

28th September, 2021

To
The Manager
Department of Corporate Services
BSE Ltd, PJ Towers
Dalal Street
Mumbai-40001

Dear Sir/Madam,

Sub: Proceedings of the 34th Annual General Meeting of the Company-Reg.
Ref: Scrip Code: 511509

Pursuant to regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith the proceedings of the 34th Annual General Meeting held through Video Conferencing (VC)/Other Audio –Visual Means (OAVM) held on 28th September, 2021 at 3.30 PM.

This is for your information and records.

Thanking you,

Yours truly,

For **Vivo Bio Tech Limited**

A. Karthik

A.Karthik
Company Secretary



SUMMARY OF THE PROCEEDINGS OF 34TH ANNUAL GENERAL MEETING OF M/s. VIVO BIO TECH LIMITED WAS CONVENED ON TUESDAY, 28TH SEPTEMBER, 2021 AT 3.30 P.M. THROUGH VIDEO CONFERENCING (VC)/ OTHER AUDIO-VISUAL MEANS (OAVM).

Directors Present

1. Mr. Sunder Kanaparthi - Non-Executive Chairman and Independent Director and Chairman of Audit & Stakeholders Relationship Committees.
2. Dr. A. Sankaranarayanan - Non Executive Director
3. Hariharan Ravindran - Independent Director
4. Mr. Kalyan Ram - Whole Time Director
5. Mr. K. T.V. Kaladhar - Whole Time Director & CFO
6. Ms. K. Kalpana - Independent Director and Chairperson of Nomination & Remuneration Committee
7. Dr. K.S. Nayak - Additional, Non-Executive Director

In Attendance

1. Mr. M. Mohana Saradhi - Partner, P C N & Associates, Statutory Auditors
2. Mr. G. Vinay Babu - Secretarial Auditor & Scrutinizer
3. Mr. A. Karthik - Company Secretary & Compliance Officer

The meeting commenced at 3.30 P.M. and concluded at 4.00 P.M.

The business before the meeting was taken up and the requisite quorum was present throughout the Meeting.

Total 49 members were present in the video conference, including 5 members belonging to Promoter and Promoter Group.

Mr. Sunder Kanaparthi, the Chairman of the Board took the Chair and conducted the proceedings of the Meeting.

The Chairman welcomed the members present and introduced the Directors, KMPs, Statutory Auditor and Secretarial Auditor present at the meeting through Video Conference.

The Chairman informed that, in view of the continuing COVID-19 pandemic the Annual General Meeting of the company is being conducted through VC/OAVM pursuant to the various circulars issued by the Ministry of Corporate Affairs and Securities Exchange Board of India. The live streaming of the meeting was also being webcasted on the CDSL platform.

The Chairman delivered his speech on the Business and performance highlights of the Company.



He further informed the members that the Statutory Auditors and Secretarial Auditors had issued unqualified Audit Reports and accordingly, pursuant to the provisions of the Companies Act, 2013 and the Secretarial Standards, the notice convening the 34th Annual General Meeting, Board's Report of the Company and Auditor's Report for the financial year ended 31st March, 2021 were taken as read as the same had already been circulated to the Members.

The Chairman requested the Members to express their views and to raise queries, if any, with regard to the financial statements for the year 2020-21 and also about the operations. Some of the members asked about the future plans which were addressed by the Chairman and Company Secretary.

The Company Secretary informed the members that pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (LODR) Regulation, 2015, the Company has arranged for e-voting facility to its members in respect of all the businesses to be transacted at the 34th AGM of the Company. The e-voting commenced on 24th September, 2021 (09:00 hours) and ended on 27th September, 2021 (17:00 hours).

The Company Secretary instructed the members, who have not cast their vote through remote e-voting facility, to cast their votes in respect of all the resolutions proposed in the notice during the AGM.

The Chairman informed that Mr. G. Vinay Babu, Practising Company Secretary was appointed to scrutinize e-voting process and poll at the AGM in a fair and transparent manner.

The agenda items of the Notice of 34th AGM were read for the information of the members as below:

ORDINARY BUSINESS:

1. Adoption of Financial Statements:

To receive, consider and adopt the audited financial statements (including the consolidated financial statements) of the Company for the year ended 31st March, 2021 and the Board's Report and Auditor's report thereon.

2. To appoint Mr. K.T.V. Kaladhar (DIN: 08450361) as a Director liable to retire by rotation.

SPECIAL BUSINESS:

- 3. Appointment of Dr. Shivanand Nayak Karopadi (DIN: 03523002) as a Non-Executive Director of the Company.**
- 4. Re-appointment of Mr. M. Kalyan Ram. (DIN 02012580) as Whole-time Director of the Company.**
- 5. Increase of Authorised Share Capital of the Company from Rs.16 Crore to Rs.20 Crore.**
- 6. Alteration of Memorandum of Association of the Company.**
- 7. Appointment of Mrs. Madhavi Latha Kompella as an Advisor for Strategy & Business Development.**



Except resolution no. 7 (which has to be passed as special resolution), the remaining all resolutions (Ordinary and Special business) as per Notice of the 34th Annual General Meeting of the Company required to be passed as ordinary resolutions.

The result of remote e-voting and evoting during AGM will be announced within two working days from the conclusion of the AGM, which will be available on the BSE website, Company's website and CDSL website.

The meeting concluded with a vote of thanks by the Chairman and the CS informed the members once again that E-voting has been kept open for 15 min as mentioned by the Chairman during the meeting.

You are requested to kindly take the above information on records.

Thanking You

For Vivo Bio Tech Limited

A. Karthik
A. Karthik
Company Secretary
M.No. A44462

