

**NOTICE**

NOTICE is hereby given that the 8<sup>th</sup> Annual General Meeting of the Members of AVIOM India Housing Finance Private Limited will be held on Thursday, August 10, 2023, at 10:40 AM IST at its Registered Office situated at LGF -1, Aria Tower, JW Marriot, Delhi Aerocity, Hospitality District, New Delhi- 110037, via video conferencing at a *Shorter Notice* to transact the following business(s):

**ORDINARY BUSINESS**

1. To receive, consider and adopt the Annual Audited Financial Statements of the Company for the Financial Year ended March 31, 2023 including the Audited Balance Sheet as at March 31, 2023, Statement of Profit and Loss and Cash Flow Statement for the Financial Year ended as on that date together with the Reports of the Board of Directors and Auditors thereon and in this regard, to consider and if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

“RESOLVED THAT the Annual Audited Financial Statements of the Company for the Financial Year ended March 31, 2023 including the Audited Balance Sheet as at March 31, 2023, Statement of Profit and Loss and Cash Flow Statement for the Financial Year ended as on that date and notes annexed to and forming integral part of financial Statements together with the Reports of the Board of Directors and Auditors thereon, be and are hereby approved and adopted.

RESOLVED FURTHER THAT a copy of Resolution certified to be true by any of the Director or Company Secretary of the Company, may be issued to the whomsoever it may concern, if required at any point of time.”

**SPECIAL BUSINESS**

2. To consider the appointment of Mr. Stephen Lee as a Non- Executive Nominee Director of the Company and in this regard to consider and if thought fit, pass with or without modification the following Resolution as Ordinary Resolution:

“RESOLVED THAT pursuant to Section 152 of the Companies Act, 2013 and other applicable provisions (including any modification or re-enactment thereof), Mr Stephen Lee who was appointed as an Additional Director of the Company w.e.f May 29, 2023 and who holds the office till the date of the Annual General meeting of the Company in terms of Section 161 of the Companies Act, 2013, be and is hereby appointed as the Non- Executive Nominee Director of the Company.

RESOLVED FURTHER THAT for the purpose of giving effect to this resolution, Ms. Kaajal Aijaz Ilmi, Managing Director & CEO of the Company be and is hereby authorized, on behalf of the Company, to do all acts, deeds, matters and things as deem necessary, proper or desirable and to sign and execute all necessary documents applications and returns for the purpose of giving effect to the aforesaid resolution along with filling of necessary e-form as return of appointment with the Registrar of Companies, NCT of Delhi & Haryana.

RESOLVED FURTHER THAT a copy of Resolution certified to be true by any of the Director or Company Secretary of the Company, may be issued to the whomsoever it may concern, if required at any point of time.

CERTIFIED TO BE TRUE  
For AVIOM INDIA HOUSING FINANCE PRIVATE LIMITED

KAAJAL AIJAZ ILMI

MANAGING DIRECTOR & CEO

DIN: 01390771

ADD: E- 87, 2ND FLOOR, WESTERN SIDE,

PASCHIMI MARG, VASANT VIHAR, NEW DELHI- 110057



**NOTES:**

1. IN VIEW OF THE COVID-19 PANDEMIC, THE MINISTRY OF CORPORATE AFFAIRS (MCA) HAS, VIDE GENERAL CIRCULAR NO. 14/2020 DATED APRIL 8, 2020, GENERAL CIRCULAR NO. 17/2020 DATED APRIL 13, 2020 AND GENERAL CIRCULAR NO. 20/2020 DATED MAY 5, 2020 (COLLECTIVELY "MCA CIRCULARS"), PERMITTED COMPANIES TO CONDUCT ANNUAL GENERAL MEETING (AGM) THROUGH VIDEO CONFERENCING (VC) OR OTHER AUDIO VISUAL MEANS, SUBJECT TO COMPLIANCE OF VARIOUS CONDITIONS MENTIONED THEREIN.
2. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON POLL INSTEAD OF HIMSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. HOWEVER, THE MEETING IS BEING CONDUCTED BY ELECTRONIC MODE, AND ACCORDINGLY THE APPLICABILITY OF SUCH SECTIONS WITH RESPECT TO APPOINTMENT OF PROXY ARE NOT APPLICABLE FOR THE SAID MEETING.
3. All documents referred to in the accompanying Notice and the Statutory Registers maintained by the Company shall be available for inspection electronically from the date of circulation of this notice up to the date of AGM. Members seeking to inspect such documents can send an email to Divyani.chand@aviom.in
4. The Notice of the AGM along with the Board Report 2022-23 is being sent by the permitted mode.
5. Members are requested to notify any change in their address, e-mail address, contact numbers, etc immediately to the company at its registered office, if any.
6. Shorter notice consent is attached with this notice for approval of members to call this meeting at shorter notice than required under the Companies Act, 2013 and the articles of the Company. Members are requested to send the same on or before August 10, 2023 to enable the Company to hold the meeting on August 10, 2023, (if the consent is received from 95% of members who are entitled to vote at the meeting) as required under the Secretarial Standard issued by the Institute of Company Secretaries (ICSI) and as mandated with effect from 1st July 2015 as per section 118 of the Companies Act 2013
7. Members are requested to note that the resolutions set out in the Notice will be decided through show of hands or by conducting poll, in case demanded by the Members.
8. In case of any query, the members are requested to contact on Divyani.chand@aviom.in

8. The process of participation in the Meeting through electronic mode is as follows:

**Via Desktop/Laptop/Mobile Phone:**

It is recommended to use Chrome for seamless functioning of the application.

Step 1: Open the "JOIN MICROSOFT TEAM MEETING" LINK IN THE MAIL

Step 2: Either choose to download the application or continue with the browser Step 3: Click on the "Join Now" Option

**TIPS FOR SEAMLESS MEETING:**

- Use a Headset: Internal microphone can sometimes pick up background noise hence headphones with inbuilt boom mic can help while providing better audio quality.
- Lighting: Light can play a major role in how others are seeing you. Make sure the light source is not behind you and your room is well lit.
- Background: When joining from home, background is important as others could see what is happening. Choose a spot with neutral background which doesn't distract your participants.
- Quiet Location: Try to avoid noisy common areas. Instead, join from a quiet location whenever possible.
- Poor Connection Tips: In a case of a poor connection try disabling your video to conserve bandwidth.
- Camera Angle: By using self-view, you can test the angle of your camera and position yourself. Look into the camera lens while talking to make eye contact with your audience.
- Mute: Keep your mic muted whenever you are not speaking.
- Sharing the content: Moderator would be sharing the content throughout the meeting.



EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013  
ITEM NO. 2

The Board of Directors of the Company in its Board Meeting dated May 29, 2023, appointed Mr Stephen Lee as an Additional Director w.e.f May 29, 2023, subject to consent by the Members of the Company at the ensuing Annual General Meeting (AGM). The Board of Directors have recommended the appointment of Mr Stephen Lee as a Non-Executive Nominee Director pursuant to the provisions of Section 152 of the Companies Act, 2013.

None of other Directors or Key Managerial Personnel and their relatives are in any way, concerned or interested, financially or otherwise, in the said Resolution.

The Board of Directors accordingly recommends the Ordinary Resolution(s) set out at Item no. 2 of the Notice for the approval of the Members.

For AVIOM India Housing Finance Private Limited



Kaajal Aijaz Ilmi  
Managing Director & CEO  
DIN: 01390771  
E-87, 2<sup>nd</sup> Floor, Paschimi Marg, Vasant Vihar,  
New Delhi - 110057

Date: August 10, 2023

Place: New Delhi