



Assessment Process Transforms Systems  
ISO 9001:2015



Standards Accreditation Council for  
Assessment Services Providers

## INCAP LIMITED

# 1-58, NIDAMANUR, Phones : 91-866-2842571, 2842479  
VIJAYAWADA - 521 104.  
ANDHRA PRADESH  
INDIA  
E-mail : [vjwincap@hotmail.com](mailto:vjwincap@hotmail.com)  
[www.incaplimited.in](http://www.incaplimited.in) CIN L32101AP1990PLC011311

06<sup>th</sup> April, 2024

Scrip Code No. : 517370

To

The Corporate Relations Department,  
BSE Limited,  
P.J. Towers, Dalal St.,  
MUMBAI – 400 001.

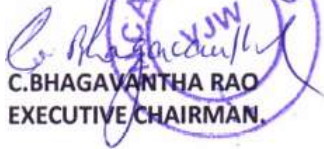
Dear Sir,

Sub : Submission of proceedings of 33<sup>rd</sup> Annual General Meeting.

Ref : Refer Exchange Email Dated 06.04.2024 Regulation 30(6) read with schedule III of SEBI (LODR) Regulation, 2015.

As per Regulation 30 read with Part A of Schedule III of the SEBI (LODR) Regulations, 2015, please find enclosed proceedings of 33<sup>rd</sup> Annual General Meeting held on 30<sup>th</sup> September, 2023 (Saturday) at 12.00 Noon.

Thanking you,  
Yours faithfully,  
For INCAP LIMITED

  
C.BHAGAVANTHA RAO  
EXECUTIVE CHAIRMAN.

Encl : As above.



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### REPORT OF 33<sup>rd</sup> ANNUAL GENERAL MEETING OF THE MEMBERS OF INCAP LIMITED HELD ON SATURDAY, 30<sup>TH</sup> SEPTEMBER, 2023 AT 12.00 NOON AT THE REGISTERED OFFICE OF THE COMPANY SITUATED AT 1-58, NIDAMANUR, VIJAYAWADA – 521104, NTR DISTRICT, ANDHRA PRADESH.

#### Present :

Sri Challagulla Bhagavantha Rao	-	Executive Chairman
Smt Challagulla Neelima	-	Managing Director
Sri C Rakesh	-	Independent Director
Sri P Ram Rao	-	Director
Smt P Himabindu	-	Director
Sri A Ramesh	-	Company Secretary
Sri HSY Sarma	-	Statutory Auditors
Sri B L Chandrasekhara Sarma	-	Scrutiniser

The Total number of Shareholder as on cutoff date (22.09.2023) is 2908.

The meeting commenced at 12.00 Noon and concluded at 01:15 P.M. (upon closure of e voting) Sri A Ramesh, Company Secretary, welcomed the Directors, Members, Auditors and Scrutiniser to the meeting.

Sri Challagulla Bhagavantha Rao, Executive Chairman chaired the meeting, ascertained that the requisite quorum was present, and called the meeting to order.

The Chairman further stated that the Register of Directors and Key Managerial personnel and their shareholding, Register of Contracts with Related party and Contracts and Bodies etc., in which Directors are interested, and other documents contained in the Notice of 33<sup>rd</sup> Annual General Meeting were available for inspection of the members.

The Company Secretary state that the Notice of the 33<sup>rd</sup> Annual General Meeting had been circulated to shareholders (as per the list of shareholder on 25<sup>th</sup> August, 2023) either by E-Mail or by Registered Book Post. Further, Shareholder who had requested for physical copies of the Annual Report were sent copies.

With concurrence of the members present, the notice convening 33<sup>rd</sup> AGM of the company was taken as read.

On the request of the Chairman, the Company Secretary read out the Auditors' Report.

The Company Secretary briefed that the as per the provisions of the Companies Act, 2013 and Rules made thereunder and Regulation 44 of the SEBI (LODR) Regulations, 2015, the company had provided e-voting facility to all the shareholders to exercise their votes on all proposed resolutions set out in the Notice 24<sup>th</sup> May, 2023. The e-voting commenced at 9.00 A.M. on 27<sup>th</sup> September, 2023 and ended at 5.00 P.M. on 29<sup>th</sup> September, 2023. As per the provisions of the Companies Act, 2013 all resolutions



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proposed in the 33<sup>rd</sup> AGM Notice dated 24<sup>th</sup> May, 2023 will be decided through poll only and not by show of hands.

Further the Company Secretary informed that shareholders as on the cutoff date (i.e. on 22<sup>nd</sup> September, 2023), who have not exercised their vote through e-voting platform, can participate in the poll to be ordered by the Chairman Sri Challagulla Bhagavantha Rao, Practicing Company Secretary is appointed as Scrutinizer for this purpose. He will consolidate all the votes cast through poll, and through e-voting, and submit the report to the Chairman, who will declare the result thereof.

The following resolutions were set out in the Notice convening the AGM and were put to vote by remote e-voting and poll during the AGM.

S.No.	Details of the Agenda	Resolution (Ordinary / Special)
1.	Adopt the Audited Accounts	Ordinary
2.	Re-Appointment of Director Smt. P.Himabindu	Ordinary
3.	To Declare Dividend	Ordinary
4.	Appointment of Auditors M/s. Umamaheswara Rao & Co.	Special
5.	Re-Appointment of Director Sri C.Bhagavantha Rao	Special
6.	Re-Appointment of Director Smt C.Neelima	Special

The Chairman invited observations, comments, questions, if any from the members on the financial statements for the financial year ended 31<sup>st</sup> March, 2023.

As there were no questions from the members, the Chairman requested the members to propose and second the resolutions, one by one, as set out in the AGM Notice.

The Company Secretary read out the proposed resolutions, and members present at the meeting proposed and seconded the proposed resolutions.

After that the Chairman ordered for poll on all the resolutions as set out in the Notice of 33<sup>rd</sup> AGM, and requested the Company Secretary to distribute Poll Forms to the eligible members to exercise their votes.

After the polling was over, the Chairman requested Sri B.L.Chandrasekhara Sarma, Scrutiniser, to taken over the Ballot Box and submit the combined report (E-Voting, and Poll).

The Chairman informed that, after receipt of the Scrutinizer's Report, he will declare results of the resolutions and the same will be uploaded to Company website ([www.incaplimited.in](http://www.incaplimited.in)) and intimated to BSE Ltd, Stock Exchange.

The Meeting concluded at 1.15 P.M.



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The Chairman authorised Mr. A.Ramesh, Company Secretary to intimate BSE Ltd., and Registrar of Companies about the proceedings of the meeting.

There being no other business, the Chairman declared conclusion of the 33<sup>rd</sup> Annual General Meeting.

Thanking you,  
Yours faithfully,  
For **INCAP LIMITED**

  
**C.BHAGAVANTHA RAO**  
EXECUTIVE CHAIRMAN.