



DEHRA DUN CLUB

15, RB UGRASEN ROAD, DEHRA DUN. 248 001

Phones: 0135 2656660, 7505775750

CIN - U91110UR1957NPL000040

www.dehradunclub.com, email: secretary@doonclub.com

NOTICE OF 123rd ANNUAL GENERAL MEETING (AGM)

Notice is hereby given that the 123rd Annual General Meeting of the Members of Dehra Dun Club will be convened at 15, RB, Ugrasen Road, Dehradun, Uttarakhand 248001 on Saturday, 29th day of June 2024 at 5.00 PM to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Balance Sheet and Statement of Income and Expenditure Account of the company for the financial year ended 31st March' 2024 together with the annual report of the committee and the Auditor thereon and in this regard consider and if thought fit to pass the following resolution as an Ordinary Resolution:
2. To appointment M/s Dang & Company, Chartered Accountants, Dehradun having firm's registration no. 019904C as the Statutory Auditor from the conclusion of this 123rd Annual General Meeting, till the conclusion of 124th Annual General Meeting and fix the remuneration of Statutory Auditors for the financial year 2024-2025.
3. Resolution(s) for the election for the post of President of the club to serve on the Managing Committee for the period 2024-2025 to replace retiring President.
4. Resolution(s) for the election for the post of members of the club to serve on the Managing Committee for the period 2024-2025 to replace retiring members.

NOTES:

- 1) The agenda of the meeting has already been sent to the members by either email or post. The members can also refer to the agenda and Notice of AGM which is being uploaded on the website of the Club www.dehradunclub.com.
- 2) In line with the Ministry of Corporate Affairs (MCA) Circulars, the Notice calling the AGM is being uploaded on the website of the Company at www.dehradunclub.com. The Notice will also be available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. www.evoting.nsdl.com.
- 3) Consent dated 23.05.2024 has been received from M/s Dang & Company, Chartered Accountants 30, Tyagi Road, Dehra Dun as Statutory Auditor for financial year ending 31.03.2025.
- 4) Documents namely Audited financial statement of the company for the financial year ended 31st March' 2024 together with the annual report of the committee and the Auditor thereon is being served to all the members along with this notice.
- 5) The documents relating to the above-mentioned business is available for inspection till Friday, 21st day of June'2024 on all working days at the registered office of the company from 11:00 AM to 06:00 PM.

6) Voting through electronic means (E-voting):

Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and the Circulars issued by the Ministry of Corporate Affairs the Company is providing facility of remote E-Voting to its Members in respect of the business to be transacted at the 123rd AGM. For this purpose, the Company has entered into an agreement with National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency. For the remote E-Voting the Company has entered into Bipartite Agreement with National Securities Depository Limited (NSDL).

7) Business shall be transacted through Remote Voting by Electronic Means (E-Voting) under the Bipartite Agreement with National Securities Depository Limited (NSDL).

THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING ARE AS UNDER: -

- The remote e-voting period begins on 26th Day of June, 2024, Wednesday at 9:00 a.m. and ends on 28th Day of June, 2024, Friday at 5:00 p.m.
- The Permanent Members, whose names appear in the Register of Members as on the record date (cut-off date) i.e., 4th June, 2024, may cast their vote electronically through remote e-voting system OR by ballot paper voting system at AGM.

How do I vote electronically using NSDL Remote e-Voting system?

- I. NSDL will send User id and password at your registered email id and Mobile Number provided the Member has registered his/her updated email id and mobile number with the company up-till 5:00 PM on Friday, 14th June, 2024.
- II. Once you receive email from NSDL, to obtain user id and password, open the attached PDF file viz.: "e-voting.pdf" with your Membership No. as Password.
Note: Membership number should be alphanumeric only, it should not contain any special characters like (-,/: etc). for example, if membership number is P-0333 then use P0333 to open attached PDF file.
- III. You will also receive User ID and password through SMS at your mobile number if mobile number is registered with Dehra Dun Club.
- IV. The procedure for the conduct of e-voting will be as under:
 - a. Please visit NSDL website and open the web browser by typing the following URL <https://www.evoting.nsdl.com>.
 - b. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder / Member' section.
- V. Click on Login button at Shareholder/ Member tab. The system will prompt you enter your user id. Insert the User ID received in E-mail/SMS and opt for any one of the two Login Types available (namely Password or OTP) and proceed as follows for each-
 - a. **Password-** Insert the User-id and the password provided by NSDL in the E-mail/SMS. Insert the verification code, Password (as in email) and agree to all terms and conditions. The system will prompt for resetting of the Password (one time) to a Password of your own choice (your new password must contain (minimum one Capital, one Special character & one numeric) minimum of 8 digits). After you change the Password, and re-login using the new Password the default page of NSDL E-Voting will be displayed.
 - b. **One Time Password (OTP) -** Insert the User-id and if the OTP option is selected, Insert Verification Code and agree to all terms and conditions. NSDL system will

automatically send a One Time Password (OTP) on your registered mobile number and/or E-mail id. Post insertion of the correct OTP, the member will be prompted to the NSDL E-Voting page.

- VI. After successful login, at the home page of e-voting you will be able to see EVEN.
 - VII. Select "EVEN" to cast the vote.
 - VIII. Now you are ready for e-Voting as the Voting page opens.
 - IX. Cast your vote by selecting appropriate options for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
 - X. Upon confirmation, the message "Vote cast successfully" will be displayed.
 - XI. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.
 - XII. It is strongly recommended not to share your password and OTP for E-Voting with any other person and take utmost care to keep your password and OTP for E-Voting confidential.**
 - XIII. Remote e-voting shall not be allowed beyond the said date and time.
 - XIV. In case you face any problems/experience any difficulty please feel free to contact 022 - 4886 7000 and 022 - 2499 7000 or contact on email id evoting@nsdl.co.in.
- 8) The facility for voting through Ballot Paper System shall also be made available at the Annual General Meeting at 15, RB, Ugrasen Road, Dehradun, Uttarakhand 248001 on 29th Day of June, 2024, Saturday between 6.00 PM to 9.00 PM and permanent members of the Company as on cut-off date i.e., 4th June, 2024, attending the meeting who have not already cast their vote by REMOTE E-VOTING SYSTEM shall be able to exercise their voting right at the meeting.**
- 9) THE INSTRUCTIONS FOR MEMBERS FOR VOTING BY BALLOT PAPER ON THE DAY OF THE AGM ARE AS UNDER: -**
- a. The AGM will start at 5:00 PM sharp in the evening and likely to end at 6.00 PM in the evening.
 - b. That, after conclusion of the AGM the committee or any authorized person may address the members/house and formally initiate the ballot paper voting system.
 - c. That, for voting the member has to receive the No Dues Clearance Receipt from the Club counter established at the entry point of meeting area.
 - d. That slip shall be verified by the election officer's team at the entry of voting area.
 - e. That, after verification/checking the election officer's team will allow the respected member to enter in the voting area.
 - f. That, after entrance of the respected member; the election officer's team will issue the ballot paper to the member for voting.
 - g. After voting kindly drop the ballot paper in the Ballot box.
 - h. After voting the respected member may kindly leave the room from the exit gate.
 - i. That it is mandatory to collect the no dues clearance receipt from the counter before 8:30 PM, after which the counter will not provide the receipt.
 - j. Only eligible voters, election team and the scrutinizer will be allowed in the voting area. Strict actions will be initiated by the Club against any other person who enter in the voting area without permission of election officer.
- 10) The Members who have cast their vote by remote e-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.**
- 11) Mr. Sankalp Chaturvedi, Advocate has been appointed by the managing committee of the Company, as the Scrutinizer to scrutinize the voting at AGM and the remote e-voting**

process in a fair and transparent manner. Mobile no. 8923348918 email ID chaturvedisankalp94@gmail.co

- 12) The President shall, at the general meeting, at the end of the discussion on the resolutions on which voting is to be held, allow voting, with the assistance of the scrutinizer, by using the ballot paper voting system for all those members who are present at the AGM but not have cast their vote by availing the remote e-voting system.
- 13) The Scrutinizer shall, after the conclusion of voting at the AGM, first count the votes cast during the Meeting and, thereafter, unblock the votes cast through remote e-Voting, in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three working days from the conclusion of the AGM, a Consolidated Scrutinizer's Report of the total votes cast in favor or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
- 14) The Results declared, along-with the Scrutinizer's Report, shall be placed on the Company's website www.dehradunclub.com and on the website of NSDL and the results shall also be displayed on the notice board at the Registered Office of the Company, immediately after the declaration of the result by the President or a person authorized by him in writing.
- 15) Form for obtaining the Consent for willingness to serve on the managing committee for the year 2024-2025 is annexed herein. The Consent Form can be submitted physically to the Secretary on any working day before 5.00 PM Friday 14th June'2024, except Sunday, between 10.00 AM to 5.00 PM. Alternatively, a scanned copy of the same duly signed can be sent at email secretary@doonclub.com for which you may also download the form the company's website i.e., www.dehradunclub.com Last date for withdrawal of Consent Wednesday 19th June'2024 till 5.00 PM.
- 16) **Club rules for contesting for membership:**
 - Rule 1.** For contesting for Membership of the Committee a Permanent Member should have minimum of 10 (Ten) years standing in the Club as Member at the close of Calendar year. He / She should not have been a defaulter / suspended at any time during the last 5 (five) years. **(See Article 45 of AOA of the Club).**
 - Rule 2.** For contesting the election of the President, he/she should also have been a Member of the Managing Committee for at least 2 (Two) complete terms. **(See Article 45 of AOA of the Club).**
 - Rule 3.** No member shall be entitled to be elected to the Managing Committee, nor entitled to propose or second a candidate for permanent membership, or as his/her nominee for election to the Managing Committee nor entitled to vote at coming Annual General Meeting or any Extraordinary General Meeting if any Club bill is due from him/her for over 15 days from the date of posting by the Club. **(See Article 63 of AOA of the Club).**
- 17) Members who are willing to serve on the Managing committee for the year 2024-25 must clear their outstanding club bills raised till April'2024 before filing the nomination.
- 18) Mr. Rajeev Nangia, M. No. 0012 has been appointed by the Managing Committee as the Chief Election Officer.
- 19) Any query in respect to agendas shall be entertained in writing by mail or in hard copy till Friday, 21st Day of June, 2024.
- 20) The copy of agenda and documents relating to the above-mentioned business if any, which is to be considered at the meeting, can be inspected by the members of the club till Friday, 21st day of June'2024 on all working days at 15 RB, Ugrasen Road, Dehradun, Uttarakhand from 11:00 AM to 06:00 PM.

- 21) For casting vote (through Remote E-voting) kindly clear the payment of all outstanding club bills raised till April,2024 on or before 5:00 PM 15th Day of June, 2024, Saturday.
- 22) For casting vote (through ballot paper at the EOGM) kindly clear the payment of all outstanding club bills raised till April, 2024 on or before 29th Day of June, 2024 Saturday before 8:30 PM.
- 23) For better understanding all important dates in respect to the AGM are mentioned herein below in the tabular format.

| Important Dates to the AGM on Saturday 29th Day of June'2024 | | | |
|--|--|---------------------------------------|------------------------|
| <i>Sr</i> | <i>Particulars</i> | <i>Day/Date</i> | <i>Time</i> |
| 1 | Last date of filing of Nominations | Friday, 14 th June'2024 | 05:00 PM |
| 2 | Last date of Withdrawal | Wednesday, 19 th June'2024 | 05:00 PM |
| 3 | Last date/time of submitting valid DIN | Wednesday, 19 th June'2024 | 05:00 PM |
| 4 | Last date of clearance of dues up-to Bill of April'2024 - | | |
| a) | Candidates | Before filing the nomination | |
| b) | Members to be eligible for Remote E-Voting | Saturday, 15 th June'2024 | On or before 05:00 PM |
| c) | Members to be eligible for Paper Ballot Vote | Saturday, 29 th June'2024 | On or before 08:30 PM. |
| 5 | Remote E-Voting begins | Wednesday, 26 th June'2024 | 09:00 AM. |
| 6 | Remote E-Voting ends | Friday, 28 th June'2024 | 05:00 PM. |
| 7 | AGM called to Order | Saturday, 29 th June'2024 | 05.00 PM |
| 8 | Paper Ballot Voting begins | Saturday, 29 th June'2024 | 06.00 PM |
| 9 | Paper Ballot Voting ends | Saturday, 29 th June'2024 | 09.00 PM |

For and on behalf of the Managing Committee,

Ajai Kumar Garg
Asstt. Secretary
Dehra Dun Club

Date: 04/06/2024
Place: Dehradun



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15, RB UGRASEN ROAD, DEHRA DUN. 248 001

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Your kind Attention to the Club Rules

Rule 1. For contesting for Membership of the Committee a Permanent Member should have minimum of 10 (Ten) years standing in the Club as Member at the close of the Calendar year. He / She should not have been a defaulter / suspended at any time during the last 5 (five) years. (See Article 45 of AOA of the Club).

Rule 2. For contesting the election of the President, he/she should also have been a Member of the Managing Committee for at least 2 (Two) complete terms. (See Article 45 of AOA of the Club).

Rule 3. No member shall be entitled to be elected to the Managing Committee, nor entitled to propose or second a candidate for permanent membership, or as his/her nominee for election to the Managing Committee nor entitled to vote at coming Annual General Meeting or any Extraordinary General Meeting if any Club bill is due from him/her for over 15 days from the date of posting by the Club. (See the Article 63 of AOA of the Club).

Note: i. Members who are willing to serve on the Managing committee for the year 2024-25 must clear their outstanding club bills raised till April,2024 before filing the nomination.

ii. For casting vote (through Remote E-voting) kindly clear the payment of all outstanding club bills raised till April,2024 on or before 05:00 PM 15th Day of June, 2024, Saturday.

For casting vote (through ballot paper at the AGM) kindly clear the payment of all outstanding club bills raised till April,2024 on or before 29th Day of June, 2024, Saturday before 08:30 PM.

In case if any member failed to clear his/ her dues towards the outstanding bills and who has not casted his/her vote by remote e-voting prior to the meeting, may also allow to cast his/her vote at AGM through ballot paper after issuance of no due's clearance receipt by the club.

For and on behalf of the Managing Committee

Ajai Kumar Garg
Assistant Secretary
Dehra Dun Club

CONSENT FOR WILLINGNESS TO SERVE ON THE MANAGING COMMITTEE FOR THE YEAR 2024 – 2025

Your consent of willingness to serve on the Managing Committee of Dehra Dun Club, Dehra Dun for year 2024-2025, must reach the Club Office by 05:00 PM Friday, 14th Day of June, 2024. Last date for withdrawal 19th Day of June, 2024, Wednesday, till 05:00 PM.

The Consent Form can be submitted physically to the Secretary on any working day, except Sunday, between 10.00 AM and 05.00 PM. Alternatively a scanned copy of the same duly signed can be sent by email at secretary@doonclub.com for which you may download the form from www.dehradunclub.com

1. Name of Member (in Capital Letters)
2. Name of Father/Husband (in Capital Letters)
3. Residential Address.....
4. Permanent Membership No..... Date..... /..... / 2024, Time.....
5. Occupation.....
6. Date of Birth.....
7. Willing to serve as **President / Member** of the Managing Committee – please tick one.
8. DIN no.....
9. I, hereby give my consent to act as Director of Dehra Dun Club pursuant to section 152 of the Companies Act, 2013 and applicable rules if any, and certify that I am not disqualified from becoming a director under the Companies Act, 2013.

Note: DIN Number is mandatory for contesting the elections for the post of president and committee member. Without valid DIN nomination form will be accepted provisionally. However, the member must provide the valid DIN on or before 05:00 PM on 19th Day of June, 2024, Wednesday; otherwise, the form shall be treated as rejected.

Date: Time:

Place:

Attachments: Copy of DIN

Proof of identity: Copy of Aadhar Card with address

Signature of Member

Proposer's Name..... Seconder's Name.....

Membership No..... Membership No.....

Signatures..... Signatures.....