



# CyberTech Systems and Software Limited

CIN: L72100MH1995PLC084788

Regd. Off: CyberTech House, B-63-64-65- MIDC Wagale Estate, J.B. Sawant Marg, Thane - 400 604.

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## NOTICE OF ANNUAL GENERAL MEETING, BOOK CLOSURE AND REMOTE E-VOTING

Notice is hereby given that the **Twenty First Annual General Meeting** ("AGM") of **CyberTech Systems and Software Limited** ("the Company") will be held on **Friday, 30<sup>th</sup> September, 2016** at the Registered Office of the Company situated at CyberTech House, Plot No. B-63/64/65, Road No. 21/34, J.B. Sawant Marg, MIDC, Wagale Estate, Thane - 400 604 at 04.30 p.m. to transact the business as mentioned in the Notice of the AGM, which has been posted to all Members at their Registered Addresses or to the email IDs provided by them, together with the Annual Report. A copy of the same is made available on the website of the Company <http://www.cybertech.com> and on the website of Central Depository Services (India) Limited (CDSL) <http://www.evotingindia.com>.

Pursuant to Section 91 and other applicable provisions, if any, of the Companies Act, 2013 and Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 the Register of Members and Share Transfer Books of the Company will remain closed from Saturday, September 24, 2016 to Friday, September 30, 2016 (both days inclusive) for the purpose of Annual General Meeting (AGM).

Pursuant to Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide its members with the facility to exercise their right to vote at the AGM by electronic means and the business may be transacted through remote e-voting services provided by CDSL, on all resolutions set forth in the Notice. The voting rights of Members shall be in proportion to the shares held by them, as on the cut-off date i.e. Friday, 23<sup>rd</sup> September, 2016.

The members may note that:

a) The remote e-voting period shall:

Commence: **On Tuesday, 27<sup>th</sup> September, 2016 at 9.00 a.m.**

End: **On Thursday, 29<sup>th</sup> September, 2016 at 05.00 p.m.**

- b) Once a vote is cast by the Member, he/she shall not be allowed to change it subsequently.
- c) The facility for voting through ballot shall be made available at the AGM for the members who have not cast their vote by remote e-voting; and
- d) The members who have cast their vote through remote e-voting shall not be entitled to cast their vote again. If a member casts votes by both the modes, then voting done through remote e-voting shall prevail and Ballot shall be treated as invalid.

In case of any queries pertaining to e-voting, members may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the Downloads section of <http://www.evotingindia.com> or write an e-mail to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

For CyberTech Systems and Software Limited  
Sd/-

Place : Thane

Date : September 08, 2016

**Sarita Leelaramani**  
Company Secretary and Compliance Officer

### NOTES:

- 1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE, INSTEAD OF HIMSELF/ HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. PROXIES, IN ORDER TO BE VALID AND EFFECTIVE, MUST BE DELIVERED AT THE REGISTERED/ CORPORATE OFFICE OF THE COMPANY NOT LATER THAN FORTY-EIGHT (48) HOURS BEFORE THE COMMENCEMENT OF THE ANNUAL GENERAL MEETING.**
2. Pursuant to Section 105(1) of the Companies Act, 2013, read with Rule 19 of the Companies (Management and Administration) Rules, 2014, a person can act as proxy on behalf of Members not exceeding 50 (fifty) in number and holding in aggregate not more than 10 (Ten) per cent of the total share capital of the Company carrying voting rights. In the case of a Member holding more than 10 (ten) per cent of the total share capital of the Company carrying voting rights, such a Member may appoint a single person as proxy, who however shall not act as proxy for any other person or shareholder.