

JAGAT TRADING ENTERPRISES LIMITED

REGISTERED OFFICE: 208, MAGNUM HOUSE II, KARAMPURA COMMUNITY CENTRE,
NEW DELHI-110015

CIN: L74999DL1982PLC014411

Email: jagattradingenterpriseslimited@gmail.com

NOTICE

NOTICE is hereby given that the 39th ANNUAL GENERAL MEETING of the Members of M/s. JAGAT TRADING ENTERPRISES LIMITED will be held on Friday, the 16th September 2022 at 11.30 AM at the Registered Office of the Company at 208, Magnum House II, Karampura Community Centre, New Delhi 110015, to transact the following business:

ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended 31st March 2022 together with Report of the Director's & Auditor's thereon.
2. To appoint a Director in place of Shri Keshav Garg (DIN No: 08500783), who retires by rotation at the ensuing Annual general Meeting and being eligible offers himself for reappointment as such as per the provisions of Section 152 (6) of Companies Act, 2013.
3. To Appoint the Statutory Auditors to hold office for a period of 5 Consecutive year and fix their remuneration.

"RESOLVED THAT pursuant to the provisions of Section 139 and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification, amendment or enactment thereof, for the time being in force), M/s. Chaturvedi & Co., Chartered Accountants, New Delhi (Firm Registration No.: 104744W) be and are hereby appointed as Statutory Auditor of the Company for a period of 5 Consecutive years to hold the office from the conclusion of the 39th Annual General Meeting until the conclusion of the 43th Annual General Meeting of the Company to be held in the year 2027, subject to approval from members at such remuneration applicable taxes in connection with the Audit as may be mutually agreed between the Board of Directors of the Company and the Auditors.

By Order of the Board of Directors



Nirmal Kumar Taparia
Company Secretary
M. No: 14371

Date - 30/05/2022
Place - New Delhi

NOTES:

1. A member who is entitled to attend and vote at the meeting at the Annual General Meeting is also entitled to appoint a proxy to attend and vote at the meeting instead of him-self / her-self and the Proxy need not be a member of the Company.
2. Proxy form duly filled, stamped and signed and must be reached / lodge with the company at its Registered Office at least 48 hours before the commencement of the AGM.
3. A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than 10% of the total Share Capital of the Company carrying voting rights. A member holding more than 10% 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.
4. In case of Joint Holders attending the meeting, the members whose name appears as the first holder in the order of names as per the register of members of the company will be entitled to vote.
5. Pursuant to the changes introduced by the Finance Act 2020, w.e.f. April 1, 2020, the Company would be required to deduct tax at source (TDS) at the prescribed rates on the dividend paid to its shareholders, if any. The TDS rate would vary depending on the residential status of the shareholder and the documents submitted by them and accepted by the Company. Accordingly, the above referred Dividend if any will be paid after deducting TDS. The members can visit the website of the Company. The shareholders are requested to update their PAN with the RTA (shares held in physical mode) and with depositories (shares held in demat mode).
6. The Register of Members and Share Transfer Book of the Company will remain closed from Friday the 09th September 2022 to Friday the 16th September 2022 (both days inclusive) in terms of Section 91 of the Companies Act, 2013.
7. Members, Proxies and Authorised Representatives are requested to bring to the meeting, the attendance slip enclosed herewith, duly completed and signed, mentioning therein details of their DP ID and Client ID/Folio No. along with their copy of Annual Report.

8. Shareholders should inform the Company of any change in their registered address, Bank details, PAN and e-mail ID's. The members can send their email quoting their folio no, Name, Address and Number of Shares to jagatradingleterpriseslimited@gmail.com for registration, to receiving all communication from the company electronically. Kindly visit the Company website www.jtel.co.in to get the update about company.
9. In compliance with the MCA Circulars and SEBI Circular of dated 9, 2020 on e-voting, Notice of the AGM along with the Annual Report 2021-22 is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company, RTA or CDSL / NSDL ("Depositories"). Members may note that the Notice and Annual Report 2021-22 will also be available on the Company's website www.jtel.co.in, websites of the Stock Exchanges i.e. MSEI at www.msei.in and on the website of CDSL at www.evotingindia.com. If any Member has requested for a physical copy who have not registered their e-mail addresses, physical copies are being sent by the permitted mode.
10. The Company has appointed Registrar and share Transfer Agent to M/s. Skyline Financial Services Pvt. Ltd, D-153A, 1st Floor, Okhla Industrial Area, Phase-1, New Delhi 110020, www.skylinerta.com
11. SEBI vide Notification dated 30-11-2018 has come out with SEBI (Listing Obligations and Disclosure Requirements) (fourth Amendment) Regulations, 2018 ("The New Regulations") to further amend the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. The New Regulations have inter alia amended the Regulation 40 of SEBI (LODR) Regulations, 2015 and as per amended Regulation 40, the requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository except in the cases of transmission or transposition of securities. In view of above amended Regulation, you are requested to open a de-mat account with a Depository.
12. **SEBI has, vide the Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021, mandated the furnishing of PAN, email address, mobile number, bank account details and nomination by holders of physical securities. Folios wherein any one of the cited document / details are not available on or after April 01, 2023, shall be frozen by the Registrars and Transfer Agent of the Company (RTA) and you will not be eligible to lodge grievance or avail service request from the RTA and not eligible for receipt of dividend in physical mode. Holders of Physical securities are requested to furnish the details immediately to RTA / STA. Demat account holders are requested to reach out to their respective DP.**
13. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their DP with whom they are maintaining their demat accounts. Members holding shares in Physical Form can submit their PAN to the Company / Skyline Financial Services Pvt. Ltd (RTA).
14. Members may note that Notice of the 39th Annual General Meeting of the Company, Annual Report, Attendance Slip, Proxy Form and e-voting instructions are also available on the Company Website i.e. www.jtel.co.in and CDSL at www.evotingindia.com
15. All the Material Documents, Resolutions, Memorandum and Articles of Association, Statutory Registers etc. are open for inspection to the members.
16. In accordance with the provisions of Section 108 of the Companies Act, 2013 read with Companies (Management and Administration) Rules, 2014, the shareholders may exercise their option through electronic voting system and the Company is providing the facility for voting by electronic means (e-voting) to all the members. The Company has engaged the services of **Central Depository Services (India) Limited (CDSL)** to provide e-voting facilities and enabling the members to cast their vote in a secured manner. It may be noted that this e-voting facility is optional. This facility will be available at the link www.evotingindia.com during the following period:
17. E-voting shall not be allowed beyond 5.00 P.M. September 15, 2022. During the e-voting period, the shareholders of the company, holding shares either in physical or dematerialised form as on cut - off date may cast their vote electronically. The cut - off date of e-voting period is **September 1, 2022**. The company has engaged the services for E Voting of Central Depository Services (India) Limited.
18. The procedure of E voting shall be as follow through e voting platform at www.evotingindia.com provided by Central Depository Services (India) Ltd., if you are first time user follows the steps given on website of the Company and CDSL. In case you have any query regarding e voting you may refer the FAQ and e voting manual available at www.evotingindia.com under the help section or write an email to helpdesk.evoting@cDSLindia.com
19. The Board of Director has appointed M/s SGS Associates LLP (Company Secretaries Firm) 1st Floor, 14, Rani Jhansi Road, New Delhi 110015 as Scrutinizer for conducting the e-voting process, Scrutinizer will submit the final report as soon as possible after the last date of receipt of e-voting bit not later than closing of the business hours on 19th September 2022.
20. That the facility for voting, either through electronic voting system or polling paper shall also be made available at the meeting and members attending the meeting who have not already cast their vote by remote e-voting shall be able to exercise their right at the meeting.
21. That the members who have cast their vote by remote-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.
22. **The details process and manner for remote e-voting are explained herein below using NSDL / CDSL e-Voting system.**

The Remote E- Voting Commence on September 12, 2022 at 10.00 AM and End of e-voting on September 15, 2022 at 5.00 PM

A) Login method for Individual shareholders holding securities in demat mode:

Login method for e-Voting and joining virtual meetings for Individual shareholders holding securities in demat mode in terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Type of shareholders Login Method Individual Shareholders holding securities in demat mode with NSDL:

If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <https://eservices.nsdl.com> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under "IDeAS" section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on options available against company name or e-Voting service provider - NSDL and you will be re-directed to NSDL e-Voting website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

If the user is not registered for IDeAS e-Services, option to register is available at <https://eservices.nsdl.com/> Select "Register Online for IDeAS" Portal or click at <https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp>, Upon successful registration, please follow the steps given above.

Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen-digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on options available against company name or e-Voting service provider - CDSL and you will be redirected to e-Voting website of CDSL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

Individual Shareholders holding securities in demat mode with CDSL:

Existing users who have opted for Easi/Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi/Easiest are <https://web.cdslindia.com/myeasi/home/login> or www.cdslindia.com, www.evotingindia.com and click on New System Myeasi.

After successful login of Easi/Easiest the user will be also able to see the e-Voting Menu. The Menu will have links of e-Voting service provider (ESP) i.e. CDSL portal. Click on CDSL to cast your vote.

If the user is not registered for Easi/Easiest, option to register is available at <https://web.cdslindia.com/myeasi/Registration/EasiRegistration>.

Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com, www.evotingindia.com home page. The system will authenticate the user by sending OTP on registered mobile number & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e., CDSL where the e-Voting is in progress.

Individual Shareholders (holding securities in demat mode) login through their depository participants.

You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility.

Once logged in, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature.

Click on options available against company name or e-Voting service provider-CDSL and you will be redirected to e-Voting website of CDSL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.

Login type

Individual Shareholders holding securities in demat mode with NSDL

Individual Shareholders holding securities in demat mode with CDSL
Members facing any technical issue in login can contact CDSL

Helpdesk details

Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30
www.evotingindia.com or helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022- 23058738 or 022-23058602, 23058738, 23023333, 23058542-43, Fax: 022-23002043, 1800225533, 9819037049, 9920383858.

B) Login Method for e-voting and joining virtual meeting for shareholders other than Individual shareholders holding securities in demat mode and Shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website:

Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.

A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen. Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

Your User ID details are given below:

Manner of holding shares i.e., Demat (NSDL or CDSL) or Physical Your User ID is:

For Members who hold shares in demat account with NSDL 8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.

For Members who hold shares in demat account with CDSL. 16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****.

For Members holding shares in Physical Form: EVEN Number followed by Folio Number registered with the company for example if folio number is 001*** and **EVEN is 220708006** then user ID is 220708006001***

C) Password details for shareholders other than Individual shareholders are given below:

If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.

If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password, you need to enter the 'initial password' and the system will force you to change your password.

How to retrieve your 'initial password':

If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digits client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.

If your email ID is not registered, please follow steps mentioned below in process for those shareholders whose email ids are not registered

If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:

Click on "Forgot User Details/Password?" (If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com, www.evotingindia.com

Physical User Reset Password? (If you are holding shares in physical mode) option available on www.evoting.nsdl.com, www.evotingindia.com

If you are still unable to get the password by aforesaid two options, you can send a request at helpdesk.evoting@cDSLindia.com, evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address etc.

Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.

After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.

Now, you will have to click on "Login" button.

After you click on the "Login" button, Home page of e-Voting will open.

How to cast your vote electronically on NSDL / CDSL e-Voting system?

After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.

Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting."

Now you are ready for e-Voting as the Voting page opens.

Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.

Upon confirmation, the message "Vote cast successfully" will be displayed.

You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.

Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for shareholders

Institutional Shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc., with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to sgsdel@gmail.com with a copy marked to helpdesk@evotingindia.com. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on helpdesk.evoting@cdslindia.com, www.evotingindia.com to reset the password. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of helpdesk.evoting@cdslindia.com, www.evotingindia.com or call on their toll free nos. or send a request at helpdesk@evotingindia.com, evoting@nsdl.co.in.

For registration of email id for obtaining Annual Report and user id/password for e-voting and updation of bank account mandate for receipt of dividend Registration of email id for Physical Holding Please get your email ID registered with Skyline Financial Services Pvt. Ltd (RTA) by clicking the link: www.skylinerta.com and follow the Registration process as guided therein or by them. You are requested to provide details such as Name, Folio Number, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card), mobile number and e mail id.

Permanent Registration for Demat shareholders Please contacts with your Depository Participant (DP) and register your email address details in your demat account, as per the process advised by your DP.

Temporary Registration for Demat shareholders, please get your email addresses registered with RTA and follow the registration process as guided therein. You are requested to provide details such as Name, DPID, Client ID (16 digits DPID + CLID or 16 digits beneficiary ID) PAN (self-attested scanned copy of PAN card), mobile number and e-mail id. (The data will be only used as referral data and will not be updated in the system). Kindly update your details with the respective DP for having the record permanently.

Note: Shareholders whose e-mail IDs are not registered may send an e-mail request to helpdesk.evoting@cdslindia.com for obtaining User ID and Password by providing the details mentioned above, alternatively may contact to RTA of the Company by clicking the link: <https://skylinerta.com>.

General guidelines for e Voting participation: Members who have not cast their vote on the resolutions through remote e-voting shall be eligible to vote through the e-voting system during the AGM by clicking the link, <https://www.evotingindia.com>. Institutional Shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc., with attested specimen signature of the duly authorized signatory(ies), to the Scrutinizer by e-mail to sgsdel@gmail.com with a copy marked to helpdesk.evoting@cdslindia.com for authorizing its representatives to attend the AGM

Details / Information at a glance of Annual General Meeting

- Time, day and date of AGM: 11.30 AM IST, Thursday, September 16, 2022
- Book closure date, September 9, 2022 to Friday, September 16, 2022
- Information of Audited Report, AGM Notice, I Tax (TDS) etc. Kindly Visit at www.jtel.co.in
- Cut-off date for e-voting Wednesday, September 1, 2022
- E-voting start time and date 10:00 a.m. IST, Monday, September 12, 2022
- E-voting end time and date 5:00 p.m. IST, Thursday, September 15, 2022
- E-voting website of CDSL <https://www.evotingindia.com>
- Name, address and contact details of e-voting service provider: CDSL, Central Depository Services India Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013, Tel : 022-23023333 Fax : 022-23002043 e-Voting Helpdesk Timings: Monday - Friday : 10:00 AM to 6.30 PM, Toll Free : 1800225533, If you have any queries or feedback regarding the e-Voting System you may mail us at helpdesk.evoting@cdslindia.com or contact Mr. Nitin Kunder (022-23058738) or Mr. Suraj Ramesh (022-23058543) or Mr. Rakesh Dalvi (022-23058542).
- Name, address and contact details of Registrar and Share Transfer Agent: M/s. Skyline Financial Services Pvf. Ltd, D-153A, 1st Floor, Okhla Industrial Area, Phase-1, New Delhi 110020, Ph: 011-26812682, www.skylinerta.com

By Order of the Board of Directors



Nirmal Kumar Tapparla
Company Secretary
M. No: 14371

Date - 30/05/2022
Place - New Delhi