



Date: 09.09.2022

To,
The Members of ASSOCHAM

NOTICE OF 102ND ANNUAL GENERAL MEETING

Notice is hereby given that the 102nd Annual General Meeting of the Associated Chambers of Commerce and Industry of India shall be convened at **on 29th September 2022 (Thursday) at 11.00 AM through Video-conferencing or other Audio-Visual mode hosted at New Delhi - 110001** to transact the following business:

ORDINARY BUSINESS ITEMS:

1. To consider and if thought fit, to pass with or without modification(s), the following Ordinary Resolution:

"RESOLVED THAT (i) the Annual Audited Financial Statement as on 31st March 2022 and the Income and Expenditure Account for the year ended 31st March 2022; (ii) the Report of the Managing Committee for the year ended 31st March 2022 and (iii) the Report of the Auditors' on the accounts there on placed before the meeting be and are hereby adopted." **[Click the Links (i), (ii) & (iii)]**

2. (i) To consider and approve election of Ordinary Members only under the category of "Gross Turnover upto INR 10 Crores" and "Professional Members" in the Managing Committee.
(ii) To consider and approve Ordinary member categories other than mentioned above, nominations received are lesser than the seats available and all members be approved for the new Managing Committee.

3. To consider and approve the names of nominees of Promoter Chambers.

A copy of Managing Committee Report along with Audit Report and Audited Financial Statements is attached as link of Item No. 1 of the Agenda Items.

By the order of the Managing Committee of ASSOCHAM

(Kuntal Kar)

Company Secretary

ACS - 16927

Date: 09th September 2022

Place: New Delhi

ASSOCHAM
Celebrating 101 Years
NOTES FOR MEMBERS' ATTENTION

1. Members intending to send their authorized representatives to attend the Meeting are requested to send a certified copy of the Board Resolution to ASSOCHAM authorizing their authorized representative to attend and vote on their behalf at the Meeting.
2. THE MINISTRY OF CORPORATE AFFAIRS ("MCA") VIDE ITS GENERAL CIRCULAR NO. 14/2020 DATED APRIL 08, 2020, GENERAL CIRCULAR NO.17/2020 DATED APRIL 13, 2020, GENERAL CIRCULAR NO. 22/2020 DATED JUNE 15, 2020 GENERAL CIRCULAR NO. 33/2020 DATED SEPTEMBER 28, 2020, GENERAL CIRCULAR NO. 39/2020 DATED DECEMBER 31, 2020, GENERAL CIRCULAR NO. 10/2021 DATED JUNE 23, 2021, GENERAL CIRCULAR NO. 20/2021 DATED DECEMBER 08, 2021 AND GENERAL CIRCULAR NO. 03/2022 DATED MAY 05, 2022 (COLLECTIVELY REFERRED AS "**MCA CIRCULARS**") PERMITTED THE HOLDING OF THE ANNUAL GENERAL MEETING ("AGM") THROUGH VC / OAVM WITHOUT THE PHYSICAL PRESENCE OF THE MEMBERS AT A COMMON VENUE. In Compliance with the provisions of the Companies Act, 2013 ("Act") and MCA Circulars, this AGM of The Associated Chambers of Commerce and Industry of India is being held through Video Conferencing (VC)/Other Audio-Visual Means (OAVM). The deemed venue for the AGM shall be the Registered Office of The Associated Chambers of Commerce and Industry of India in terms of provision of Act. The framework prescribed by MCA in said circulars would be available to the Members for effective participation in following manner:
 - a. The Associated Chambers of Commerce and Industry of India is convening its AGM through VC/OAVM and no physical presence of Members, directors, auditors and other eligible persons shall be required at a common venue.
 - b. In view of the relaxation provided by MCA vide MCA Circulars, Notice of the AGM along explanatory statement (collectively referred to as 'Notice') is being sent only through email to all Members as on 31st August 2022 on their registered email id with the Company and no physical copy of the same would be dispatched.
 - c. The Members who have not yet registered their e-mail ids with the Company or wishes to update their registered email id, may send request for the same by writing to Mr. Kuntal Kar, Company Secretary at (kuntal.kar@assocham.com) or call on +91-(9899096690) for any assistance.
 - d. The Associated Chambers of Commerce and Industry of India is providing two-way teleconferencing facility for the ease of participation of the Members. The link for joining the Meeting would be shared with all the Members, Directors, and Auditors at their registered email- id.



- e. Members and Participants to whom this notice is being circulated, are allowed to submit their questions 48 hours in advance from their registered email address, to reach the Company's email address (kuntal.kar@assocham.com). Such questions by the participants shall be taken up during the Meeting and replied by the Company suitably.
 - f. Members, Directors, Auditors and other eligible persons to whom this notice is being circulated may join the AGM 10 minutes before the scheduled time till the expiry of 5 minutes after the scheduled time.
 - g. Members shall cast their vote by poll on the resolutions as set out in notice through remote e-voting process conducted by ASSOCHAM through NSDL being send to the member's registered email ID/(s). The Managing Committee has appointed an Independent Scrutiniser who are authorized by the Chairman for the purpose of scrutinizing the voting process in a fair and transparent manner, who shall submit their report to the Chairman of the AGM.
 - h. Members attending the Meeting through Video Conferencing are required to mark their attendance by mentioning their names during the AGM and by showing their identity proofs for ensuring the attendance.
 - i. In case any assistance is required, before or during the Meeting, with using the technology or in accessing the Meeting, the Members may write to Mr. (Harinder Saini), IT Head at (harinder.saini@assocham.com) or call on +91- (99716-46365).
3. Pursuant to the provisions of the Act, a member entitled to attend and vote at the Meeting is entitled to appoint another person as a proxy to attend and vote at the Meeting instead of him/herself and such proxy need not be a member of the Company. Since this AGM is being held through VC/OAVM, pursuant to the MCA circulars, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for this AGM and hence the proxy form and attendance slips are not annexed to this notice
4. Since, the AGM will be held through VC/OAVM, the route map of the venue of the Meeting is not annexed hereto.
5. Corporate Members intending to send their authorized representatives to attend the Meeting are requested to send a duly certified copy of the Board Resolution, pursuant to Section 113 of the Companies Act, 2013 along with any identity proof of its authorized representative to attend and vote at the AGM. The said resolution can be sent to the Registered Office of the Company situated at 4th Floor, YMCA Cultural Centre & Library Building, 1 Jai Singh Road, New Delhi - 110001 or by e-mail to Mr. (Kuntal Kar, Company Secretary) of the Company at (kuntal.kar@assocham.com).
6. Members attending the AGM through VC / OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.



7. The documents referred herein and in explanatory statement, if any along with Register of Directors and Key Managerial Personnel and their shareholding and Register of Contract & Arrangement in which directors are interested are available for inspection by the Members at Registered Office of the Company on all working days during the business hours between 11:00 A.M. to 04:00 P.M. up to the date of Annual General Meeting and will also be available for inspection at the Meeting.

8. Instructions for Members for participating in the AGM through VC/OAVM are as under:

- (a) Participants will be able to attend the AGM through VC/OAVM facility by using the link that would be shared with all the eligible participants at their registered email id. Click on the link and participant would be automatically diverted to the Meeting. In case any assistance is required, before or during the Meeting, with using the technology or in accessing the Meeting, the Members may write to (Harinder Saini, IT Head) of the Company at (harinder.saini@assocham.com).
- (b) Members attending the Meeting through VC/OAVM are required to mark their attendance by mentioning their names during the Meeting and by showing their identity proofs for ensuring the attendance.
- (c) Members may join the Meeting through laptops, smartphones, tablets and iPads for better experience. Further, Members are recommended to use stable internet (Wi-Fi or LAN) to avoid any disturbance during the Meeting.

By the order of the Managing Committee of ASSOCHAM

Sd/-

(Kuntal Kar)

Company Secretary

ACS - 16927

Date: 09th September 2022

Place: New Delhi

FORM NO. MGT-7

[Pursuant to sub-Section(1) of section 92 of the Companies Act, 2013 and sub-rule (1) of rule 11of the Companies (Management and Administration) Rules, 2014]



Annual Return (other than OPCs and Small Companies)

Form language ☒ English ☐ Hindi

Refer the instruction kit for filing the form.

I. REGISTRATION AND OTHER DETAILS

(i) * Corporate Identification Number (CIN) of the company

U91990DL1920PLC008223

Pre-fill

Global Location Number (GLN) of the company

* Permanent Account Number (PAN) of the company

AAATT4704C

(ii) (a) Name of the company

THE ASSOCIATED CHAMBERS

(b) Registered office address

4th Floor, YMCA Cultural Centre & Library Bldg
1 Jai Singh Road
New Delhi
Central Delhi
Delhi
110001

(c) *e-mail ID of the company

kuntal.kar@assocham.com

(d) *Telephone number with STD code

01146550555

(e) Website

(iii) Date of Incorporation

11/12/1920

(iv)	Type of the Company	Category of the Company	Sub-category of the Company
	Public Company	Company limited by guarantee	Indian Non-Government company

(v) Whether company is having share capital

☐ Yes

☒ No

(vi) *Whether shares listed on recognized Stock Exchange(s)

☐ Yes

☒ No

(vii) *Financial year From date (DD/MM/YYYY) To date (DD/MM/YYYY)

(viii) *Whether Annual general meeting (AGM) held ☒ Yes ☐ No

(a) If yes, date of AGM

(b) Due date of AGM

(c) Whether any extension for AGM granted

☐ Yes ☒ No

II. PRINCIPAL BUSINESS ACTIVITIES OF THE COMPANY

*Number of business activities

S.No	Main Activity group code	Description of Main Activity group	Business Activity Code	Description of Business Activity	% of turnover of the company
1	N	Support service to Organizations	N6	Office administrative and other business activities including call centers, organising	69.5
2	O	Public Services by Government agencies	O2	Regulation of healthcare, education, cultural and other social services	0.97
3	S	Personal and Household service	S1	Activities of membership organisations	29.53

III. PARTICULARS OF HOLDING, SUBSIDIARY AND ASSOCIATE COMPANIES (INCLUDING JOINT VENTURES)

*No. of Companies for which information is to be given

Pre-fill All

S.No	Name of the company	CIN / FCRN	Holding/ Subsidiary/Associate/ Joint Venture	% of shares held
1				

IV. SHARE CAPITAL, DEBENTURES AND OTHER SECURITIES OF THE COMPANY

ISIN of the equity shares of the company

(iii) Details of shares/Debentures Transfers since closure date of last financial year (or in the case of the first return at any time since the incorporation of the company) *

☒ Nil

[Details being provided in a CD/Digital Media]

☐

Yes

☐

No

☐

Not Applicable

Separate sheet attached for details of transfers

☐

Yes

☐

No

Note: In case list of transfer exceeds 10, option for submission as a separate sheet attachment or submission in a CD/Digital Media may be shown.

Date of the previous annual general meeting	
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Date of registration of transfer (Date Month Year)	
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Type of transfer		1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock
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Number of Shares/ Debentures/ Units Transferred		Amount per Share/ Debenture/Unit (in Rs.)	
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Ledger Folio of Transferor	
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Transferor's Name			
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	Surname	middle name	first name
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Ledger Folio of Transferee	
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Transferee's Name			
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	Surname	middle name	first name
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Date of registration of transfer (Date Month Year)	
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Type of transfer		1 - Equity, 2- Preference Shares,3 - Debentures, 4 - Stock
------------------	----------------------	--

Number of Shares/ Debentures/ Units Transferred		Amount per Share/ Debenture/Unit (in Rs.)	
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Ledger Folio of Transferor			
Transferor's Name			
	Surname	middle name	first name
Ledger Folio of Transferee			
Transferee's Name			
	Surname	middle name	first name

(iv) *Debentures (Outstanding as at the end of financial year)

Particulars	Number of units	Nominal value per unit	Total value
Non-convertible debentures	0	0	0
Partly convertible debentures	0	0	0
Fully convertible debentures	0	0	0
Total			0

Details of debentures

Class of debentures	Outstanding as at the beginning of the year	Increase during the year	Decrease during the year	Outstanding as at the end of the year
Non-convertible debentures	0	0	0	0
Partly convertible debentures	0	0	0	0
Fully convertible debentures	0	0	0	0

(v) Securities (other than shares and debentures)

0

Type of Securities	Number of Securities	Nominal Value of each Unit	Total Nominal Value	Paid up Value of each Unit	Total Paid up Value
Total					

V. *Turnover and net worth of the company (as defined in the Companies Act, 2013)

(i) Turnover

498,461,186

(ii) Net worth of the Company

1,249,587,673

VII. *NUMBER OF PROMOTERS, MEMBERS, DEBENTURE HOLDERS
(Details, Promoters, Members (other than promoters), Debenture holders)

Details	At the beginning of the year	At the end of the year
Promoters	5	5
Members (other than promoters)	1,676	1,597
Debenture holders	0	0

VIII. DETAILS OF DIRECTORS AND KEY MANAGERIAL PERSONNEL**(A) *Composition of Board of Directors**

Category	Number of directors at the beginning of the year		Number of directors at the end of the year		Percentage of shares held by directors as at the end of year	
	Executive	Non-executive	Executive	Non-executive	Executive	Non-executive
A. Promoter	0	0	0	0	0	0
B. Non-Promoter	1	3	1	3	0	0
(i) Non-Independent	1	3	1	3	0	0
(ii) Independent	0	0	0	0	0	0
C. Nominee Directors representing	0	0	0	0	0	0
(i) Banks & FIs	0	0	0	0	0	0
(ii) Investing institutions	0	0	0	0	0	0
(iii) Government	0	0	0	0	0	0
(iv) Small share holders	0	0	0	0	0	0
(v) Others	0	0	0	0	0	0
Total	1	3	1	3	0	0

Number of Directors and Key managerial personnel (who is not director) as on the financial year end date

5

(B) (i) *Details of directors and Key managerial personnel as on the closure of financial year

Name	DIN/PAN	Designation	Number of equity share(s) held	Date of cessation (after closure of financial year : If any)
NIRANJAN LAKHUMAL +	00011923	Director	0	
BALKRISHAN GOPIRA +	00270175	Director	0	
VINEET AGARWAL	00380300	Director	0	
SUMANT SINHA	00972012	Director	0	
KUNTAL KAR	ANFPK0180M	Company Secretar	0	

(ii) Particulars of change in director(s) and Key managerial personnel during the year

0

Name	DIN/PAN	Designation at the beginning / during the financial year	Date of appointment/ change in designation/ cessation	Nature of change (Appointment/ Change in designation/ Cessation)

IX. MEETINGS OF MEMBERS/CLASS OF MEMBERS/BOARD/COMMITTEES OF THE BOARD OF DIRECTORS

A. MEMBERS/CLASS /REQUISITIONED/NCLT/COURT CONVENED MEETINGS

Number of meetings held

1

Type of meeting	Date of meeting	Total Number of Members entitled to attend meeting	Attendance	
			Number of members attended	% of total shareholding
AGM	21/12/2021	1,676	27	

B. BOARD MEETINGS

*Number of meetings held

3

S. No.	Date of meeting	Total Number of directors associated as on the date of meeting	Attendance	
			Number of directors attended	% of attendance
1	15/09/2021	4	2	50
2	04/12/2021	4	2	50
3	28/03/2022	4	2	50

C. COMMITTEE MEETINGS

Number of meetings held

0

S. No.	Type of meeting	Date of meeting	Total Number of Members as on the date of the meeting	Attendance	
				Number of members attended	% of attendance
1					

D. *ATTENDANCE OF DIRECTORS

S. No.	Name of the director	Board Meetings			Committee Meetings			Whether attended AGM held on
		Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	Number of Meetings which director was entitled to attend	Number of Meetings attended	% of attendance	
								(Y/N/NA)
1	NIRANJAN LA	3	0	0	0	0	0	
2	BALKRISHAN	3	0	0	0	0	0	
3	VINEET AGAR	3	3	100	0	0	0	
4	SUMANT SINI	3	3	100	0	0	0	

X. *REMUNERATION OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

☐ Nil

Number of Managing Director, Whole-time Directors and/or Manager whose remuneration details to be entered

0

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1							0
	Total						

Number of CEO, CFO and Company secretary whose remuneration details to be entered

1

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1	KUNTAL KAR	COMPANY SEC	1,717,882				1,717,882
	Total		1,717,882	0			1,717,882

Number of other directors whose remuneration details to be entered

0

S. No.	Name	Designation	Gross Salary	Commission	Stock Option/ Sweat equity	Others	Total Amount
1							0
	Total						

XI. MATTERS RELATED TO CERTIFICATION OF COMPLIANCES AND DISCLOSURES

- * A. Whether the company has made compliances and disclosures in respect of applicable provisions of the Companies Act, 2013 during the year ☒ Yes ☐ No

B. If No, give reasons/observations

XII. PENALTY AND PUNISHMENT - DETAILS THEREOF

(A) DETAILS OF PENALTIES / PUNISHMENT IMPOSED ON COMPANY/DIRECTORS /OFFICERS ☒ Nil

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order	Name of the Act and section under which penalised / punished	Details of penalty/ punishment	Details of appeal (if any) including present status

(B) DETAILS OF COMPOUNDING OF OFFENCES ☒ Nil

Name of the company/ directors/ officers	Name of the court/ concerned Authority	Date of Order	Name of the Act and section under which offence committed	Particulars of offence	Amount of compounding (in Rupees)

XIII. Whether complete list of shareholders, debenture holders has been enclosed as an attachment

☐ Yes ☒ No

(In case of 'No', submit the details separately through the method specified in instruction kit)

XIV. COMPLIANCE OF SUB-SECTION (2) OF SECTION 92, IN CASE OF LISTED COMPANIES

In case of a listed company or a company having paid up share capital of Ten Crore rupees or more or turnover of Fifty Crore rupees or more, details of company secretary in whole time practice certifying the annual return in Form MGT-8.

Name

Whether associate or fellow

☐ Associate ☐ Fellow

Certificate of practice number

I/We certify that:

- (a) The return states the facts, as they stood on the date of the closure of the financial year aforesaid correctly and adequately.
(b) Unless otherwise expressly stated to the contrary elsewhere in this Return, the Company has complied with all the provisions of the Act during the financial year.

Declaration

I am Authorised by the Board of Directors of the company vide resolution no. ... dated

(DD/MM/YYYY) to sign this form and declare that all the requirements of the Companies Act, 2013 and the rules made thereunder in respect of the subject matter of this form and matters incidental thereto have been complied with. I further declare that:

1. Whatever is stated in this form and in the attachments thereto is true, correct and complete and no information material to the subject matter of this form has been suppressed or concealed and is as per the original records maintained by the company.
2. All the required attachments have been completely and legibly attached to this form.

Note: Attention is also drawn to the provisions of Section 447, section 448 and 449 of the Companies Act, 2013 which provide for punishment for fraud, punishment for false statement and punishment for false evidence respectively.

To be digitally signed by

Director

DIN of the director

00380300

To be digitally signed by

☒ Company Secretary

☐ Company secretary in practice

Membership number

16927

Certificate of practice number

Attachments

1. List of share holders, debenture holders
2. Approval letter for extension of AGM;
3. Copy of MGT-8;
4. Optional Attachment(s), if any

Attach

Attach

Attach

Attach

List of attachments

Remove attachment

Modify

Check Form

Prescrutiny

Submit

This eForm has been taken on file maintained by the Registrar of Companies through electronic mode and on the basis of statement of correctness given by the company