



GUJARAT PETROSYNTHESE LIMITED

Reg. Off: No.24, II Main, I Phase, Doddanekkundi Industrial Area, Mahadevapura Post, Bengaluru-560 048.

Ph: 91 – 80 - 28524133

E-mail : info@gpl.in, Website: www.gpl.in

CIN No. L23209KA1977PLC043357



NOTICE OF BOARD MEETING

Date: August 1, 2024

To,

**The Board of Directors,
Gujarat Petrosynthese Limited**

Registered Office Address: 24, II Main, Doddanekkundi Industrial Area, Phase 1, Mahadevapura, Bangalore, Karnataka -560048

Notice: - Meeting of Board of Directors

Dear Sir/ Madam,

Notice is hereby given that 246th Meeting of the Board of Directors of Gujarat Petrosynthese Limited ('**the Company**') is scheduled to be held on Thursday, August 8, 2024 at 10:30 A.M. (IST) at 24, II Main, Doddanekkundi Industrial Area, Phase 1, Mahadevapura, Bangalore, Karnataka - 560048 to discuss the business as per agenda enclosed herewith.

You are requested to make it convenient to attend the same.

Thanking You,

For **Gujarat Petrosynthese Limited**

Sd/-

Sagar Pahariya

Company Secretary & Compliance Officer

Address: Ecstasy, 718, 7th Floor, City of Joy, J.S.D Road, Mulund (W) Mumbai 400080

Date: August 1, 2024

Place: Mumbai

Encl: Agenda for the meeting



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AGENDA

AGENDA FOR THE 246TH MEETING OF THE BOARD OF DIRECTORS OF GUJARAT PETROSYNTHESE LIMITED ("THE COMPANY") TO BE HELD ON THURSDAY, AUGUST 8, 2024 AT 10:30 A.M. AT 24, II MAIN, DODDANEKKUNDI INDUSTRIAL AREA, PHASE 1, MAHADEVAPURA, BANGALORE, KARNATAKA -560048

1. To grant leave of absence to the Directors, if any.
2. To take note of Share Transfer, Share Transmission, Inter Share Transfer, Name Deletions, Consolidation, and Duplicate shares proceedings as reviewed by Stakeholders Relationship Committee.
3. To consider and take on record the Compliance Certificate from the Joint Managing Directors of the Company for the quarter ended June 30, 2024.
4. To review certificate issued by Chief Financial Officer (CFO) and Chief Executive Officer (CEO) pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for the quarter ended June 30, 2024.
5. To consider the recommendation of the Audit Committee and approve unaudited Financial Results along with Limited Review Report for the quarter ended June 30, 2024.
6. To take note of quarterly Compliances under SEBI (Listing Obligations and Disclosure Requirements), Regulations 2015 (Hereinafter referred to as 'SEBI (LODR) Regulations, 2015') for the quarter ended June 30, 2024.
7. To take note of the certificate received from Bigshare Services Private Limited, Registrar and Share Transfer Agent of the Company.
8. Any other matter with the permission of the Chair.

For Gujarat Petrosynthese Limited

Sd/-

Sagar Pahariya

Company Secretary & Compliance Officer

Address: Ecstasy, 718, 7th Floor, City of Joy, J.S.D Road, Mulund (W) Mumbai 400080

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NOTES TO AGENDA

NOTES TO AGENDA FOR THE 246TH MEETING OF THE BOARD OF DIRECTORS OF GUJARAT PETROSYNTHESIS LIMITED ("THE COMPANY") TO BE HELD ON THURSDAY, AUGUST 8, 2024 AT 10:30 A.M. AT 24, II MAIN, DODDANEKKUNDI INDUSTRIAL AREA, PHASE 1, MAHADEVAPURA, BANGALORE, KARNATAKA -560048

Item No. 01: To grant leave of absence to the Directors, if any.

Leave of absence may be granted to a member of the Board who conveys his/her inability to attend the meeting. The Board is requested to kindly consider and grant leave of absence to the Director(s) who request for the same.



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Item No. 02: To take note of Share Transfer, Share Transmission, Inter Share Transfer, Name Deletions, Consolidation, and Duplicate shares proceedings as reviewed by Stakeholders Relationship Committee.

The members of the Board are hereby informed that the Stakeholders Relationship Committee has reviewed and provided details regarding the request received for Share Transfers, Share Transmissions, Inter Share Transfers, Name Deletions, Consolidation, and Duplicate shares proceedings for the quarter ended June 30, 2024.

The members of the Board are requested to take note of the same.



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Item No. 03: To consider and take on record the Compliance Certificate from the Joint Managing Directors of the Company for the quarter ended June 30, 2024.

The members of the Board are hereby informed that the Company has complied with the statutory requirements for the quarter ended June 30, 2024 under the various legislations as are applicable to the Company.

A certificate received from the Ms. Urmi Nuthakki Prasad, Jt. Managing Director supported by the certificate from the General Manager, Mr. Pradeep Kumar shall be tabled before the Board for their consideration.

The members of the Board are requested to take note of the same



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Item No. 04: To review certificate issued by Chief Financial Officer (CFO) and Chief Executive Officer (CEO) pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for the quarter ended June 30, 2024.

The members of the Board are hereby informed that pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Ms. Charita Thakkar, CEO and Ms. Urmi N Prasad, CFO shall issue certificate, certifying that the Unaudited Financial Results for the quarter ended June 30, 2024 does not contain any false or misleading statement or figures and do not omit any material fact which may make the statements or figures contained therein misleading.

Such certificate shall be circulated to the members of the Board. The Board is requested to review and take note of the same.



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Item No. 05: To consider the recommendation of the Audit Committee and approve unaudited Financial Results along with Limited Review Report for the quarter ended June 30, 2024.

The members of the Board are hereby informed that pursuant to Regulation 33 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Board is required to consider and approve Unaudited Financial Results for the quarter ended June 30, 2024.

A draft of Unaudited Financial Results for the quarter ended June 30, 2024 along with the Limited Review Report as furnished by the Statutory Auditors of the Company as recommended by the Audit Committee shall be tabled before the Board of Directors for their consideration and approval.

The members of the Board are requested to pass the following resolution with or without modification(s):

“RESOLVED THAT the Unaudited Financial Results for the quarter ended June 30, 2024 along with Limited Review Report for the unaudited financial results as recommended by the Audit Committee and placed before the Board be and is hereby approved.

RESOLVED FURTHER THAT Ms. Urmi N. Prasad or Ms. Charita Thakkar, Joint Managing Directors of the Company be and are hereby jointly/severally authorized to sign such forms/returns, and various documents as may be required to be submitted to the Stock Exchange or such other authorities and to do all the acts, deeds and things which may be necessary to give effect to the above said resolution.”



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Item No.06: To take note of quarterly Compliances under SEBI (Listing Obligations and Disclosure Requirements), Regulations 2015 (Hereinafter referred to as 'SEBI (LODR) Regulations, 2015') for the quarter ended June 30, 2024.

The Board of Directors is informed that being a Listed entity, the Company has to comply with various provisions of SEBI (LODR) Regulations, 2015. The status of various intimations/certificates submitted with the Stock Exchange under SEBI (LODR) Regulations, 2015 for the quarter ended June 30, 2024.

| Sr. No. | Particulars | Due date | Quarterly Compliance Date | | | | | | | | |
|--|---|--|---------------------------|--|---|--|---|--|---|------------|------------|
| 1. | To take on record Investor Grievance Report under Regulation 13(3) of SEBI (LODR) Regulations, 2015 for the quarter ended June 30, 2024: <table border="1"><tr><td>No. of Complaints pending at the beginning of the quarter:</td><td>0</td></tr><tr><td>No. of complaints received during the quarter:</td><td>8</td></tr><tr><td>No. of complaints Solved during the quarter:</td><td>5</td></tr><tr><td>No. of complaints pending at the end of the quarter:</td><td>3</td></tr></table> | No. of Complaints pending at the beginning of the quarter: | 0 | No. of complaints received during the quarter: | 8 | No. of complaints Solved during the quarter: | 5 | No. of complaints pending at the end of the quarter: | 3 | 21-07-2024 | 20-07-2024 |
| No. of Complaints pending at the beginning of the quarter: | 0 | | | | | | | | | | |
| No. of complaints received during the quarter: | 8 | | | | | | | | | | |
| No. of complaints Solved during the quarter: | 5 | | | | | | | | | | |
| No. of complaints pending at the end of the quarter: | 3 | | | | | | | | | | |
| 2. | Certificate of Corporate Governance under Regulation 27 (2) for the quarter ended June 30, 2024. | 21-07-2024 | 11-07-2024 | | | | | | | | |
| 3. | Shareholding pattern under Regulation 31 of SEBI (LODR) Regulations, 2015 for the quarter ended June 30, 2024. | 21-07-2024 | 20-07-2024 | | | | | | | | |



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| | | | |
|----|--|------------|------------|
| 4. | Certificate under Regulation 74 (5) of the SEBI [Depositories and Participants] Regulations, 2018 for the Quarter ended June 30, 2024. | 15-07-2024 | 15-07-2024 |
| 5. | Reconciliation of Share Capital Audit Report under Regulation 76 of SEBI (Depository & Participant) Regulations, 2018 for the quarter ended June 30, 2024. | 30-07-2024 | 19-07-2024 |



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Item No. 07: To take note of the certificate received from Bigshare Services Private Limited, Registrar and Share Transfer Agent ('RTA') of the Company.

The Committee Members are hereby informed that SEBI had issued circular on strengthening the guidelines and raising industry standards for RTA, issuer companies and banker to an issue vide circular no SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 which mandates streamlining and strengthening the procedures and processes with regard to handling and maintenance of records, transfer of securities and payment of dividend/interest/redemption by the RTAs, issuer Company and Bankers to Issue.

The three broad areas covered under the circular are:

- (i) Provisions with respect to Payment of Dividend/interest/redemption;
- (ii) Provisions with respect to Transfer/Transmission/ Correction of errors etc.;
- (iii) Compulsory internal audit of RTAs.

Bigshare Services Private Limited had appointed **M/s Umesh Parameshwar Maskeri, Practicing Company Secretary**, to conduct the annual internal audit of the operations and systems security for the financial year 2023-24.

The annual internal report received from RTA along with Action taken Report on the same provided by BigShare Services Private Limited will be placed before the Board.

The Committee is requested to review and take note of the same.



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Item No. 08: Any other agenda with the permission of the Chair.

Any other agenda shall be taken in the meeting with the permission of the Chairperson and majority of the Directors present at the meeting.

In terms of Secretarial Standards-1 on Board Meetings, any item not included in the agenda may be taken up for consideration with the permission of the Chairperson and with the consent of majority of Directors present at the meeting.

For **Gujarat Petrosynthese Limited**

Sd/-

Sagar Pahariya

Company Secretary & Compliance Officer

Address: Ecstasy, 718, 7th Floor, City of Joy, J.S.D Road,
Mulund (W) Mumbai 400080

Date: August 1, 2024

Place: Mumbai