



NOTICE

NOTICE is hereby given that the Eighth Annual General Meeting of the members of Surajya Services Limited will be held on Thursday, June 01, 2023 at 11:00 a.m. (IST) through Video Conferencing (“**VC**”) / Other Audio-Visual Means (“**OAVM**”), to transact the following business:

ORDINARY BUSINESS

1. To consider and adopt the audited financial statements of the Company for the financial year ended March 31, 2023 and the reports of the Board of Directors and Auditor 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 audited financial statements of the Company for the financial year ended March 31, 2023 and the reports of the Board of Directors and Auditor thereon, as circulated to the members, be and are hereby considered and adopted.”

2. To appoint, Mr. Amit Shukla who retires by rotation as a Director 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** in accordance with the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Mr. Amit Shukla (DIN: 07165255), who retires by rotation at this meeting be and is hereby appointed as a Director of the Company.”

By Order of the Board of Directors

Amit Shukla
Whole-time Director
DIN: 07165255

Date : May 05, 2023
Place : New Delhi

Registered Office:

Basement, Plot No. 65, Sector-12A,
Dwarka, South West Delhi,
New Delhi - 110078
CIN: U72300DL2015PLC280416
Website: www.easygov.co.in
Tel. +91-11-3553 1773
Email: business@easygov.co.in

Surajya Services Limited
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Notes:

1. The Ministry of Corporate Affairs (“MCA”) has vide its circular dated December 28, 2022 read together with circulars dated April 08, 2020, April 13, 2020, May 05, 2020, January 13, 2021, December 14, 2021 and May 05, 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 the 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. In compliance with the MCA Circulars, Notice of the AGM along with the Annual Report 2022-23 is being sent only through electronic mode to those members whose email addresses are registered with the Company / Depository Participants. Members may note that the Notice of the AGM will also be available on the Company’s website www.easygov.co.in.
3. 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.
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 authorise their representative(s) to attend the Meeting are requested to send to the Company vide email at amit@easygov.co.in, a certified true copy of the relevant Board Resolution authorising their representative(s) to attend and vote on their behalf at the meeting, before the commencement of the Meeting.
6. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote.
7. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act, the Register of Contracts or Arrangements in which the directors are interested, maintained under Section 189 of the Act, and the relevant documents referred to in the Notice will be available electronically for inspection by the members during the AGM.

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8. All documents referred to in the Notice will also be available electronically for inspection without any fee by the members 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 amit@easygov.co.in.
9. Members seeking any information with regard to the accounts or any matter to be placed at the AGM, are requested to write to the Company on or before Thursday, May 25, 2023 by sending email on amit@easygov.co.in. The same will be replied by the Company suitably.
10. Members attending the AGM through VC / OAVM shall be reckoned for the purpose of quorum under Section 103 of the Act.
11. In terms of the provisions of Section 152 of the Act, Mr. Amit Shukla, Director, retire by rotation at the Meeting. The Board of Directors of the Company commend his re-appointment.

Mr. Amit Shukla is interested in the Ordinary Resolution set out at Item No. 2 of the Notice with regard to his re-appointment. Save and except the above, none of the Directors / Key Managerial Personnel of the Company / their relatives are, in any way, concerned or interested, financially or otherwise, in the Ordinary Resolutions set out at Item Nos. 1 and 2 of the Notice.

12. Details of Directors retiring by rotation/ seeking appointment/ re-appointment at this Meeting are provided in "**Annexure I**" to the Notice.
13. Detailed instructions to attend, participate and vote at the Meeting through VC / OAVM are provided in "**Annexure II**".

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Annexure I

Details of Directors retiring by rotation / seeking appointment/ re-appointment at the Annual General Meeting are as under:

Mr. Amit Shukla	
Age	41 years
Qualifications	Post Graduate Diploma in Management and B. Tech in Computer Science.
Experience	<p>Amit Shukla is passionate to make social protection progressive for people and economy. He founded GovTech Startup EasyGov in 2015 for effective and efficient utilization of \$200 Billion USD social protection budget in India. AI powered EasyGov platform ensures that the benefit gets delivered to the beneficiary with minimal error of inclusion and exclusion. EasyGov is working with sevart state Governments and it helps over 200K people every day in India.</p> <p>He has worked as an advisor to state & central Govt. in 15+ projects in the area of national security and social protection services in India, Australia, Middle East, USA and Japan. His 10+ years pre EasyGov experience spans through Accenture Strategy, KPMG Advisory & Wipro Consulting. Amit is Champions of Change for Digital India, start-up mentor at BIET Jhansi, SIIC, IIT Kanpur and advisory member of Haryana Electronics Accelerator Program (HEAP), HARTRON, Government of Haryana. He is on the board of several startups and foundations as investor and mentor. He is a speaker on startup, Social Protection, GovTech, and Data4Development.</p>
Terms and conditions of appointment	As per resolution passed by the members at the Annual General Meeting held on June 22, 2022.
Remuneration drawn in the Company for FY 2022-23	Rs. 80.07 lakhs
Remuneration sought to be paid	As per existing terms and conditions
Date of first appointment on the Board	May 19, 2015
Shareholding in the Company as on March 31, 2023	91,420 Equity Shares
Relation with any Directors / Key Managerial Personnel of the Company	None

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Number of Meetings of the Board attended during the FY 2022-23	5
Directorships of other Boards as on March 31, 2023	Tantra Samvat Technologies Foundation; Urvara Agricultural Research Foundation; Paramint Advisory Private Limited; and Parodata Technologies Private Limited.
Chairmanship/ Membership of Committees of other Boards as on March 31, 2023	Nil

By Order of the Board of Directors

Amit Shukla
Whole-time Director
DIN: 07165255

Date : May 05, 2023
Place : New Delhi

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Annexure II

Members are requested to note the following in accordance with the MCA circulars:

1. Members would have received an email from the Company to participate in the Meeting through video-conference on your email address registered with the Company.
2. The Meeting through video-conference would be conducted through “Microsoft Teams” which enables two-way audio and video conference. Members are requested to join the Meeting using the following link:

[Click here to join the meeting](#)

Detailed instructions on installing Microsoft Teams is attached as Annexure III.

3. The link to join the Meeting shall be active from 15 (fifteen) minutes prior to the time of the Meeting.
4. E-mail address of the Whole-time Director, Mr. Amit Shukla i.e. amit@easygov.co.in is designated for correspondences and all other purposes related to the Meeting.
5. For any assistance (including with technology) before or during the Meeting, members may contact the Whole-time Director, Mr. Amit Shukla on +91- 98712 93029.

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Annexure III

1. In case you already have Microsoft Teams installed on your Laptop / Computer / iPad / Mobile Phone, click on “Join Microsoft Teams Meeting” option from the email. You will connect to the meeting.
2. In case you do not have Microsoft Teams installed on your Laptop / Computer / iPad / Mobile Phone, please follow the below given procedure.

Option 1

For participating through **Windows / Apple powered Laptops / Computer devices:**

Open the email invitation using **Google Chrome** browser



Simply click on “**Join Microsoft Teams Meeting**” option from the email invitation / your calendar events.



A new Browser window would open. Select “**Join on the web instead**”. Once you reach to the “**Enter Name**” prompt, enter your name and click “**Join as a Guest**”



You will enter the Meeting. Make sure you start your camera and the microphone may be kept on “Mute” when not speaking.

Option 2

For installing Microsoft Teams on your **iPad / apple devices / Android devices:**

Click on “**Join Microsoft Teams Meeting**” from the email invitation/calendar events



System will prompt you to download Microsoft Teams



Download and Install Microsoft teams. Please do not try to login.



Once installed, click on invitation once again on “**Join Microsoft Teams Meeting**” from the email invitation/calendar events



You will be prompted to Microsoft Teams application



Click on “**Join as a Guest**” option



Type your Name and once again click on “**Join as a Guest**”



You will enter the Meeting. Make sure you start your camera and the microphone may be kept on “Mute” when not speaking.

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