

October 1, 2024

To,  
Listing Compliance Department  
**National Stock Exchange of India Limited**  
Exchange Plaza, Bandra Kurla Complex,  
Bandra (E), Mumbai – 400051, Maharashtra, India.

**Company Symbol:** KHFM (Series: SM)

**Subject: Summary of Proceedings of 18th Annual General Meeting of the Company held on Monday, September 30, 2024**

Dear Sir/Madam,

The 18th Annual General Meeting (AGM) of the Company was held on **Monday, September 30, 2024 at 4.00 P.M. (IST)** through Video Conference ('VC')/Other Audio Visual Means ('OVAM') to transact the business as stated in the AGM Notice dated September 06, 2024 ('Notice') convening the 18<sup>th</sup> AGM.

In this regard, we are enclosing herewith Summary of the proceedings of the AGM of the Company as required under Regulation 30 read with Part A of Schedule III of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('Listing Regulations')..

The Voting result along with the Scrutinizer's Report is available on the Company's website at [www.khfm.in](http://www.khfm.in).

This is for your information and records.

For and Behalf of

**KHFM Hospitality and Facility Management Services Limited**

RAVINDRA MALINGA HEGDE  
Digitally signed by  
RAVINDRA  
MALINGA HEGDE  
Date: 2024.10.01  
12:22:33 +05'30'

**Ravindra Hegde**  
**Managing Director**  
**DIN: 01821002**

Encl. as above

## **SUMMARY OF PROCEEDINGS OF THE 18<sup>TH</sup> ANNUAL GENERAL MEETING OF THE MEMBERS OF KHFM HOSPITALITY AND FACILITY MANAGEMENT SERVICES LIMITED HELD ON MONDAY 30<sup>TH</sup> SEPTEMBER, 2024**

The 18<sup>th</sup> Annual General Meeting of Members of KHFM Hospitality and Facility Management Services Limited was held on September 30, 2024 through Video Conference ('VC')/Other Audio Visual Means ('OVAM') to transact the business as stated in the AGM Notice dated September 06, 2024 ('Notice'). The Meeting commenced at 4:00 p.m. (IST) and concluded at 4:20 p.m. (IST).

Mr. Akash Bate, Company Secretary, on behalf of the Company, extended a warm welcome to all the Shareholders, Members of the Board and briefed them on certain points relating to the participation at the Meeting through VC.

He informed about the presence of

- Mr. Ravindra Hegde – Managing Director
- Mrs. Sujata Hegde – Executive Director
- Mr. Saurav Hegde – Executive Director
- Mr. Kapildeo Agrawal – Independent Director
- Mr. Prabhakar Patil – Independent Director
- Mr. Rohit Teli,- Partner of YRDAJ & Associates LLP, Statutory Auditor
- Mr. Manish Mishra – Secretarial Auditor and Scrutinizer

The Company Secretary then requested the Chairman to take over the proceedings.

Mr. Ravindra Hegde, the Chairman of the Meeting welcomed the members to the meeting and briefed them on the details relating to their participation at the Meeting through audio visual means. After ascertaining that the requisite quorum was present, he declared the meeting to order. A total of 12 members were present for the Annual General Meeting.

The Notice dated September 06, 2024, convening this Annual General Meeting and a Copy of the Annual Report for the Financial Year ended March 31, 2024, having been already circulated electronically to the Members of the Company were taken as read.

The Chairman informed that the Auditors Report on the Standalone and Consolidated Financial Statements of the Company for the year ended March 31, 2024, do not contain any Qualification, Observation or Comments on financial transactions or matters, which have any adverse effect on the functioning of the Company. The Auditor's report were taken as read as per the provisions of Section 145 of the Companies Act, 2013.

The Chairman then delivered his formal address by thanking all the shareholders for growth in respect of the both turnover and profits for the Financial Year 2023-24 and also about the future prospects of the Company.

After conclusion of the speech, the members were informed that pursuant to the provisions of Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, The Company had taken the requisite steps to enable Members to participate and vote on the items being considered at the AGM.

Then, the Company Secretary informed that the Members, who were present at the AGM but had not cast their votes earlier through remote e-voting, may cast their vote during the AGM and explained the process of e-voting on the Resolutions during the meeting through the Bigshare e-voting website. He further informed that Mr. Manishkumar Mishra (Membership No. 41066) of M/s Mishra & Associates, Practicing Company Secretaries was appointed as the Scrutinizer by the Board to scrutinize the remote e-voting process prior to and during the AGM in a fair and transparent manner.

Further, He then informed that the facility for voting through electronic voting system is now open at the Annual General Meeting for Members who are present and who did not cast their vote earlier. He requested the members who have already cast their vote by remote e-voting not to cast their vote again as their vote will be treated as invalid and that the voting will close 15 minutes after the close of all business.

The Chairman then invited the Members to express their views, ask questions and seek clarifications relating to the accounts or any other item of business laid out in the Notice of Annual General Meeting. No questions were raised by any member.

Upon completion of the Q&A Session, the meeting declared as closed.

In terms of the Notice dated September 06, 2024 convening the 18<sup>th</sup> Annual General Meeting of the Company, the following businesses were transacted at the Meeting through remote E-voting:

#### **ORDINARY BUSINESS:**

1. To consider and adopt: (a) the audited standalone financial statement of the Company for the financial year ended March 31, 2024, the reports of Statutory Auditor thereon; and (b) the audited consolidated financial statement of the Company for the financial year ended March 31, 2024 and report of Statutory Auditor thereon, and in this regard
2. To declare a final dividend Rs. 0.50/- (Fifty Paise Only) per Equity Share for the Financial Year 2023- 2024 as recommended by the Board of Directors.
3. To approve re-appointment of Mr. Saurav Ravindra Hegde (DIN: 08116567), who retires by rotation and being eligible, offers himself for re-appointment.



ISO 9001 : 2008  
ISO 14001 : 2004  
OHSAS 18001 : 2007

Hospitality & Facility Management Services

CIN : L74930MH2006PLC159290

## OUR SERVICES :

- + Housekeeping Mgmt.
- + Guest House Mgmt.
- + Property Mgmt.
- + Pest Control Mgmt.
- + Front Office Mgmt.
- + Gardening Mgmt.
- + Building Maintenance Mgmt.
- + Catering / Pantry Mgmt.

**"YOUR IMAGE IS OUR BUSINESS"**

### SPECIAL BUSINESS:

4. To approve appointment of Statutory Auditor to fill the Casual Vacancy.

5. To approve the Appointment of Statutory Auditor for the period of Five (5) Years

This is for your information and records.

Thanking you,

For and Behalf of

**KHFM HOSPITALITY AND FACILITY MANAGEMENT SERVICES LIMITED**

RAVINDRA MALINGA HEGDE  
Digitally signed by  
RAVINDRA  
MALINGA HEGDE  
Date: 2024.10.01  
12:23:12 +05'30'

**Ravindra Hegde**  
**Managing Director**  
**DIN: 01821002**

**Place: Mumbai**

**KHFM Hospitality & Facility Management Services Ltd.**

**REGD. OFFICE : 01, "NIRMA PLAZA, MAKHWANA ROAD, MAROL NAKA, ANDHERI (E), MUMBAI - 400 059.**

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