

ARVEE LABORATORIES (INDIA) LIMITED

Registered Address: 403, Entice, Nr. Jayantilal Park BRTS, Iskcon-Bopal Road,
Ambli, Ahmedabad, Gujarat - 380058

compliance@arveelabs.com CIN: L24231GJ2012PLC068778

www.arveelabs.com, Tel: 91- 2717-430479

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NOTICE

Notice is hereby given that the 11th Annual General Meeting of the members of Arvee Laboratories (India) Limited will be held at on Thursday, 4th day of August, 2022 at 11:30 a.m. at the Registered Office of the Company situated at 403, Entice, Nr. Jayantilal Park BRTS, Iskcon-Bopal Road, Ambli, Ahmedabad, Gujarat - 380058 to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Balance Sheet as at 31st March, 2022 and Statement of Profit and Loss and Cash Flow Statement for the year ended on 31st March, 2022 and the Reports of the Board of Directors and Auditors thereon and documents annexed thereto.
2. To reappoint Mr. Shalin Bharatbhai Chokshi (having Director Identification Number: 00191903) a Director of the Company who retires by rotation and being eligible offers himself for re-appointment.

APPOINTMENT OF AUDITORS:

3. “RESOLVED THAT pursuant to the provisions of Section 139, 142 and other applicable provisions, if any, of the Companies Act, 2013 as amended from time to time or any other law for the time being in force (including any statutory modification or amendment thereto or reenactment thereof for the time being in force), as recommended by the Board of Directors of the Company, M/s. Nirav Patel & Associates, Chartered Accountants (FRN.: 129824W), Ahmedabad be and are hereby appointed as Statutory Auditors of the Company to hold office from the conclusion of annual general meeting for the year ended on 31st March, 2022 for a period of five years to conduct statutory audit of the company commencing from the financial year 2022 - 2023 on such remuneration as may be determined and recommended by the Audit Committee in consultation with the Auditors and duly approved by the Board of Directors of the Company.”

SPECIAL BUSINESS

4. To appoint statutory auditor of the Company and to fix their remuneration and if thought fit to pass with or without modification the following resolution as an Ordinary Resolution:

“RESOLVED THAT pursuant to the provisions of Section 139, 142 and other applicable provisions, if any, of the Companies Act, 2013 as amended from time to time or any other law for the time being in force (including any statutory modification or amendment thereto or reenactment thereof for the time being in force), as recommended by the Board of Directors of the company, M/s. Nirav Patel & Associates, Chartered Accountants (FRN.: 129824W) (New Auditor) Ahmedabad be and are hereby appointed as Statutory Auditors of the Company to fill the casual vacancy caused by the resignation of M/s. Jaimin Deliwala & Co., Chartered Accountants Ahmedabad.

RESOLVED FURTHER THAT M/s. Nirav Patel & Associates, Chartered Accountants, be and are hereby appointed as Statutory Auditors of the Company from this Annual General Meeting and that they shall hold the office of the Statutory Auditors of the Company from 27th June, 2022 till the conclusion of Annual General Meeting for the year 2022 as may be determined and recommended by the Audit Committee in consultation with the Auditors and duly approved by the Board of Directors of the Company.

5. To consider and if thought fit to pass with or without modification the following resolution as an Special Resolution for appointment of Mrs. Shalini Hitesh Jalan as an Independent Director :

“RESOLVED THAT, pursuant to the provision of Section 149, 150 and 152 and other applicable provision, if any, of the Companies Act, 2013 and rules made there under read with Schedule IV of the Companies Act, Mrs. Shalini Hitesh Jalan (DIN : 09620065) who was appointed as an Additional Director with effect from 26th May, 2022 under Section 161 of the Companies Act 2013 be and is hereby appointed as Independent Director of the Company to hold office for a term up to five consecutive years commencing from 26th May, 2022 and shall not be liable to retire by rotation”.

6. To consider and if thought fit to pass with or without modification the following resolution as an Special Resolution for re-appointment of Shalin Sudhakarbhai Patel as a Managing Director of the Company :

“RESOLVED THAT pursuant to the provisions of Sections 196, 197 and 198 read with Schedule V and other applicable provisions, if any, of the Companies Act, 2013 (hereinafter referred to as the “Act”) and the Rules framed thereunder, (including any statutory modifications or re-enactment thereof, for the time being in force) and the Articles of Association of the Company and subject to such other approvals as may be necessary, the

approval of the Members be and hereby accorded for the re-appointment and payment of the remuneration of Rs. 3.00 Lacs per month plus provident fund, leave encashment, bonus etc. not exceeding Rs. 1.00 lacs per month to Mr. Shalin Sudhakarbhai Patel (DIN: 01779902), Chairman and Managing Director, for a period of five years commencing from 4th December, 2022”;

RESOLVED FURTHER THAT the terms of remuneration as set out in the Explanatory Statement of this Resolution shall be deemed to form part hereof and in the event of any inadequacy or absence of profits in any financial year or years, the aforementioned remuneration comprising salary, perquisites and benefits approved herein be continued to be paid as minimum remuneration to the Managing Director, subject to such other approvals as may be necessary;

“RESOLVED FURTHER THAT the Board of Directors and the Nomination & Remuneration Committee be and is hereby authorized to vary such terms of appointment & remuneration specified above from time to time to the extent the Board of Directors may deem appropriate, provided that such variation, as the case may be, is within the limits specified under the relevant provisions of the Companies Act, 2013 and/or Schedule V of the Companies Act, 2013.

RESOLVED FURTHER THAT in the event in any financial year during the tenure of the Managing Director, the Company does not earn any profits or earns inadequate profits as contemplated under the provisions of Schedule V to the Companies Act, 2013, the Company may pay to the Managing Director, the above remuneration on the minimum remuneration by way of salary, Perquisites and Other terms & Conditions as specified above and subject to receipt of the requisite approvals, if any required.

RESOLVED FURTHER THAT the Board of Directors of the Company (including any Committee of Directors) be and is hereby authorized to vary and/or revise the remuneration of Mr. Shalin Sudhakarbhai Patel as Chairman and Managing Director within the overall limits under the Act and to do all such acts, deeds and things and execute all such documents, instruments as may be necessary”.

7. To consider and if thought fit to pass with or without modification the following resolution as an Special Resolution for re-appointment of Shalin Bharatbhai Chokshi, as a Whole Time Director of the Company :

“RESOLVED THAT pursuant to the provisions of Sections 196, 197 and 198 read with Schedule V and other applicable provisions, if any, of the Companies Act, 2013 (hereinafter referred to as the “Act”) and the Rules framed thereunder, (including any statutory modifications or re-enactment thereof, for the time being in force) and the Articles of Association of the Company and subject to such other approvals as may be necessary, the approval of the Members be and hereby accorded for the re-appointment and

payment of the remuneration of Rs. 3.00 Lacs per month plus provident fund, leave encashment, bonus etc. not exceeding Rs. 1.00 lacs per month to Mr. Shalin Bharatbhai Chokshi (DIN: 00191903), Whole Time Director, for a period of five years commencing from 4th December, 2022”;

“RESOLVED FURTHER THAT the Board of Directors and the Nomination & Remuneration Committee be and is hereby authorized to vary such terms of appointment & remuneration specified above from time to time to the extent the Board of Directors may deem appropriate, provided that such variation, as the case may be, is within the limits specified under the relevant provisions of the Companies Act, 2013 and/or Schedule V of the Companies Act, 2013.

RESOLVED FURTHER THAT the terms of remuneration as set out in the Explanatory Statement of this Resolution shall be deemed to form part hereof and in the event of any inadequacy or absence of profits in any financial year or years, the aforementioned remuneration comprising salary, perquisites and benefits approved herein be continued to be paid as minimum remuneration to the Whole Time Director, subject to such other approvals as may be necessary;

RESOLVED FURTHER THAT in the event in any financial year during the tenure of the Managing Director, the Company does not earn any profits or earns inadequate profits as contemplated under the provisions of Schedule V to the Companies Act, 2013, the Company may pay to the Managing Director, the above remuneration on the minimum remuneration by way of salary, Perquisites and Other terms & Conditions as specified above and subject to receipt of the requisite approvals, if any required.

RESOLVED FURTHER THAT the Board of Directors of the Company (including any Committee of Directors) be and is hereby authorized to vary and/or revise the remuneration of Mr. Shalin Bharatbhai Chokshi as Whole Time Director within the overall limits under the Act and to do all such acts, deeds and things and execute all such documents, instruments as may be necessary”

8. To consider and if thought fit to pass with or without modification the following resolution as an Special Resolution for appointment of Mr. Sachin Kanwarlal Kansal as an Independent Director :

“RESOLVED THAT, pursuant to the provision of Section 149, 150 and 152 and other applicable provision, if any, of the Companies Act, 2013 and rules made there under read with Schedule IV of the Companies Act, Mr. Sachin Kanwarlal Kansal (DIN : 03566139) who was appointed as an Additional Director with effect from 1st October, 2021 under Section 161 of the Companies Act 2013 be and is hereby appointed as Independent Director of the Company to hold office for a term up to five consecutive years

commencing from 1st October, 2021 and shall not be liable to retire by rotation”.

**FOR & ON BEHALF OF THE BOARD OF
ARVEE LABORATORIES (INDIA) LIMITED**

Place: Ahmedabad

Dated: 27th June, 2022

Sd/-

**MANAGING DIRECTOR
Shalin Sudhakarbhai Patel
[DIN: 01779902]**

Notes:

1. An Explanatory Statement pursuant to Section 102 (1) of the Companies Act, 2013 (hereinafter referred to as the “Act”), in respect of businesses to be transacted at the Annual General Meeting (hereinafter referred to as “AGM”), as set out under Item No(s). 4 to 8 above and the relevant details of the Directors as mentioned under Item No (s). 2 above as required by Regulations 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirement) Regulations, 2015 (hereinafter referred to as “Listing Regulations”) and as required under Secretarial Standards – 2 on General Meetings issued by the Institute of Company Secretaries of India, is annexed thereto.
2. A member entitled to attend and vote at the Annual General Meeting is entitled to appoint a proxy to attend and vote on a poll instead of himself /herself and the proxy need not be a member of the Company. The instrument appointing the proxy should, however, be deposited at the registered office of the Company not less than forty-eight hours before the commencement of the Annual General Meeting.
3. 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. The holder of proxy shall prove his identity at the time of attending the Annual General Meeting. Attendance Slip, Proxy Form and the Route Map of the venue of the Meeting are annexed hereto.
4. Corporate members intending to send their authorized representatives to attend the meeting are requested to send certified copy of Board Resolution or other governing body authorizing their representatives to attend and vote on their behalf at the meeting.

5. Members / proxies / authorized representatives should bring their copy of the Annual Report and Accounts along with duly filled Attendance Slip enclosed herewith to attend the Meeting.
6. Members who hold shares in dematerialized form are requested to write their DP ID and Client ID Numbers and those who hold shares in Physical form are requested to write their Folio Number in the Attendance Slip for attending the Meeting.
7. 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.
8. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 ('the Act') and the Register of Contracts or Arrangements in which Directors are interested, maintained under Section 189 of the Act, will be available for inspection by the members at the Annual General Meeting.
9. The Register of Beneficial Owners, Register of Members and Share Transfer Book of the Company shall remain closed from Saturday, 30th July, 2022 to Thursday, 4th August, 2022 (both days inclusive) for the purpose of Annual General Meeting.
10. All documents referred to in the accompanying notice and explanatory statement are open for inspection at the registered office of the Company on all working days, except Saturday between 11:00 a.m. to 01:00 p.m. prior to the date of Annual General Meeting of the Company.
11. Any member desiring any clarification/explanation in respect of the information given in this annual report is requested to submit query to the company at least 10 days in advance before the meeting so as to enable the management to keep information ready.
12. SEBI has decided that securities of listed companies can be transferred only in dematerialized form April 01, 2019. In view of the above and to avail various benefits of dematerialization, members are advised to dematerialize shares held by them in physical form.
13. To support the 'Green Initiative', Members who have not registered their e-mail addresses are requested to register the same with DPs or RTA of the Company.
14. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and the Circulars issued by the Ministry of Corporate Affairs the Company is providing facility

of remote e-voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-voting system will be provided by NSDL.

15. The Members of the company holding Shares as on 3rd June, 2022 (Cut-off date for entitlement of Annual Report), shall be eligible for receiving the Annual Report 2021-22 along with the notice of the Annual General Meeting, by electronic mode to all the members whose email addresses are registered with the Depository Participant(s).
16. Members can avail the nomination facility by filing Form No. SH-13, as prescribed under Section 72 of the Companies Act, 2013 and rule 19 (1) of the Companies (Share Capital and debentures) Rules 2014 with the Company. Blank forms will be supplied on request.
17. Members who hold shares in dematerialized mode are requested to intimate any changes pertaining with their bank account details, ECS mandates, nominations, change of address/name etc. to their Depository Participant. Changes intimated to the Depository Participant will then be automatically reflected in the Company's records which will help the Company and its Registrar & Share Transfer Agent to provide efficient and better service to the members. The e-voting period commences on Monday, the 1st August, 2022 at 9:00 a.m. and ends on Wednesday, 3rd day of August, 2022 at 5:00 p.m. During this period, members of the Company holding shares either in physical form or in dematerialized form, as on the Cut-off date i.e. Friday, 29th day, July, 2022, may cast their vote electronically. The members will not be able to cast their vote electronically beyond the date and time mentioned above and the e-voting module will be disabled by NSDL for voting thereafter. The voting rights of the members shall be in proportion to their share in the paid up equity share capital of the Company as on the Cut-off date i.e. Friday, 29th July, 2022. Once the vote on a resolution is cast by the member, he/she shall not be allowed to change it subsequently or cast the vote again.
18. The facility for voting through ballot papers will also be made available at the AGM and the members attending the AGM who have not already cast their votes by remote e-voting shall be able to exercise their right at the AGM through ballot process. The Members who have cast their votes by remote e-voting prior to the AGM may attend the AGM but shall not be entitled to cast their votes again.
19. If Members are opting for remote e-voting, they shall not vote by poll paper and vice versa. However, in case Members cast their vote both by poll paper and by remote e-voting, then voting done through remote e-voting shall prevail and voting done by poll paper will be treated as invalid.

The Scrutinizers shall immediately after the conclusion of the voting at the meeting,

first count the votes of the valid poll paper cast at the 11th Annual General Meeting. They shall then proceed to unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company. The Scrutinizers thereafter shall submit their report to the Chairperson after completion of their scrutiny. The result of the voting will be announced within 2 working days of the conclusion of the 11th Annual General Meeting at the Registered Office of the Company.

The results declared along with the Scrutinizer's report shall be placed on the Company's website www.arveelabs.com and on the website of NSDL and shall also be intimated to the National Stock Exchange (NSE) where shares of the Company are listed.

Members who are holding shares in identical order of names in more than one folio are requested to send to the Company or RTA, the details of such folios together with the share certificates for consolidating their holdings in one folio.

A detailed list of instructions for e-voting is annexed to this Notice. Facility of Video Conferencing will be provided at the Venue, in case the number of members attending the AGM exceeds than permitted by the laws for the time being in force.

Instructions for e-voting

Pursuant to SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9 December 2020 on “e-voting facility provided by Listed Companies”, e-voting process has been enabled to all the individual demat account holders, by way of single login credential, through their demat accounts/websites of Depositories/DPs in order to increase the efficiency of the voting process. Individual demat account holders would be able to cast their vote without having to register again with the e-voting service provider (ESP) thereby not only facilitating seamless authentication but also ease and convenience of participating in e-voting process.

Shareholders are advised to update their mobile number and e-mail id with their DPs in order to access e-voting facility.

Login method for Individual shareholders holding securities in demat mode is given below:

The Electronic voting particulars are set out below:

EVEN (E-VOTING EVENT NUMBER)

The detailed instructions for e-voting are as follows:

Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting 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.

Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode	1. 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.nsd.com/ either on a Personal Computer or on a mobile. Once the home page of e-Services is

<p>with NSDL</p>	<p>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.</p> <ol style="list-style-type: none"> 2. If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsd.com. Select “Register Online for IDeAS” Portal or click at https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp 3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsd.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 - NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.
<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<ol style="list-style-type: none"> 1. 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 and click on New System Myeasi. 2. 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 i.e. NSDL. Click on NSDL to cast your vote. 3. If the user is not registered for Easi/Easiest, option to register is available at

	<p>https://web.cdslindia.com/myeasi/Registration/EasiRegistration</p> <p>4. Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. NSDL where the e-Voting is in progress.</p>
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 login, 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-NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at above mentioned 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	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	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
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022- 23058738 or 022-23058542-43

B) Login Method 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?

1. 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.
2. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section.
3. 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.
4. Your User ID details are given below :

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) 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*****.
b) 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*****
c) 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 101456 then user ID is 101456001***

5. Password details for shareholders other than Individual shareholders are given below:
 - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
 - b) 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.

- c) How to retrieve your 'initial password'?
- (i) 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 digit 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'.
 - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered**

6. If you are unable to retrieve or have not received the " Initial password" or have forgotten your password:
- a) 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.
 - b) **[Physical User Reset Password?](#)** (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
 - c) If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
 - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

Step 2: Cast your vote electronically on NSDL e-Voting system.

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

1. 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.
2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period.
3. Now you are ready for e-Voting as the Voting page opens.

4. 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.
5. Upon confirmation, the message “Vote cast successfully” will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, 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) by email to compliance@arveelabs.com
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of AADHAR Card) to compliance@arveelabs.com If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A) i.e. Login method for e-Voting for Individual shareholders holding securities in demat mode.**
3. Alternatively shareholder/members may send a request to evoting@nsdl.co.in for procuring user id and password for e-voting by providing above mentioned documents.
4. 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 required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

CONTACT DETAILS:

Company	:	ARVEE LABORATORIES (INDIA) LIMITED Registered Address: 403, Entice, Nr. Jayantilal Park BRTS, Iskcon - Bopal Road, Ambli Ahmedabad, Gujarat - 380058 compliance@arveelabs.com CIN : L24231GJ2012PLC068778
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		www.arveelabs.com Tel : 91- 2717-430479
Registrar & Transfer Agents	:	BIGSHARE SERVICES PRIVATE LIMITED Office No , 6th Floor, Pinnacle Business Park, Next to Ahura Centre, Mahakali Caves Road , Andheri (East), Mumbai, Maharashtra, 400093 Tel: +91 22 62638200 Fax: +91 22 62638299
E-voting Agency	:	National Securities Depository Limited Email : evoting@nsdl.co.in Phone : 1800-222-990 (Toll Free)
Scrutinizer	:	Jalan Alkesh & Associates Practicing Company Secretary E-mail : jalanalkesh@gmail.com

General Guidelines for shareholders

1. 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 jalankesh@gmail.com with a copy marked to evoting@nsdl.co.in
2. 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 www.evoting.nsdl.com** to reset the password.
3. 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 www.evoting.nsdl.com or call on toll free no.: **1800-1020-990/1800-2244-30** or send a request at evoting@nsdl.co.in

ANNEXURES TO THE NOTICE

ANNEXURE A

Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 in respect of item No. 2 to 8 is as under:

For Item No. 2 and 7

Details of the Director retiring by rotation and seeking Re-appointment at the Annual General meeting pursuant to SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015 and Secretarial Standard: 2 (SS:2) issued by ICSI and approved by the Central Government.

The Board of Directors on the recommendation of the Nomination & Remuneration Committee at its meeting held on 27th June, 2022, approved the re-appointment of Mr. Shalin Bharatbhai Chokshi (DIN: 09048441), as Whole Time Director of the Company for a period of five years, with effect from 4th December, 2022, subject to approval of shareholders at the forthcoming Annual General Meeting.

Pursuant to Sections 196, 197, 203 and other applicable provisions of the Companies Act, 2013, (the Act) the Companies (Appointment and Qualification of Directors), Rules, 2014, and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 read with Schedule V of the Companies Act, 2013 (including any statutory modification(s) or re-enactment thereof for the time being in force, the re-appointment of Mr. Shalin Bharatbhai Chokshi, requires approval of the Members by way of special resolution.

Pursuant to Section 190 of the Companies Act, 2013 a copy of the Draft Agreement to be entered between the Company with the Chairman and Managing Director is kept and available for inspection at the Registered Office of the Company on all working days (except Saturdays, Sundays and Public Holidays) between 11.00 a.m. to 1.00 p.m. up to the date of this Annual General Meeting ("AGM") at the Registered Office of the Company.

The Company has received from Mr. Shalin Bharatbhai Chokshi (i) consent in writing to act as Whole Time Director pursuant to Rule 8 of the Companies (Appointment & Qualification of Directors) Rules, 2014; (ii) intimation in Form DIR-8 pursuant to Rule 14 of the Companies (Appointment & Qualification of Directors) Rules, 2014 to the effect that he is not disqualified in accordance with sub-section (2) of Section 164 of the Act.

Name of the Director	Shalin Bharatbhai Chokshi
Father's Name	Bharatbhai Chokshi
Date of Birth	16/10/1984
Qualification	He is a graduate in commerce and holds a degree in Masters of Professional Accounting, Monash University, Australia.
Date of Joining the Board of Director of the Company	27/01/2012
Number of Shares held in the Company	13,38,000
Names of listed entities in which the person also holds the directorship and the membership of Committees of the board	Nil
Other Chairmanship / Membership of Committees of Board of other Companies	Nil
Specific Functional Area	He has been pivotal in bringing new international raw material suppliers to the Company which has proved to be highly cost beneficial to the company. At the same time he has identified key consumers for Company's products in the International market. He closely monitors Company affairs and its functions
Relationship with Directors / inter-se KMP	Nil
Experience	Mr. Shalin Bharat Chokshi, aged 38 Years, is the Promoter and Whole Time Director of our Company. He is a graduate in commerce and holds a degree in Masters of Professional Accounting, Monash University, Australia. He has 11 years of experience in sales and international business. He has worked with Companies like B Chokshi Chem Private Limited, where he was responsible for developing new clients as well

	as suppliers. He has been instrumental in identifying new suppliers to strategically improve the Company supply chain. He is also a Director in Arvee Speciality Chemicals Private Limited.
Terms and Conditions of appointment	It is proposed to re-appoint Mr. Shalin Bharat Chokshi for a period of five years commencing from 4 th December, 2022 on a monthly salary of Rs. 3.00 lacs plus bonus, provident fund, leave encashment etc. which shall not exceed Rs. 1.00 lacs per month with the power to the Board of Directors to increase / alter the remuneration.
Remuneration sought to be paid and last drawn	The last Salary drawn from the Company was Rs. 37,56,305/- per annum which includes provident fund, bonus and leave encashment. It is proposed to pay him salary of Rs. 3.00 lacs per month plus bonus, provident fund, leave encashment etc. which shall not exceed Rs. 1.00 lacs per month with the power to the Board of Directors to increase / alter the remuneration.
Number of meeting of Board of Directors attended during the year	8 (Eight)

The details of shares held by him and his relatives in the Company as on the date of issue of this notice is as under:

Sr. No.	Name of Shareholder	Number of Shares held	% of total paid up Capital
1.	Shalin Bharatbhai Chokshi	13,38,000	12.14
2.	Bharat Raskilal Chokshi	13,70,000	12.43
3.	Saumil Bharatbhai Chokshi	13,38,000	12.14
4.	Forum Saumil Chokshi	2,000	0.02
5.	Kavita Shalin Chokshi	2,000	0.02

None of the Directors, Key Managerial Personnel of the Company and their relatives other than Mr. Shalin Bharatbhai Chokshi, are in any way concerned or interested, financial or otherwise, in the said Resolution.

The Board recommends the resolution for approval of the members.

Item No. 3 and 4

At the annual general meeting for the year 2021 Jaimin Deliwala & Co., Chartered Accountants, Ahmedabad were appointed as Statutory Auditors for a period of five years.

However now, Jaimin Deliwala & Co., Chartered Accountants, Ahmedabad have tendered their resignation as statutory auditor with effect from 17th June, 2022.

The Company has received consent letter and eligibility letter from Nirav Patel & Associates, Chartered Accountants, Ahmedabad to act as statutory auditors along with a confirmation that if their appointment is made it will be within the limits prescribed by the provision of Companies Act, 2013.

Based on the recommendation of Audit Committee, the Board of Directors in their meeting held on 27th June, 2022 have appointed M/s. Nirav Patel & Associates, Chartered Accountants, Ahmedabad to hold office from 27th June, 2022 till the conclusion of annual general meeting for the year ended on 31st March, 2022 to fill the casual vacancy caused by the resignation of Jaimin Deliwala & Co.

Based on the recommendation of Audit Committee, the Board of Directors in their meeting held on 27th June, 2022 have recommended the appointment of M/s. Nirav Patel & Associates, Chartered Accountants, Ahmedabad for a period of five years to hold office from the conclusion of this annual general meeting on a remuneration plus applicable taxes plus out of pocket expenses as may be determined and recommended by the Audit Committee in consultation with the Auditors and duly approved by the Board of Directors.

None of the Directors or Key Managerial Personnel are interested in the proposed resolution

The Board recommends the passing of resolution as mentioned in item no. 3 and 4

Item No. 5

The Board of Directors of the Company at its meeting held on May 26, 2022 appointed Mrs. Shalini Hitesh Jalan as an Additional Director of the Company in the capacity of Independent Director for a term of 5 years with effect from May 26, 2022, subject to the approval of the Members of the Company.

In terms of section 160 of the Companies Act, 2013, the Nomination and Remuneration Committee and the Board have recommended the appointment of

Mrs. Shalini Hitesh Jalan as an Independent Director pursuant to the provisions of Sections 149 and 152 of the Companies Act, 2013. The Company has also received a notice in writing from a member proposing the candidature of Mrs. Shalini Hitesh Jalan to be appointed as Director of the Company.

The Company has received a declaration from Mrs. Shalini Hitesh Jalan confirming that she meets the criteria of independence under the Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. Further, the Company has also received Mrs. Shalini Hitesh Jalan consent to act as a Director in terms of section 152 of the Companies Act, 2013 and a declaration that she is not disqualified from being appointed as a Director in terms of Section 164 of the Companies Act, 2013.

In the opinion of the Board, Mrs. Shalini Hitesh Jalan fulfils the conditions specified in the Companies Act, 2013 and rules made thereunder and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, for her appointment as an Independent Director of the Company and he is independent of the management except Mrs. Shalini Hitesh Jalan, being the appointee, or her relatives, none of the Directors and Key Managerial Personnel of the Company or their relatives are concerned or interested financially or otherwise, in the resolution set out at Item No. 5.

The Board of Directors recommends the resolution in relation to appointment of Mrs. Shalini Hitesh Jalan as an Independent Director of the Company, as set out in Item No. 5 for approval of the members by way of a Special Resolution. Additional Information required pursuant to Secretarial Standards – 2 issued by Institute of Company Secretaries of India is as under:

Name of the Director	Shalini Hitesh Jalan
Father's Name	Murlidhar Poonamchand Agrawal
Date of Birth	30-09-1982
Qualification	Bachelor of Arts
Date of Joining the Board of Director of the Company	26 th May, 2022.
Number of Shares held in the Company	Nil
Names of listed entities in which the person also holds the directorship and the membership of Committees of the board	Nil
Other Chairmanship / Membership of Committees of Board of other Companies	Nil
Relationship with Directors / inter-se KMP	None
Experience	Shalini Hitesh Jalan has experience in the field of the

	computer.
Terms and Conditions of appointment	Upton 5 years commencing from date of appointment i.e. 26 th May, 2022.
Remuneration sought to be paid and last drawn	Nil. However the Board of Directors is at liberty to pay remuneration within the limits of Companies Act 2013.
Number of meeting of Board of Directors attended during the year	Not Applicable

Item No. 6

The Board of Directors at its meeting held on 27th June, 2022 and pursuant to the recommendation of Nomination and Remuneration Committee have decided to re-appoint Mr. Shalin Sudhakarbhair Patel with effect from 4th December, 2022 for a period of five years. Mr. Shalin Sudhakarbhair Patel is a Director of the Company since 1.4.2014. He became Managing Director of the Company with effect from 4th December, 2017.

Pursuant to Section 190 of the Companies Act, 2013 a copy of the Draft Agreement to be entered between the Company with the Chairman and Managing Director is kept and available for inspection at the Registered Office of the Company on all working days (except Saturdays, Sundays and Public Holidays) between 11.00 a.m. to 1.00 p.m. up to the date of this Annual General Meeting (“AGM”) at the Registered Office of the Company.

Mr. Shalin Sudhakarbhair Patel is the son of Mr. Sudhakarbhair Chhotabhair Patel having Director Identification Number 01779902. He has attended all the 8 Board Meetings of the Company held during the year. Mr. Shalin Sudhakarbhair Patel is not related to any other Director or Key Managerial Personnel. Mr. Shalin Sudhakarbhair Patel was born on 23rd November, 1974. Mr. Shalin Patel is also a Director in Shree Rama Multi-Tech Limited (a Listed Company) and 2 Private Limited Company namely 1. Arvee Speciality Chemicals Private Limited and 2. Applitech Infotech Private Limited. He is also a member of Audit Committee, Stakeholders Committee and Nomination and Remuneration Committee of Shree Rama Multi-Tech Limited.

Mr. Shalin Sudhakarbhair Patel, aged 48 Years, is the Promoter and Managing Director of our Company. He holds a degree in Master of Business Administration from Cleveland State University – USA. He has experience of more than 20 years in project management for technically based industries. His experience includes engineering and design of instrumentation and control systems, computer networks and software development for biopharmaceutical, power distribution, chemical and plastics industries. He has worked with companies like Applied Biosystems, ISO-New England, and National Grid. Currently, he is looking after purchase, sales, research & development and overall business development of the Company.

Since in terms of Schedule V of the Companies Act, 2013, the effective Capital of your Company is more than Rs. 5.00 Crores but less than 100.00 Crores, the Company can pay minimum remuneration of Rs. Rs. 3.00 Lacs per month plus provident fund, leave encashment, bonus etc. not exceeding Rs. 1.00 lacs per month to one managerial personnel.

The details of shares held by him and his relatives in the Company as on the date of issue of this notice is as under:

Sr. No.	Name of Shareholder	Number of Shares held	% of total paid up Capital
1	Shalin Sudhakarbai Patel	40,42,000	36.67
2	Khushbuben S Patel	2,000	0.02
3	Sudhakar Chhotabhai Patel HUF	2,000	0.02
4	Chandrabalben Patel	2,000	0.02
5	Shalinbhai Sudhakarbai Patel HUF	2,000	0.02

Mr. Shalin Sudhakarbai Patel satisfies all the conditions as set out in Part I of Schedule V as also under sub section 13 of Section 196 of the Companies Act, 2013 for being eligible to be appointed as a Managing Director of the Company. He is not disqualified from being appointed as a Director in terms of Section 164 of the Companies Act, 2013.

The Board of Directors are of the opinion that the re-appointment of Mr. Shalin Sudhakarbai Patel as the Managing Director is in the best interest of the Company and accordingly, recommend the Special resolution set out in Item No. 6 for approval of the members. Hence the said Special Resolution is recommended for your approval.

None of the Directors, Key Managerial Personnel of the Company and their relatives other than Mr. Shalin Sudhakarbai Patel, are in any way concerned or interested, financial or otherwise, in the said Resolution.

Item No. 8

The Board of Directors of the Company at its meeting held on 1st October, 2021 appointed Mr. Sachin Kanwarlal Kansal as an Additional Director of the Company in the capacity of Independent Director for a term of 5 years with effect from 1st October, 2021, subject to the approval of the Members of the Company.

In terms of section 160 of the Companies Act, 2013, the Nomination and Remuneration Committee and the Board have recommended the appointment of Mr. Sachin Kanwarlal Kansal as an Independent Director pursuant to the provisions of Sections 149 and 152 of the Companies Act, 2013. The Company has also received a notice in writing from a member proposing the candidature of Mr. Sachin Kanwarlal Kansal to be appointed as Director of the Company.

The Company has received a declaration from Mr. Sachin Kanwarlal Kansal confirming that he meets the criteria of independence under the Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. Further, the Company has also received Mr. Sachin Kanwarlal Kansal consent to act as a Director in terms of section 152 of the Companies Act, 2013 and a declaration that he is not disqualified from being appointed as a Director in terms of Section 164 of the Companies Act, 2013.

In the opinion of the Board, Mr. Sachin Kanwarlal Kansal fulfils the conditions specified in the Companies Act, 2013 and rules made thereunder and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, for his appointment as an Independent Director of the Company and he is independent of the management except Mr. Sachin Kanwarlal Kansal, being the appointee, none of the Directors and Key Managerial Personnel of the Company or their relatives are concerned or interested financially or otherwise, in the resolution set out at Item No. 8.

The Board of Directors recommends the resolution in relation to appointment of Mr. Sachin Kanwarlal Kansal as an Independent Director of the Company, as set out in Item No. 8 for approval of the members by way of a Special Resolution. Additional Information required pursuant to Secretarial Standards – 2 issued by Institute of Company Secretaries of India is as under:

Name of the Director	Sachin Kanwarlal Kansal
Father's Name	Kanwarlal Banarsidass Kansal
Date of Birth	13/09/1987
Qualification	B. Com, Chartered Accountant
Date of Joining the Board of Director of the Company	1 st October, 2021
Number of Shares held in the Company	Nil
Names of listed entities in which the person also holds the directorship and the membership of Committees of the board	He is an Independent Director of Premier Synthetics Limited. He is a Chairman of Audit Committee and Stakeholders Committee of Premier Synthetics Limited. He is also a member of Nomination and Remuneration Committee of Premier Synthetics Limited.
Other Chairmanship / Membership of Committees of Board of other Companies	He is a Chairman of Audit Committee and Stakeholders Committee of Premier Synthetics Limited. He is also a member of Nomination and

	Remuneration Committee of Premier Synthetics Limited
Specific Functional Area	He has vast knowledge and experience in the field of accounts, taxation, legal and administrative affairs.
Relationship with Directors / inter-se KMP	None
Terms and Conditions of appointment	Upton 5 years commencing from date of appointment i.e. 1 st October, 2021.
Remuneration sought to be paid and last drawn	Nil. However the Board of Directors is at liberty to pay remuneration within the limits of Companies Act 2013.
Number of meeting of Board of Directors attended during the year	4

**FOR & ON BEHALF OF THE BOARD OF DIRECTORS OF
ARVEE LABORATORIES (INDIA) LIMITED**

Place: Ahmedabad
Dated: 27th June, 2022

Sd/-

MANAGING DIRECTOR
Shalin Sudhakarbai Patel
[DIN: 01779902]

PROXY FORM

[Pursuant to Section 105(6) of the Companies Act, 2013 read with Rule 19(3) of the companies (Management and Administration) Rules, 2014]

ARVEE LABORATORIES (INDIA) LIMITED

Registered Office: 403, Entice, Nr. Jayantilal Park BRTS, Iskcon-Bopal Road,
Ambli, Ahmedabad - 380 058, Gujarat, India

Telephone: +91 - 2717-430479

Email: compliance@arveelabs.com, www.arveelabs.com

CIN: L24231GJ2012PLC068778

Name of the Member(s):

Registered address:

E-mail Id:

Folio No./ Client ID:

DP Id:

I/We being the member(s) of _____ shares of the above named Company hereby appoint:

(1) Name: _____

Address: _____

E-mail Id: _____ or failing him;

(2) Name: _____

Address: _____

E-mail Id: _____ or failing him;

(3) Name: _____

Address: _____

E-mail Id: _____ or failing him;

as my/our proxy to attend and vote (on a poll) for me /us and on my/our behalf at the 11th Annual General Meeting of the Company to be held at 403, Entice, Nr. Jayantilal Park BRTS, Iskcon-Bopal Road, Ambli, Ahmedabad - 380 058, Gujarat, on Thursday, 4th day of August, 2022 at 11:30 a.m. and at any adjournment thereof in respect of such resolution as are indicate below:

Resolution No	Particulars of Resolution	Voting	
		For	Against
	ORDINARY BUSINESS		
1	Adoption of Audited Accounts for the year ended on 31 st March, 2022 and the Reports of the Board of Directors and Auditors thereon. (Ordinary Resolution)		
2	To reappoint a Director in place of Mr. Shalin Bharatbhai Chokshi who retires by rotation and being eligible seeks re-appointment. (Ordinary Resolution)		
3	Appointment of Auditors (Ordinary Resolution)		
	SPECIAL BUSINESS		
4	Appointment of Statutory Auditors to fill Casual Vacancy (Ordinary Resolution)		
5	Appointment of Mrs. Shalini Hitesh Jalan as an Independent Director (Special Resolution)		
6	Approval for re-appointment of Mr. Shalin Sudhakarbhai Patel Managing Director of the Company (Special Resolution)		
7	Approval for re-appointment of Mr. Shalin Bharatbhai Chokshi Whole Time Director of the Company (Special Resolution)		
8	Appointment of Mr. Sachin Kansal as an Independent Director (Special Resolution)		

Signed this _____ day of _____ 2022

Signature of the member

Signature of proxy holder

Affix Revenue
Stamp

Notes:

1. This form, in order to be effective, should be duly stamped, completed, signed and deposited at the registered office of the Company, not less than 48 hours before the Annual General Meeting.
2. It is optional to indicate your preference. If you leave the 'for', or 'against' column blank against any or all of the resolutions, your proxy will be entitled to vote in the manner as he/she may deem appropriate.

ATTENDANCE SLIP

(To be presented at the entrance of the meeting venue)

ARVEE LABORATORIES (INDIA) LIMITED

**Registered Address: 403, Entice, Nr. Jayantilal Park BRTS, Iskcon-Bopal Road,
Ambli, Ahmedabad, Gujarat - 380058**

compliance@arveelabs.com CIN: L24231GJ2012PLC068778

www.arveelabs.com, Tel: 91- 2717-430479

I / We certify that I / We am / are member(s) / proxy for the member(s) of the Company.

I / We hereby record my / our presence at the 11th Annual General Meeting of the members of Arvee Laboratories (India) Limited will be held at on Thursday, 4th day of August, 2022 at 11:30 a.m. at the Registered Office of the Company situated at 403, Entice, Nr. Jayantilal Park BRTS, Iskcon-Bopal Road, Ambli, Ahmedabad, Gujarat - 380058 and at any adjournment(s) thereof.

Name of First Named Member/ Proxy/ Authorised Representative	
Folio No.:	
DP ID No.:	
Client ID No.:	
No. of Shares held:	

Member's / Proxy's Signature

Notes:

1. Only member / Proxyholder can attend the Meeting.
2. Members are requested to bring their copy of the Annual Report and this Attendance Slip at the AGM.
3. Please complete the form and handover at the entrance of the hall.
4. *Applicable for Investors holding shares in electronic form.