



## TOTO INDIA INDUSTRIES PRIVATE LIMITED

CIN: U74120MH2011FTC212662

Registered Office Address: Unit No. 1002, 10<sup>th</sup> Floor, Kamla Executive Park, Off. Andheri Kurla Road, MIDC Lane, Andheri East, Mumbai-400059, Maharashtra, India

<https://in.toto.com/>

### NOTICE OF 12<sup>TH</sup> ANNUAL GENERAL MEETING

NOTICE is hereby given that the 12<sup>th</sup> Annual General Meeting of the Members of **TOTO India Industries Private Limited** (hereinafter referred to as "Company") will be held on Wednesday, the 23<sup>rd</sup> August, 2023 at 12.30 p.m. (IST) through Video Conference ("VC") or Other Audio-Visual Means ("OAVM"), to transact the following business:

#### **ORDINARY BUSINESS:**

1. TO CONSIDER AND ADOPT AUDITED FINANCIAL STATEMENT OF THE COMPANY FOR THE FINANCIAL YEAR ENDED 31<sup>ST</sup> MARCH, 2023 AND THE REPORTS OF THE BOARD OF DIRECTORS AND AUDITORS THEREON; AND IN THIS REGARD, PASS THE FOLLOWING RESOLUTION AS AN ORDINARY RESOLUTION:

“RESOLVED THAT the audited financial statement of the Company for the financial year ended 31 March, 2023 and the reports of the Board of Directors and Auditors thereon laid before this meeting, be and are hereby considered and adopted.

RESOLVED FURTHER THAT the Directors of the Company be and are hereby authorized severally to file forms and other relevant Forms with the Registrar of Companies, Mumbai and to do all such acts, deeds or things which are necessary to give effect to the above said resolution.”

**NO SPECIAL BUSINESS THIS YEAR AS THERE WAS NO CHANGE IN DIRECTORS AND KEY MANAGERIAL PERSONS.**

By Order of the Board of Directors  
For TOTO India Industries Private Limited

TAKUYA  
NAKAJIMA



Name: Takuya Nakajima  
Designation: Director  
Email: [takuya.nakajima@toto.com](mailto:takuya.nakajima@toto.com)  
Mobile No.: +91 6358852519  
Date: 01<sup>st</sup> August 2023

#### TOTO INDIA INDUSTRIES PVT. LTD.

Registered Office: 1002, 10<sup>th</sup> Floor, Kamla Executive Park, Off. Andheri Kurla Road, MIDC Lane Andheri (East), Mumbai 400059, India. Ph: +91-22-28325741/42; Fax: +91-22-40223719

Delhi Branch Office: Building No.63, Basement & Upper Ground Floor, Ring Road, Lajpat Nagar III, New Delhi – 110024, India. Ph: +91-11- 43177300 Fax: +91-11-46542430

Halol Factory: Plot-A, GIDC Phase-II, Halol Industrial Area, Chandrapura, Halol, District: Panchmahal, PIN:389350, India. Ph: +91-267-6661501/02

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**NOTES:**

- 1) The Ministry of Corporate Affairs (“MCA”) has issued its General Circular dated December 28, 2020 read together with Circular dated May 05 2020, December 08, 2021, December 14, 2021 and January 13, 2021, and Circular dated May 5, 2022 (collectively referred to as “MCA Circulars”) permitted convening the Annual General Meeting (“AGM” / “Meeting”) through Video Conferencing (“VC”) or Other Audio-Visual Means (“OAVM”), without the physical presence of the members at a common venue. In accordance with the MCA Circulars and provisions of the Companies Act, 2013 (‘the Act’) the AGM of the Company is being held through VC / OAVM. The deemed venue for the AGM shall be the Registered Office of the Company.
- 2) Generally, a member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll instead of himself and the 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 the AGM and hence the Proxy Form and Attendance Slip are not annexed hereto.
- 3) Corporate members intending to send their authorized representatives to attend the Meeting are requested to send to the Company a certified copy of the Board Resolution / Power of Attorney authorizing their representative to attend and vote on their behalf at the Meeting via mail to the Company Secretary on email id [jalpa@toto.com](mailto:jalpa@toto.com) .
- 4) The Corporate Members must submit certified copy of board resolution /power of attorney to the Company via email to the Company Secretary on email id [jalpa@toto.com](mailto:jalpa@toto.com) not less than forty-eight hours before the commencement of the meeting.
- 5) The Notice is also uploaded on the Company’s website <https://in.toto.com/>

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# TOTO

## TOTO INDIA INDUSTRIES PRIVATE LIMITED 12<sup>TH</sup> ANNUAL GENERAL MEETING

**DATE** : AUGUST 23, 2023  
**DAY** : WEDNESDAY  
**TIME** : 12 :30 P.M (IST)  
**VENUE** : THROUGH VIDEO CONFERENCE  
**DEEMED VENUE** : UNIT NO 1002, 10TH FLOOR, KAMLA EXECUTIVE PARK, OFF  
ANDHERI KURLA ROAD, MIDC LANE, ANDHERI EAST, MUMBAI  
– 400 059, MAHARASHTRA, INDIA

### AGENDA FOR 12<sup>TH</sup> ANNUAL GENERAL MEETING

ITEM NO.	ITEM
<b><u>Item No.1.</u></b>	<i>To receive, consider and adopt the standalone Financial Statements of the Company for the financial year ended 31<sup>st</sup> March, 2023 and the reports of the Board of Directors and the Auditors thereon.</i>

**By Order of the Board of Directors**

**For TOTO India Industries Private Limited**

TAKUYA  
NAKAJIMA



**Name:** Takuya Nakajima  
**Designation:** Director  
**Email:** takuya.nakajima@toto.com  
**Mobile No.:** +91 6358852519  
**Date:** 01<sup>st</sup> August 2023  
**Place:** Halol

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**For Draft Annual Return fo F.Y. 2022-23 please click on below link**  
**<https://in.toto.com/AnnualReturns.pdf>**

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