

## Showrooms

### Patna

- Bailey Road
- Patna City
- Raza Bazar
- Muradpur
- Kankarbagh
- Anisabad
- Dot Zip
- Boring Road
- Zero Mile

 **LG**  
Best Shop

 **SAMSUNG**  
Plaza

**SONY**<sup>®</sup>  
Centre

### Gaya

- Swarajpuri Road

### Muzaffarpur

- Club Road

### Bhagalpur

- Tilkamanjhi

### Darbhanga

- IT Golambar

### Begusarai

- HH Mahadeo Chowk, NH-31

### Purnia

- Line Bazar, Main Road, Near SBI

### Siwan

- Babunia More

### Biharsharif

- Kazi Muhalla, Ranchi Road

### Aurangabad

- M.G. Road, Phoolheet Market

August 17, 2017

**BSE Limited**

Phiroze Jeejeebhoy Towers  
Dalal Street,  
Mumbai-400 001

**SCRIP Code: 540205**

**Sub:- Appointment of Secretarial Auditor and Internal Auditor for  
Financial Year 2017-2018**

Dear Sir(s),

Pursuant to Schedule III Part A Para A (7) read with Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, it is informed that the meeting of the Board of Directors of the Company was held today, inter-alia to approve the following:

- Appointment of M/s K E & Co, Practicing Companies Secretaries as the Secretarial Auditor of the Company for the Financial Year 2017-2018 to conduct the Secretarial Audit of the Company;
- Appointment of M/s R.P. SACHAN & ASSOCIATES, Chartered Accountants as the Internal Auditor of the Company for the Financial Year 2017-2018 to conduct the Internal Audit of the Company.

The detailed Profile of both the Secretarial Auditor and Internal Auditor has been annexed herewith.

This is for your information and record.

Thanking you,

Yours faithfully,  
**For Aditya Vision Limited**

For Aditya Vision Limited

  
Company Secretary

**Akanksha Arya**  
Company Secretary



**EktaKumari**

**Practicing Company Secretary**

DC-6, P.C. Colony, Kankarbagh, Patna-800020 [Bihar]

919534719910

[csekta0508@gmail.com](mailto:csekta0508@gmail.com)

### **Profile Summary**

- An accomplished and performance-driven professional with insightful experience in Company Secretarial functions in medium sized enterprises.
- Competent and efficient in Regulatory Compliances, Secretarial Compliance, Corporate Advisory Services, Corporate Regulatory Compliances, Capital Market & Securities Law, Mergers & Acquisitions, Registrations and Licensing, Intellectual Property Rights, Corporate Litigation, Taxation and Registration.
- Deliver quality service to clients, understating their business and goals and addressing their problems. Key offerings include incorporation of Companies - Public, Private, Non Profit Companies, LLP and NGOs, Preparing documentation and liaising with government departments, Corporate Governance Report NPO / NGO governing laws, obtaining regulatory approvals from the Government, providing secretarial and Industrial Assistance, giving legal advices, handling management work of the Company, Drafting and Preparation of Agenda, Notices, Minutes Books etc., Active role in finalization, Preparation and Maintenance of Statutory Registers, Various forms and other documents as required under Companies Act, Preparation of Annual Report, Annual Returns and other related documents, Preparation of Company Law Compliance Certificate, Preparation of Search Report, Incorporation, formation and conversion of Company
- Associated with competent and proficient Company Secretaries, Chartered Accountants, Cost Accountants and Advocates and having a team of talented trainees.
- Core strength and connection to help clients develop new business, manage them effectively. Our guidance and support remain with the client at all stages of his business, from registration to meeting all the statutory norms and emerging to highly developed entity. We understand the need and all the statutory and legal norms which entity need to accomplish at all its level.

## SCOPE OF SERVICES

### Secretarial Audit/ Due Diligence Audit/ Corporate Governance Compliance Certificate Services

- ⇒ **Secretarial Audit/ Secretarial Compliance Certificate** for public and private limited companies including domestic and Multinational Corporate Houses.
- ⇒ **Due Diligence Advisory Services** of the corporate to ensure secretarial/ legal compliances including due diligence, audit for merger, amalgamation and takeover, private equity participation and brought out deals.
- ⇒ **Corporate Governance Compliance & Certification Services** to the undertakings, ensuring that they meet the listing agreement norms.
- ⇒ **Corporate Social Responsibility and Compliance Certification Services** to all the undertakings including domestic and multinational corporate houses.

### E-Filing&Annual Filing

- ⇒ **Filing of Annual Return and various e-forms on MCA-21-** All the corporates need to comply with the annual compliance of filing annual return to Registrar of Companies. We intimate companies about the due date of annual filing and Filing their annual returns.



## Intellectual Property Right Advisory Services

- ⇒ **Trademark Advisory Services-** Public search of trademark, filing trademark application, trademark renewal and dealing with trademark objections.
- ⇒ **Copyright Services-** Document preparation and filing copyright application

## Other Offerings

- ⇒ Setup and incorporation of the organization
- ⇒ Compliance related to directors and shareholders
- ⇒ Compliance related to charges
- ⇒ Establishment of registered office/branch office
- ⇒ Maintenance of Statutory Registers and records
- ⇒ Fund arrangement and management
- ⇒ Business Licences
- ⇒ Project Report Preparation
- ⇒ Advisory Services

## Proprietor's Profile

### Professional Qualification:

- Passed Professional Programme (Module I & II) from ICSI in June 2014.
- Passed Professional Programme (Module III & IV) from ICSI in June 2013.
- Passed CS (Executive Programme) from ICSI in June 2012.
- Passed CS (Foundation Programme) from ICSI in June 2011.

**Internship:**

- ❖ Worked in **Bihar State Power (Holding) Company Limited**, Patna as a Management Trainee for 4 months, since April 10, 2014 to August 1, 2014.
- ❖ Worked with **M/s. S. Kumar & Associates**, Practicing Company Secretaries, Ex- Chairman of Patna Chapter, Patna as a Trainee, since November 5, 2014 to November 5, 2015.
- ❖ Undergone 15 days Practical Training with **M/s. S. Kumar & Associates**, Practicing Company Secretaries, Patna, since November 21, 2015 to December 8, 2015.

**Key Assignments Handled:**

During my tenure with the Company and firm, I have been exposed to following aspects of Company Secretary Profession

- ❖ Administration & Management work of the Company,
- ❖ Drafting and Preparation of Agenda, Notices, Minutes Books etc.,
- ❖ Active role in finalization, Preparation and Maintenance of Statutory Registers, Various forms and other documents as required under Companies Act,
- ❖ Preparation of Annual Report, Annual Returns and other related documents.
- ❖ Preparation of Company Law Compliance Certificate,
- ❖ Preparation of Search Report,
- ❖ Incorporation, formation and conversion of Company,
- ❖ Operating MCA 21 Portal, uploading and filling various forms through e-filing process
- ❖ Assisted in conducting Secretarial Audit and in preparation of form Mgt 8

**Educational Qualification:**

University/ Boards	Institution & Qualification	Year of Qualification	Major Subjects	Percentage
Nalanda Open University	M.Com (Second Year)	2015-2016	Corporate Tax Planning and Management, Corporate Legal Framework, Research	Pursuing

			Methodology, Strategic Management, Security Analysis & Portfolio Management	
Nalanda Open University	M.Com (First Year)	2014-2015	Accounting, Financial Management, Marketing Management, HRM, Managerial Economics	72.63%
Patna University	B.Com (H) from MagadhMahila College	2010-2013	Specialized Accounting, Tax, Cost Accounting, Business Maths & Statistics,	75.5%
C.B.S.E.	10+2 from D.A.V Public School B.S.E.B Colony	2010-2008	English, Business Studies, Accountancy, Economics, Mathematics	75%
I.C.S.E	Matriculation from St. Karen's High School	2008	English, Hindi, History Civics & Geography, Mathematics, Science, Computer Applications	85.2%

#### **Awards & Achievements:**

- ❖ Ranked 2<sup>nd</sup> in 4<sup>th</sup> Sardar Patel Inter School Athletic Championship.
- ❖ Ranked 2<sup>nd</sup> in Annual Sports Day in the academic year 2005-06
- ❖ Ranked 3<sup>rd</sup> in Annual Sports Day in the academic year 2006-07.
- ❖ Best Project Presentation at 3<sup>rd</sup> Student Induction Programme organized by Patna Chapter
- ❖ Best Group Discussion at 3<sup>rd</sup> Student Induction Programme organized by Patna Chapter
- ❖ Best Project Presentation at 5<sup>th</sup> Executive Development Programme organized by Patna Chapter
- ❖ Best Power Point Presentation at 28<sup>th</sup> Management Skill Orientation Programme organized by Noida Chapter

#### **Biographical Data:**

- ❖ Date of Birth : 05th August, 1992
- ❖ Language Known : Read, speak and write English and Hindi

## PROFILE

- 01** Name of the Audit firm : R.P. SACHAN & ASSOCIATES
- 02** Date of Establishment : 27.02.1987
- 03** RBI Unique Firm Code No. : 330727
- 04** Category of Firm as on 31.03.2016 : II  
(As per RBI Panel of Statutory Audit)
- 05** Registration No. of firm with ICAI : 03477C
- 06** PAN No. of firm : AASFR2140Q
- 07** Address (Head office) : 111-A/402-A, KHANDUJA BHAWAN,  
1<sup>ST</sup> FLOOR, ASHOK NAGAR,  
80FEET ROAD, KANPUR- 208012  
**BRANCH** - 90-A, MATRU MOHAL,  
SADAR CANTT, LUCKNOW-226002
- 08** Phone & mobile number of H.O. : +917275044443
- 09** Fax No.& E-mail : auditconcurrent@gmail.com

**10** Details :

Name of branch	Name of Branch Head	Address	Phone / mobile No.
R.P. SACHAN & ASSOCIATES	CA VIJAY KUMAR JAIN	C/O SHRI. VIVEK AGARWAL,90-A MATRU MOHAL,SADAR CANTT,LUCKNOW 226602	+918303031536

**11** Constitution (Individual/Proprietorship/ Partnership): **PARTNERSHIP**

(Copy of deed & Copy of constitution Certificate issued by the ICAI certifying the constitution of the firm & branches as on 01/01/2016 to be enclosed). If there is any change after 01/01/2016, latest certificates & latest partnership deed may be submitted

**12.** Particulars of individual/proprietor/partners:

S.No.	Name	Age	ICAI Membership No.	Whether passed DISA* / CISA (Xerox copies of the certificates to be enclosed)	Whether FCA or ACA
1)	CA R.P. SACHAN		072504	NO	FCA
2)	CA VIJAY KUMAR		071780	NO	FCA
3)	JAIN		412172	NO	ACA
4)	SURUCHI GOYAL		412729	NO	ACA

**13) Past Experience of Important Bank Assignment (Experience of Firm only to be mentioned. Separate experience of partners with any other firm is not to be mentioned) -**

Experience of Statutory Audit of Nationalized Banks:

Name of bank	Name of branch	Year
STATE BANK OF INDIA	KANPUR	1988-1992
UNION BANK OF INDIA	KANPUR	1998-2002
BANK OF INDIA	KANPUR	1993-1997 & 2008-2011
SYNDICATE BANK	KANPUR	2003-2007 2011-2014
PUNJAB NATIONAL BANK	MORADABAD	2015-2016

**14. Experience of Concurrent Audit of Nationalised Banks:**

Name of the Bank & Branches	No. of years	Period
ALLAHABAD BANK (NIYAMATPUR)	1	<b>01.10.2014 - 30.09.2015</b>
GRAMIN BANK OF ARYAVART INDERGARH, KASAWA	2	<b>01.10.2014-30.09.2016</b>

**15. Infrastructure**

Audit staff	8
Other office staff	2
Computer with internet	6
Telephones	3

**16.** Whether the firm or any partner have ever been debarred / depanelled by ICAI/RBI/our bank/any other bank. If yes, details to be mentioned : NO

**17.** Any other details: The Firm since 1987 has gained a rich experience in various field of Statutory Audit/Internal Audit of Limited/Private Limited Companies, Government Corporations, NBFC'S, Co- operative Societies and Partnership Firms. The Firm has also handled the certification work of companies.