

Date : 18/12/2020

Corporate Relationship Department  
BSE Limited  
Phiroze Jeejeebhoy Towers  
Dalal Street, Fort  
Mumbai – 400 001.

Dear Sir,

**Sub: Summary of proceedings 37<sup>th</sup> Annual General Meeting - Company Code no. 512589**

We submit the Summary of proceedings of the 37<sup>th</sup> Annual General Meeting held on 18<sup>th</sup> December, 2020 as required by SEBI (LODR) provisions as under :-

37<sup>th</sup> Annual General Meeting of the Members of the Company was held on Friday, the 18<sup>th</sup> December, 2020 at 09:30 AM at 415-416, Arun Chambers, Tardeo Road, Mumbai – 400 034 to transact the business mentioned in the notice of the Annual General Meeting dated 12/11/2020.

Mr. Ashok Tulsyan Chaired the meeting. The requisite quorum being present, the Chairman called the meeting in order. The chairman made a brief presentation on the company's business performance during the financial year 2019-20. Thereafter the Auditors report and the Secretarial Audit Report were read. The chairman requested the member present to ask questions or seek clarification on company's working. The chairman then responded to the queries raised.

As required by the provisions of the Companies Act, 2013 and the Listing Agreement with the exchange facility of voting through electronic means on all proposals contained in the notice of Annual General Meeting dated 12<sup>th</sup> November, 2020 was provided to the members between 15<sup>th</sup> December, 2020 to 17<sup>th</sup> December 2020. The facility of ballot paper voting was provided at the AGM.

The following items of business as mentioned in the Notice of Annual General Meeting were transacted :-

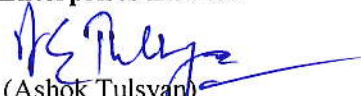
1. To consider and adopt Audited financial statements, report of the Directors and Auditors.
2. To appoint Ms. Sneha Tulsyan, who retires by rotation, as Director.

The meeting concluded at 11:00 AM. The Company has appointed Mr. Vijay Kumar Mishra as Scrutinizer to scrutinize the e-voting and ballot voting. The results of voting shall be declared and submitted with the exchange after receipt of report by the Scrutinizer. The Voting Results, in the prescribed format in terms of Regulation 44(3) of the Regulations, shall be submitted separately.

Thanking you,



Yours faithfully,  
For Sita Enterprises Limited

  
(Ashok Tulsyan)  
Whole Time Director