utilities And Power Private Limited will be held on Friday, September 30, 2016, at 03.00 p.m., at the Registered Office of the Company at CPP Control Room, Village Padana, Taluka Lalpur, District Jamnagar - 361 280, Gujarat, to transact the following businesses:

**Ordinary Business**

1. To consider and adopt the audited financial statement of the Company for the financial year ended March 31, 2016, the reports of the Board of Directors and Auditors thereon and in this regard, pass the following resolution as an **Ordinary Resolution**:

“RESOLVED THAT the audited financial statement of the Company for the financial year ended March 31, 2016 and the reports of the Board of Directors and Auditors thereon laid before this meeting, be and are hereby considered and adopted.”

2. To appoint Auditors and to fix their remuneration and in this regard to consider and, if thought fit, to pass, with or without modification(s), the following resolution as an **Ordinary Resolution**:

“RESOLVED THAT M/s. Chaturvedi & Shah, Chartered Accountants, (Registration No. 101720W) be and is hereby appointed as Statutory Auditors of the Company, to hold office from the conclusion of this Annual General Meeting till the conclusion of the next Annual General Meeting of the Company at such remuneration as shall be fixed by the Board of Directors of the Company.”

**By order of the Board of Directors**

**Sd/-**

**Satish Parikh  
(Director)  
DIN: 00094560**

Date : September 2, 2016  
Place : Mumbai

Registered Office: CPP Control Room,  
Village Padana, Taluka Lalpur,  
District Jamnagar – 361 280,  
Gujarat

**Notes:**

1. A member entitled to attend and vote at the Annual General Meeting (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. The instrument appointing proxy should, however, be deposited at the Registered Office of the Company at any time before the commencement of the Meeting.

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 rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.

2. Members / Proxies should bring their Attendance Slip duly filled in for attending the Meeting.
3. None of the Directors / Key Managerial Personnel / their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at Item No. 2 of the Notice which relates to appointment of Auditors of the Company.
4. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote.
5. Corporate members intending to send their authorised representatives to attend the Meeting are requested to send to the Company a certified copy of the Board Resolution authorising their representative to attend and vote on their behalf at the Meeting.
6. Relevant documents referred to in the accompanying Notice are open for inspection by the members at the Registered Office of the Company on all working days, except Saturdays, during business hours up to the date of the Meeting.
7. The route map of the AGM venue is annexed to this Notice. The prominent landmark for the venue is Reliance Refinery, Jamnagar.
8. The Company’s Debenture Trustee is Axis Trustee Services Limited having its office at Axis House, 2<sup>nd</sup> Floor, Bombay Dyeing Mills Compound, Pandurang Budhkar Marg, Worli, Mumbai – 400 025; Tel: 91-22– 2425 5215/5216; Fax: 91-22- 4325 3000; and email: [debenturetrustee@axistrustee.com](mailto:debenturetrustee@axistrustee.com)

### Meetings of Board and Committee

Four meetings of the Board of Directors, Four meetings of the Audit Committee, One meeting of Nomination and Remuneration Committee and One meeting of Corporate Social Responsibility Committee of the Board of Directors of the Company were held during the year.

Dates of Board Meetings / Committee meetings held during the financial year 2015-2016:

Sr. No.	Board Meeting	Audit Committee Meeting	Nomination and Remuneration Committee	Corporate Social Responsibility Committee
1.	28.05.2015	28.05.2015	28.05.2015	-
2.	-	-	-	28.08.2015
3.	23.09.2015	23.09.2015	-	-
4.	06.11.2015	06.11.2015	06.11.2015	-
5.	22.02.2016	22.02.2016	-	-

Attendance of Directors at Board Meetings / Committee meetings during the financial year 2015-2016:

	Attendance at meetings during the financial year 2015-2016			
	Board	Audit Committee	Nomination and Remuneration Committee	Corporate Social Responsibility Committee
Shri K. P. Nanavaty	4	4	2	1
Shri Satish Parikh	4	4	2	1
Shri V. K. Gandhi	1	1	1	-
Ms. Geeta Fulwadaya	1	N.A.	N.A.	N.A.

N.A. Not a member of the Committee



# Reliance

Utilities And Power Private Limited  
CIN: U40100GJ1991PTC051130

## Route Map to Meeting venue

