

## NOTICE OF EXTRA-ORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT THE 01/2022-23 EXTRA-ORDINARY GENERAL MEETING OF THE MEMBERS OF GLOWDERMA LAB PRIVATE LIMITED WILL BE HELD ON MONDAY, AUGUST 1, 2022 AT 5 PM IST THROUGH VIDEO CONFERENCING TO TRANSACT THE FOLLOWING BUSINESS:

---

### Special Business:

1. To consider and if, thought fit, to pass with or without modification, the following resolution as an Ordinary Resolution

### Appointment of Statutory Auditor to fill the casual vacancy caused due to resignation of current auditors:

“RESOLVED THAT pursuant to the provisions of Section 139(8) 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 re-enactment thereof for the time being in force), M/s Puneet Singhvi & Associates, Chartered Accountants, having ICAI Firm Registration Number 0127688W, be and are hereby appointed as Statutory Auditors of the Company to fill casual vacancy caused by the resignation of M/s P M D & Co., Chartered Accountants and carry out the audit for FY 2021-22.

RESOLVED FURTHER THAT M/s Puneet Singhvi & Associates, Chartered Accountant shall hold office as Statutory Auditors of the Company from the conclusion of this Extra - Ordinary General Meeting until the conclusion of Annual General Meeting of the Company to be held for F. Y. 2021-22 on such remuneration as may be mutually agreed to between the Board of Directors and the said Auditors and the reimbursement of out of pocket expenses, travelling and other expenses in connection with the work of audit to be carried out by them.

RESOLVED FURTHER THAT any Director be and is hereby authorized to sign and file requisite forms for meeting all the requirement of the Companies Act, 2013 and rules made there under in respect of appointment of Statutory Auditors of the Company and to do all such acts, deeds and things as may necessary to give effect to this resolution.”

For **GLOWDERMA LAB PRIVATE LIMITED**

RAJESHKUMAR  
R  
CHHAGANLAL  
KHATRI

Digitally signed by  
RAJESHKUMAR  
CHHAGANLAL KHATRI  
Date: 2022.07.02  
11:36:01 +05'30'

**RAJESHKUMAR KHATRI**

Director

DIN: 00313578

July 2, 2022

Registered Office: 552/553, Mastermind - 1, Royal Palm, Aarey Colony,  
Goregaon (East), Mumbai - 400065

## **NOTES:**

1. The Ministry of Corporate Affairs (“MCA”) vide its circular dated April 8 2020, April 13 2020, June 15 2020, September 28 2020, December 31, 2020, June 23 2021, December 08 2021 and May 05 2022 (collectively referred to as “MCA Circulars”) permitted the holding of the Extra Ordinary General Meeting (“EGM”) through VC/OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act, 2013 (“Act”) and MCA Circulars, the EGM of the Company is being held through VC/OAVM.
2. Pursuant to the provisions of the Act, a member entitled to attend and vote at the EGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this EGM is being held pursuant to the MCA Circulars through VC/OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the EGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
3. The Members are requested to use the following details to join the meeting:

<b>Application</b>	<b>Meeting Id</b>	<b>Passcode</b>
Microsoft Teams	466 931 145 771	Zcm8K8

4. On the date of the meeting, the Members, Directors, Key Managerial Personnel and all other persons authorized to attend the meeting, may join, using above details from 4:45 P.M. to 5:15 P.M. and post that no person shall be able to join the meeting.
5. In case any member requires assistance in joining the meeting, before or during the meeting, you may call at 9769800908.
6. **Electronic Mode of service of documents:**  
  
We would request you to provide relevant details as given in ‘**Annexure 1**’ to get Annual Reports and other communications through e-mail instead of paper mode and to update your bank details in the Company’s record.
7. Corporate members intending to send their authorised representatives to attend the Meeting are requested to send a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting through email at [cs@glowderma.com](mailto:cs@glowderma.com)
8. An Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 relating to the special business set out above, is annexed hereto.
9. Members may note that the EGM Notice will also be available on the Company’s website [www.glowderma.com](http://www.glowderma.com)
10. Since the EGM will be held through VC/OAVM, the Route Map is not annexed in this Notice.

11. Members are requested to vote on the resolutions at the EGM by forwarding their Assent or Dissent by email at [cs@glowderma.com](mailto:cs@glowderma.com)
12. For ease of participation of the Members, during the meeting, members may raise questions by raising hand during the meeting. The Members may also, before the meeting, submit the questions through e-mail at [cs@glowderma.com](mailto:cs@glowderma.com).
13. Relevant documents referred to in the accompanying Notice and Explanatory Statement can be made available to the Members upon request by email at [cs@glowderma.com](mailto:cs@glowderma.com).

**EXPLANATORY STATEMENT**  
(Pursuant to the Section 102 (1) of the Companies Act 2013)

The Explanatory Statement sets out all the material facts relating to the business.

**Item No. 1**

The Members of the Company at the 17<sup>th</sup> Annual General Meeting held on December 31, 2020 had appointed P M D & Co., Chartered Accountants (Firm Registration No. 153290W) as Statutory Auditors for a period of five (5) years to hold office till the conclusion of Annual General Meeting to be held for FY 2024-25.

M/s P M D & Co., Chartered Accountants, have tendered their resignation as Statutory Auditors of the company due to pre-occupation in other assignments, resulting into casual vacancy in the office of Statutory Auditors as per Section 139 (8) of the Companies Act, 2013.

M/s Puneet Singhvi & Associates, Chartered Accountants, having Firm Registration No. 0127688W, have confirmed their eligibility under Section 141 of the Companies Act, 2013 to be appointed as Statutory Auditors of the Company to fill the casual vacancy.

The terms and conditions of M/s Puneet Singhvi & Associates, Chartered Accountants, including their remuneration, shall be as may be decided by the Board of Directors of the Company.

Based on the above, the Board of the Company is of the opinion that M/s Puneet Singhvi & Associates, Chartered Accountants, fulfils all the criteria as laid down under the Companies Act, 2013, and it is desirable to appoint them as the Statutory Auditors of the Company up to conclusion of the next Annual General meeting to be held in the calendar year 2022.

The Board of Directors, therefore, recommend the Ordinary resolution, as set forth in this Notice, for the approval of the Members.

None of the Directors or the Key Managerial Personnel of the Company and their relatives are in any way financially or otherwise concerned or interested in the resolution except to the extent of their holding shares in the Company.

For **GLOWDERMA LAB PRIVATE LIMITED**

RAJESHKUMAR Digitally signed by  
CHHAGANLAL RAJESHKUMAR  
KHATRI CHHAGANLAL KHATRI  
Date: 2022.07.02  
11:36:37 +05'30'

**RAJESHKUMAR KHATRI**

Director

DIN: 00313578

**July 2, 2022**

**Registered Office: 552/553, Mastermind - 1, Royal Palm, Aarey Colony,  
Goregaon (East), Mumbai – 400065**

**Annexure -1**  
**E-Communication Registration Form**

**To,**  
**GLOWDERMA LAB PRIVATE LIMITED**  
303, A-Wing, Naman Midtown,  
Senapati Bapat Marg, Elphinstone Road,  
Mumbai 400013

<b>Folio No.</b>	
<b>Name of the sole / first named Member</b>	
<b>Name of joint holder(s)</b>	
<b>Registered Address of Member</b>	
<b>E Mail ID to be registered</b>	
<b>Mobile No (optional)</b>	

<b>Bank Account Details: (for electronic credit of future dividends, if any)</b>	
<b>Name of the Bank</b>	
<b>Name of the Branch</b>	
<b>Account Number (as appearing in your cheque book)</b>	
<b>Account Type (Saving / Current)</b>	
<b>MICR Number (as appearing on the MICR cheque issued by the bank) Please enclose a photocopy of a cheque for verification</b>	
<b>IFSC Code</b>	

You can provide soft copy of this letter at [cs@glowderma.com](mailto:cs@glowderma.com)

**Date:** \_\_\_\_/\_\_\_\_/20

**Signature of the Member:** \_\_\_\_\_

**Note:**

1. Members are requested to keep the Company informed as and when there is any change in the Email address. Unless the E-mail ID given above is changed by you by sending another communication in writing / E-mail, the Company will continue to send the documents to you on the above-mentioned E-mail ID.
2. Members hereby authorize the Company to send all the correspondence on the above-mentioned E-mail ID
3. Please enclose a self-attested copy of PAN card of the members, original cancelled cheque leaf address proof viz., Aadhaar card as required for updating of the details along with this form.