



Federation of Biscuit Manufacturers of India

PHD House, 4/2, Siri Institutional Area, August Kranti Marg, New Delhi - 110016
Tel : 011-26515137 (D); 26863801-04, 49545454, 49545400 Fax : 011-26855450
Email: kanchanzutshi@phdcci.in; Website: www.biscuitfederation.com

No. FB-AGM-
1st September 2022

ALL MEMBERS

72nd ANNUAL GENERAL MEETING

NOTICE is hereby given that the 72nd ("Seventy Second") Annual General Meeting ("AGM/ Meeting") of the Federation of Biscuit Manufacturers Association ("FBMI") will be held on Thursday, the 23rd of September, 2022 at 3.00PM at PHD House, 4/2, Sir Institutional Area, August Kranti Marg New Delhi- 110016 to transact the following business:

ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Statement of Accounts of the FBMI for the financial year ended 31st March, 2022, along with the Auditors' Report thereon and the Report of the Executive Committee.

For and on behalf of
Executive Committee of FBMI

(KANCHAN ZUTSHI)
SECRETARY

Add: PHD House, 4/2, Sir Institutional Area, August Kranti Marg New Delhi- 110016

Date: 1st September 2021
Place: New Delhi

NOTES:

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. Proxies in order to be effective, should be deposited at the Registered Office of the Company, duly completed and signed, not less than forty eight hours before the commencement of the Meeting. Proxy form submitted on behalf of the Companies, Societies etc., must be supported by an appropriate resolution/authority, as applicable. A Proxy Form is annexed to this Notice and marked as Annexure-A.
2. Corporate members intending to send their authorized representatives to attend the AGM are requested to send a certified true copy of the Board Resolution to the Company authorizing their representative to attend and vote on their behalf at the AGM.
3. Members/proxies/authorized representatives are requested to bring the attendance slips ((attached herewith and marked as an Annexure-B) duly filed in for attending the AGM.
4. All the documents referred to in the accompanying notice will be open for inspection by the members at the Registered Office of the FBMI on all working days between 10.00 a.m. to 5.00 p.m. up to the date of the AGM and shall also be available during the AGM.
5. The Annual Report together with the Notice of the AGM for the financial year 2021-22 will be available on the website of the FBMI at www.biscuitfederation.com
6. The Register of Directors and Key Managerial Personnel and their shareholding, maintained u/s 170 of the Companies Act, 2013 and Register of Contracts or Arrangements in which Directors are interested maintained u/s 189 of the Companies Act, 2013 will be available for inspection by the members allowed during business hours at registered office.
7. Election of Members of the Executive committee of the FBMI and result of the same shall be declared at this AGM.

For and on behalf of
Executive Committee of FBMI



(KANCHAN ZUTSHI)
SECRETARY

Add: PHD House, 4/2, Sir Institutional Area,
August Kranti Marg New Delhi- 110016

Date:
Place: New Delhi

ANNEXURE-A

Form No. MGT-11

Proxy form

CIN: U85300DL1950NPL318839

Name of the Company: FEDERATION OF BISCUIT MANUFACTURERS OF INDIA

Registered office: PHD HOUSE, 4/2 SIRI INSTITUTIONAL AREA, AUGUST KRANTI MARG NEW DELHI DL 110016 IN

Name of the Member	
Registered Address	
E-mail Id	
Folio No.	

I/We, being the member (s) of shares of the above named company, hereby appoint

1. Name:

Address:

E-mail Id:

Signature:....., or failing him

2. Name:

Address:

E-mail Id:

Signature:....., or failing him

3. Name:

Address:

E-mail Id:

Signature:....., or failing him

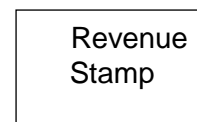
as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 72nd Annual General Meeting of the FBMI, to be held on the 23rd day of September, 2022 at 03.00 P.M. at **PHD House**, 4/2,Sir Institutional Area, August Kranti Marg New Delhi- 110016 and at any adjournment thereof in respect of resolution indicated below:

1. Adoption of Audited Statements of Accounts for the year ended 31st March, 2022

Signed this..... day of..... 2022

Signature of shareholder

Signature of Proxy holder(s)



Note: This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the FBMI, not less than 48 hours before the commencement of the Meeting.

ANNEXURE-B

CIN: U85300DL1950NPL318839

Name of the Company: FEDERATION OF BISCUIT MANUFACTURERS OF INDIA

Registered office: PHD HOUSE, 4/2 SIRI INSTITUTIONAL AREA, AUGUST KRANTI MARG NEW DELHI DL 110016 IN

ATTENDANCE SLIP

Name of the Member	
Registered Address	
E-mail Id	
Folio No.	

I hereby record my presence at the 72nd Annual General Meeting of the FBMI, to be held on the 23rd day of September, 2022 at 03.00 P.M. at PHD House, 4/2, Sir Institutional Area, August Kranti Marg New Delhi- 110016

Signature of member/ Authorised Representative