



## Saurabh Basu

ACS, ACMA, MBA (Fin)  
Practising Company Secretary  
Insolvency Professional

## S BASU & ASSOCIATES

Company Secretaries  
Code No.- S2017WB456500  
10/6/2 Raja Rammohan Roy Road,  
3<sup>rd</sup> Floor, Kolkata - 700008

The Board of Directors,  
INDUSS FOOD PRODUCTS & EQUIPMENTS LIMITED,  
238B A J C Bose Road ,Kolkata 700020

### SECRETARIAL AUDIT REPORT ON CAPITAL RECONCILIATION QUARTER ENDED 31<sup>st</sup> MARCH 2020

CIN: L35204WB1987PLC031664

Authorized Capital:Rs.2,00,00,000/-

We have examined the Registers of Members, beneficiary details furnished by the Depositories and other records/documents maintained by Induss Food Products & Equipments Limited (the company) having its Registered Office at 238B A J C Bose Road , Kolkata 700020 and its Registrar and Share Transfer Agent, **Niche Technologies Pvt. Ltd. 3A , Auckland Place ,7<sup>th</sup> Floor, Room No 7A & 7B , Kolkata- 700 017**, for issuing this certificate, in accordance with circular no. D&CC/FITTC/CIR-16/2002 dated 31<sup>st</sup> December, 2002 issued by the Securities Exchange & Board of India of India (as per regulation 55A of the SEBI (Depositories and Participants) Regulations, 1996).

In our opinion and to the best of our knowledge and according to the information and explanation given to us by the RTA and based on such verification as considered necessary, We certify that:

1. That the total equity shares held in NSDL, CDSL and in physical form tally with the issued / paid-up capital as per details given in Format annexed thereto.
2. That the Register of members was updated.
3. That as reported by RTA dematerialization requests received during the quarter ended 31<sup>st</sup> March ,2020 have been confirmed within 21 days from the date of receipt and there were no requests pending beyond 21 days.
4. That there was no change in the capital of the company during the quarter ended 31<sup>st</sup> March 2020.
5. That the company has appointed common agency for its share registry work.

S Basu & Associates  
Company Secretaries



Place: Kolkata

Date: 12.05.2020

Membership No. ACS18866 CP No: 14347  
UDIN :A018686E000229182



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### RECONCILIATION OF SHARE CAPITAL AUDIT (Separate for each ISIN)

1. For Quarter Ended   
(As per regulation 55A of the SEBI (Depositories and Participants) Regulations, 1996)
2. ISIN :
3. Face Value :
4. Name of the company
5. Registered Office Address
6. Correspondence Address
7. Telephone & Fax Nos.
8. E.Mail Address
9. Names of the Stock Exchanges where the company's securities are listed:

	Number of shares	% of Total Issued Capital
10. Issued Capital	8,50,000	100%
11. Listed Capital The Calcutta Stock Exchange Ltd,	8,50,000	100%
As per company records		





12.Held in dematerialized form in CDSL	6,23,750	73.38%
13.Held in dematerialized form in NSDL	-----	-----
14. Physical	2,26,250	26.62%
15. Total Number of shares(12+13+14)	8,50,000	100.00%

16. Reasons for difference if any, between (10 & 11), (10 & 15), (11 & 15):

17. Certifying the details of changes in share capital during the quarter under consideration as per table below:

Particulars*	No. of shares	Applied / Not Applied for listing	Listed on Stock Exchanges (Specify names)	whether intimated to CDSL	Whether intimated to NSDL	In principal approval pending for stock exchange (specify names)
NIL	None	None	NA	NA	NA	NA

Rights, Bonus Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital, Reduction, Forfeiture, Any other ( to Specify)

18. Register of members is updated (Yes / No)
19. Reference of previous quarter with regards to excess dematerialized shares, if any
20. Has the company resolved the matter mentioned in point no. 19 above in the current quarter? If not, Reason why?



21. Mentioned the total no. of requests, if any, confirmed after 21 days and the total no. of requests pending beyond 21 days with the reasons for delay:

Total No. of demat requests	No. of requests	No. of shares	Reasons for delay
Confirmed after 21 Days	None	Nil	N. A.
Pending for more than 21 days	None	Nil	N. A.

22. Name, Telephone & Fax No. of Compliance Officer of the company

Mr Narendra N.Mandal  
033 2287-1962

23. Name, Address, Tel.& Fax No. Registration no. of certifying C.S.

CS Saurabh Basu  
Practicing Company Secretary  
S Basu & Associates  
10/6/2, Raja Rammohan Roy Road  
Telephone No: 9830063501  
Email: [zbasu@rediffmail.com](mailto:zbasu@rediffmail.com)  
Mem. NoACS18686 CP No: 14347

24. Appointment for common agency for share Registry work, if yes (name & address)

Niche Technologies Pvt Ltd.,3A,  
Auckland Place,7<sup>th</sup> Floor, Room  
No 7A & 7B, Kolkata -700017

25. Any other details that the CS may like to provide (e.g.BIFR Company, de-listing from Stock Exchange, company changed its name etc.)

N.A.

Place: Kolkata  
Date:12.05.2020

**S Basu & Associates**  
**Company Secretaries**



Membership No. ACS18686 CP No: 14347  
UDIN : A018686B000229182