

Regd Off: 9, Parsee Church Street,
First Floor, Kolkata-700 001
Phone: 033-40115111
e-mail: brajesh@ualind.com
CIN : [L23109WB1988PLC045142](#)

Date: 03/12/2020

To,
The CSE Limited
7, Lyons Range,
BBD Bagh,
Kolkata-700 001

Subject: Notice of the Annual General Meeting of the Company
Ref: Scrip Code-026049 and ISIN No: INE919D01017

Dear Sir/Madam,

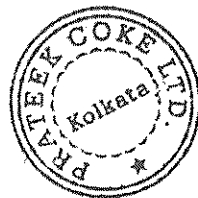
Please find attached the notice of the 31st Annual General meeting of the shareholders of Prateek Coke Limited scheduled to be held on Thursday, 31st day of December, 2020 at 11.00 A.M at 9, Parsee Church Street, Kolkata- 700001, West Bengal.

You are requested to take the same on your records.

Thanking you.

Yours Faithfully,
For Prateek Coke Limited

baPoddar



Director
DIN: 00418792

PRATEEK COKE LTD

Regd Off: 9, Parsee Church Street,
First Floor, Kolkata-700 001
Phone: 033-4011 5111
e-mail : brajesh@ualind.com
CIN : L23109WB1988PLC045142

NOTICE TO THE MEMBERS

NOTICE is hereby given that the 31st Annual General Meeting of the Members of **PRATEEK COKE LIMITED** will be held on Thursday the **31st day of December, 2020** at 03.00 P.M. at the Registered Office of the Company at 9, Parsee Church Street, 1st Floor, Kolkata-700001, West Bengal to transact the following business :

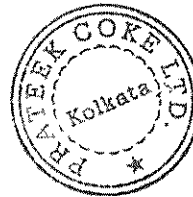
ORDINARY BUSINESS

1. To consider and pass the following Resolution, as an **ORDINARY RESOLUTION**:

"**RESOLVED THAT** the Audited Financial Statements of the Company for the financial year ended 31st March 2020 including the reports of the Board of Directors and Auditors thereon be and are hereby considered and adopted."

2. To consider and pass the following Resolution, as an **ORDINARY RESOLUTION**:

"**RESOLVED THAT** Mrs. Noel Poddar (DIN: 02075446) who retires by rotation, be and is hereby re-appointed as Directors of the Company."



By Order of the Board
For PRATEEK COKE LIMITED

Sd/-

Vijay Kumar Agarwal
Company Secretary

Date: 03/12/2020

Place: Kolkata

NOTES

1. The Explanatory Statement, pursuant to the provisions of Section 102 of the Companies Act, 2013 relating to the Special Business to be transacted at the AGM is annexed to the Notice.
2. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll instead of him / her and proxy need not be a member of the Company. The instrument of proxy in order to be effective must be deposited at the registered office of the Company not less than 48 hours before the commencement of the meeting.

In terms of Section 105 of the Companies Act, 2013 and Rules framed thereunder, 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

PRATEEK COKE LTD

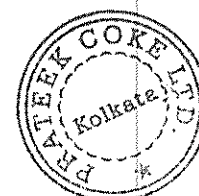
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capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.

The business set out in the Notice will be transacted through poll at the AGM venue.

Corporate members intending to send their authorized representatives to attend the Meeting are requested to send to the Company a certified true copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.

3. Members/proxies/ Authorised Representatives are requested to bring their attendance slip along with their copy of Annual Report to the Meeting. In case shares are held in the dematerialized mode, Members are requested to bring their Client ID and DP ID numbers for easy identification for attendance at the Meeting. Copies of Annual Report will not be provided at the AGM venue.
4. 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.
5. Pursuant to Section 72 of the Companies Act, 2013, members who hold shares in physical form can nominate a person in respect of all the shares held by them singly or jointly. Members who hold shares in single name are advised, in their own interest, to avail the nomination facility by filling form SH-13. Members holding shares in the dematerialized form may contact their Depository Participant for recording the nomination in respect of their holdings.
6. All relevant documents referred to in the accompanying Notice and the Explanatory Statement shall be open for inspection at the Registered Office of the Company on all working days, except Saturdays, from 12 Noon to 2:00 P.M up to the date of the AGM.
7. Pursuant to the provisions of Section 91 of the Companies Act 2013 and Rule 10 of the Companies (Management and Administration) Rules, 2014 read with Regulation 42(5) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 2015 ('the Listing Regulations'), the Register of Members of the Company and Transfer Books thereof will remain closed from Tuesday, 22nd December, 2020 to Thursday, 31st December, 2020 (both days inclusive).
8. Shareholders are requested to make all correspondences pertaining to shares of the Company to the Compliance Officer of the Company i.e., Mr. Gajendra Kumra Poddar, at 9, Parsee Church Street, Kolkata-700001, Mobile No:9331047229, E-mail: gkpoddar@ualind.com
9. In conformity with regulatory requirements, the Company will NOT be distributing any gift, gift coupons or cash in lieu of gifts at the AGM or in connection therewith.
10. A Route Map showing direction to reach to the venue of the 30th AGM of the Company is annexed to the Notice as per the requirement under Secretarial Standard-2 on "General Meeting".

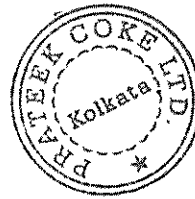


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11. Members holding shares in physical form are requested to notify any change in address to the Registrar & Share Transfer Agents of the Company. Members holding shares in electronic form are requested to intimate any change in address and email addresses to their Depository Participants.
12. The Securities and Exchange Board of India (SEBI) has mandated registration of Permanent Account Number (PAN) and Bank Account details for all shareholders. Therefore, Members holding shares in demat form can submit their PAN to their Depository Participants and Members holding shares in physical form can submit their PAN to the Company or its Registrar & Share Transfer Agent, M/s. Maheshwari Datamatics Private Limited.
13. In accordance with the proviso to Regulation 40(1) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 2015 effective from 1st April, 2019 the transfer of securities would be carried out in dematerialized form only. Accordingly, Members holding shares in physical form are therefore, advised to get the same dematerialized.
14. The Notice is being sent electronically by e-mail to those shareholders who have registered their e-mail addresses with the Company and by Courier or Registered Post to all the remaining shareholders, whose names appear in the Company's Register of Members as at the close of business hours on 01.12.2020 Members may note that the Notice of 31st Annual General Meeting and the Annual Report 2019-20 will also be available on the company's website www.prateekcoke.com
15. The notice of Annual General Meeting will be sent to the members, whose names appear in the register of members / depositories as at closing hours of business, 2nd September, 2019.

Date: 03/12/2020
Place: Kolkata



By Order of the Board
For PRATEEK COKE LIMITED

Sd/-

Vijay Kumar Agarwal
Company Secretary

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VENUE OF THE 31st ANNUAL GENRAL MEETING

