



HEC INFRA PROJECTS LIMITED

**Registered Address : SIGMA 1 CORPORATE, CORPORATE HOUSE NO.6,SINDHU
BHAWAN ROAD,NR.MAHAN PARTY PLOT CROSSROAD,BODAKDEV
AHMEDABAD -380054**

CIN No : L45200GJ2005PLC046870

Email Id : elect@hecproject.com . Website: www.hecprojects.in

Contact no.:079-40086771/72/73/74

NOTICE

NOTICE is hereby given that **Extraordinary General Meeting(EGM/2023-2024/01)** of the members of **HEC Infra Projects Limited** (hereinafter referred to as 'the Company') will be held on **Monday,24th July 2023 at 11.00 am** at the Registered Office of the Company at Sigma-1 Corporate,Corporate House No.6,Sindhuhavan road,Nr.Mahan Party Plot Crossroad,Bodakdev,Ahmedabad-380054 to transact the following business:

SPECIAL BUSINESS:

ITEM NO 1: REGULARIZATION OF MRS.NEETU JALAN(DIN:08719470) AS A NON-EXECUTIVE DIRECTOR CUM INDEPENDENT DIRECTOR OF THE COMPANY:

To consider and if thought fit, to pass with or without modification the following **Special Resolution:**

"RESOLVED THAT, pursuant to provision of Section 149,150,152 read with Schedule IV to the Companies Act,2013 , and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Qualification of Directors) Rules,2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and Regulation 17 of SEBI (Listing Obligation and Disclosure Requirements) Regulations,2015, MrsNeetu Jalan(DIN:08719470) who was appointed as an Additional Director of the Company in the category of Independent director w.e.f 24th April 2023 in terms of Section 161(1) of the Companies Act,2013 and Article of Association of the Company and who holds office up to the date of this 18th Annual General Meeting and in respect of whom the Company has received a notice in writing under Section 160 of the Act proposing his candidature for the office of the Director and declaration that she meets the criteria for independence as provided in Section 149(6) of the Act and who is eligible for appointment , be and hereby appointed as an Independent Director of the Company to hold office for five (5) consecutive years for the period upto 23rd April 2028."

ITEM NO 2: REGULARIZATION OF MRS.DIPIKA SONI (DIN:08846908) AS A NON-EXECUTIVE DIRECTOR CUM INDEPENDENT DIRECTOR OF THE COMPANY:

To consider and if thought fit, to pass with or without modification the following Special **Resolution:**

“RESOLVED THAT, pursuant to provision of Section 149,150,152 read with Schedule IV to the Companies Act,2013 , and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Qualification of Directors) Rules,2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and Regulation 17 of SEBI (Listing Obligation and Disclosure Requirements) Regulations,2015, Mrs. Dipika Soni(DIN:08846908) who was appointed as an Additional Director of the Company in the category of Independent director w.e.f 24th April 2023 in terms of Section 161(1) of the Companies Act,2013 and Article of Association of the Company and who holds office up to the date of this 18th Annual General Meeting and in respect of whom the Company has received a notice in writing under Section 160 of the Act proposing his candidature for the office of the Director and declaration that she meets the criteria for independence as provided in Section 149(6) of the Act and who is eligible for appointment , be and hereby appointed as an Independent Director of the Company to hold office for five (5) consecutive years for the period upto 23rd April 2028.”

FOR AND ON BEHALF OF THE BOARD

Sd/-

(Khushi Bhatt)

Company Secretary & Compliance Officer

ACS 51011

DATE: 24/06/2023

PLACE: AHMEDABAD

NOTE:

1. An explanatory statement pursuant to Section 102 of the Companies Act, 2013 in respect of special business under item no.1 & 2 of the notice, is annexed hereto.
2. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on poll on his/her behalf and the proxy need not be a member of the company
A person can act as a proxy on behalf of not more than 50 members and holding in aggregate more than 10% of the total share capital of the Company. Members holding more than 10% of the total share capital of the company may appoint a single person as proxy, who shall not act as a proxy for any other member. The instrument of proxy, in order to be effective should be deposited at the Registered office of the Company, duly completed and signed, not later than 48 hours before the commencement of the meeting. A proxy form is annexed to the notice. Proxies submitted on behalf of the limited companies must be supported by an appropriate resolution/ authority, as applicable.
3. Corporate members intending to send their authorized representatives to attend the meeting are requested to send a certified true copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.
4. Members, Proxies and Authorized Representatives are requested to bring the duly completed Attendance Slip enclosed herewith to attend the AGM.
5. Members are requested to intimate changes, if any, pertaining to their name, postal address, email, address, phone numbers, PAN, nomination, power of attorney, bank details etc to their DPs in case the shares are held in electronic form.
6. In terms of sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 read with Schedule IV of the Companies Act, 2013, as amended, the Independent Directors are required to be appointed for a term up to five consecutive years and are not liable to retire by rotation. Accordingly, resolution proposing appointment of Independent Director is given at item no. 1 & 2 of this Notice. In terms of the Companies Act, 2013, as amended, the Board of Directors has reviewed the declaration made by him that he meets the criteria of independence as provided in section 149(6) of the Companies Act, 2013 and the Board is of the opinion that he fulfills the conditions specified in the Companies Act, 2013 and the rules made thereunder and is independent to the management.
7. Pursuant to Section 101 and Section 136 of the Companies Act, 2013 read with relevant Rules made thereunder, companies can serve Notice of the general meeting and other communications through electronic mode to those Members who have registered their email address with the Company. To support the 'Green Initiative', Members who have not registered their email address with the Company are requested to register the same

by submitting a duly filled-in 'E-communication Registration Form' available on the website of the Company www.hecprojects.com. The notice is being sent to all the members, whose names appeared in the Register of members. The notice is also posted on the website of the company, www.hecprojects.com and are also available for inspection at the Company's Registered Office and Corporate Office during specified office hours. The Notice of EGM and Attendance Slip are being sent in electronic mode to Members whose email address are registered with the Company, unless the Members have registered their request for the hard copy of the same. For members who have not registered their e-mail addresses, physical copies are being sent by the permitted mode.

8. Members who have received the Notice of EGM and Attendance Slip in electronic mode are requested to print the Attendance Slip and submit a duly filled in Attendance Slip at the Registration Counter at the EGM. Proxies attending the meeting on behalf of members are also requested to submit a duly filled in Attendance Slip at the Registration Counter at the EGM.
9. All documents specifically stated to be open for inspection at the registered and corporate office of the company between 12 Noon and 3 PM on all working days (except Saturdays, Sundays and Holidays) up to the date of the Extraordinary General Meeting. Such documents shall also be available for inspection at the venue till the conclusion of the Extraordinary General Meeting.
10. The register of Members and Share Transfer books of the Company shall remain closed during the Book Closure period from Tuesday, 18th July 2023 to Monday, 24th July 2023 (both days inclusive) both days inclusive. The cut-off date for determining eligibility of shareholders is on Monday, 17 July 2023.
11. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company.
12. To support the 'Green Initiative', Members who have not yet registered their email addresses are requested to register the same with their Depository Participants ("DPs") in case the shares are held by them in electronic form and with RTA in case the shares are held by them in physical form.
13. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and the Circulars issued by the Ministry of Corporate Affairs dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote voting to its Members through e-Voting agency namely NSDL

14. The Company has appointed Mr. Alkesh Jalan, Practising Company Secretary of M/s Jalan Alkesh & Associates to act as the Scrutinizer for providing facility to the members of the company, to scrutinize the entire voting process in a fair and transparent manner. The Members desiring to vote through remote e-voting are requested to refer to the detailed procedure given hereinafter
15. Route map and land mark details for the venue of general meeting are annexed .
16. The results of the electronic voting shall be declared after the EGM. The results along with the Scrutinizer's Report, shall also be placed on the company's website www.hecprojects.in and on the website of NSDL www.evoting.nsdl.com.

THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING ARE AS UNDER:-

The remote e-voting period begins on 20th July 2023 at 09.00 A.M. and ends on 23rd July 2023 at 05:00 P.M. The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members / Beneficial Owners as on the record date (cut-off date) i.e. 17th July 2023, may cast their vote electronically. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date.

How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:

Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting for Individual shareholders holding securities in demat mode

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility. Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	1. Existing IDeAS user can visit the e-Services website of NSDL Viz. https://eservices.nsdl.com either on a Personal Computer or on a mobile. On the e-Services home page click on the “ Beneficial Owner ” icon under “ Login ” which is available under ‘ IDeAS ’ section , this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on “ Access to e-Voting ” under e-Voting services and you will be able to see e-Voting page. Click on company name

	<p>or e-Voting service provider i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period. If you are not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select “Register Online for IDeAS Portal” or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</p> <ol style="list-style-type: none"> 2. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period. 3. Shareholders/Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience. <p style="text-align: center;">NSDL Mobile App is available on</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>App Store</p>  </div> <div style="text-align: center;">  <p>Google Play</p>  </div> </div>
<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<ol style="list-style-type: none"> 1. Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login Easi /Easiest are requested to visit CDSL website www.cdslindia.com and click on login icon & New System Myeasi Tab and then use your existing my easi username & password.

	<ol style="list-style-type: none"> 2. After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly. 3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website www.cdslindia.com and click on login & New System Myeasi Tab and then click on registration option. 4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period</p>

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 022 – 4886 7000 / 022 – 2499 7000
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 22 55 33

B) Login Method for e-Voting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website?

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.
Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.
4. Your User ID details are given below :

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Password details for shareholders other than Individual shareholders are given below:
 - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.

- b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
- c) How to retrieve your 'initial password'?
 - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
 - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered.**
6. If you are unable to retrieve or have not received the " Initial password" or have forgotten your password:
 - a) Click on "Forgot User Details/Password?"(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
 - b) Physical User Reset Password?" (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
 - c) If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
 - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

Step 2: Cast your vote electronically on NSDL e-Voting system.

How to cast your vote electronically on NSDL e-Voting system?

1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle is in active status.
2. Select "<124322>of company for which you wish to cast your vote during the remote e-Voting period.
3. Now you are ready for e-Voting as the Voting page opens.
4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.

5. Upon confirmation, the message “Vote cast successfully” will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for shareholders

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to jalanalkesh@gmail.com with a copy marked to evoting@nsdl.co.in. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "**Upload Board Resolution / Authority Letter**" displayed under "**e-Voting**" tab in their login.
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the “[Forgot User Details/Password?](#)” or “[Physical User Reset Password?](#)” option available on www.evoting.nsdl.com to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request at evoting@nsdl.co.in

Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to cs@hecproject.in
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to cs@hecproject.in If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained

at **step 1 (A)** i.e. Login method for e-Voting for Individual shareholders holding securities in demat mode.

3. Alternatively shareholder/members may send a request to evoting@nsdl.co.in for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

EXPLANATORY STATEMENT UNDER SECTION UNDER SECTION 102 OF THE COMPANIES ACT, 2013

ITEM NO.1:

The Board of Directors of the company had appointed MRS.NEETU JALAN(DIN:08719470)as an Additional (Non-Executive) Director of the Company with effect from April 24,2023. Pursuant to the provisions of Section 161(1), Regulation 17 (1C) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 149 of the Companies Act, 2013 and the Articles of Association and is eligible for appointment. The Company has received a notice in writing under Section 160 of the Act from a Member of the Company proposing Mrs. Neetu Jalan, as a candidate for the office of a Director. The brief profile is as below:

Sr.No.	Particulars	Details
1.	Age	41 years
2.	Date of Birth	03/07/1982
3.	Qualification	<ul style="list-style-type: none">• Bachelor of Arts• Diploma in Interior Designing
4.	Experience	She has experience in business advisory, strategy and company law related matters.
5.	Terms and Conditions of Appointment	As per the provisions of Companies Act,2013
6.	Remuneration sought to be paid	Presently Nil. However Board reserves the right to pay Sitting fees within the limits prescribed under the Companies Act, 2013.
7.	Date of first appointment on the Board	April 24,2023
8.	Details of shareholding in the company	Nil
9.	Details of relationship with othr Directors, Managers and Key managerial personnel	Nil

10.	Number of Board meeting attended since the appointment as additional director	1 out of 1
11.	Details of Directorship in other companies	Arvee Laboratories(India)Limited
12.	Membership/Chairmanship of Committess of other Company's Board	Member of Nomination and Remuneration committee of Arvee Laboratories(India)Limited

None of Directors, Key Managerial Personnel of the Company or their relatives, except Mrs. Neetu Jalan to whom the resolution relates, is interested or concerned in the aforesaid resolution.

ITEM NO.2:

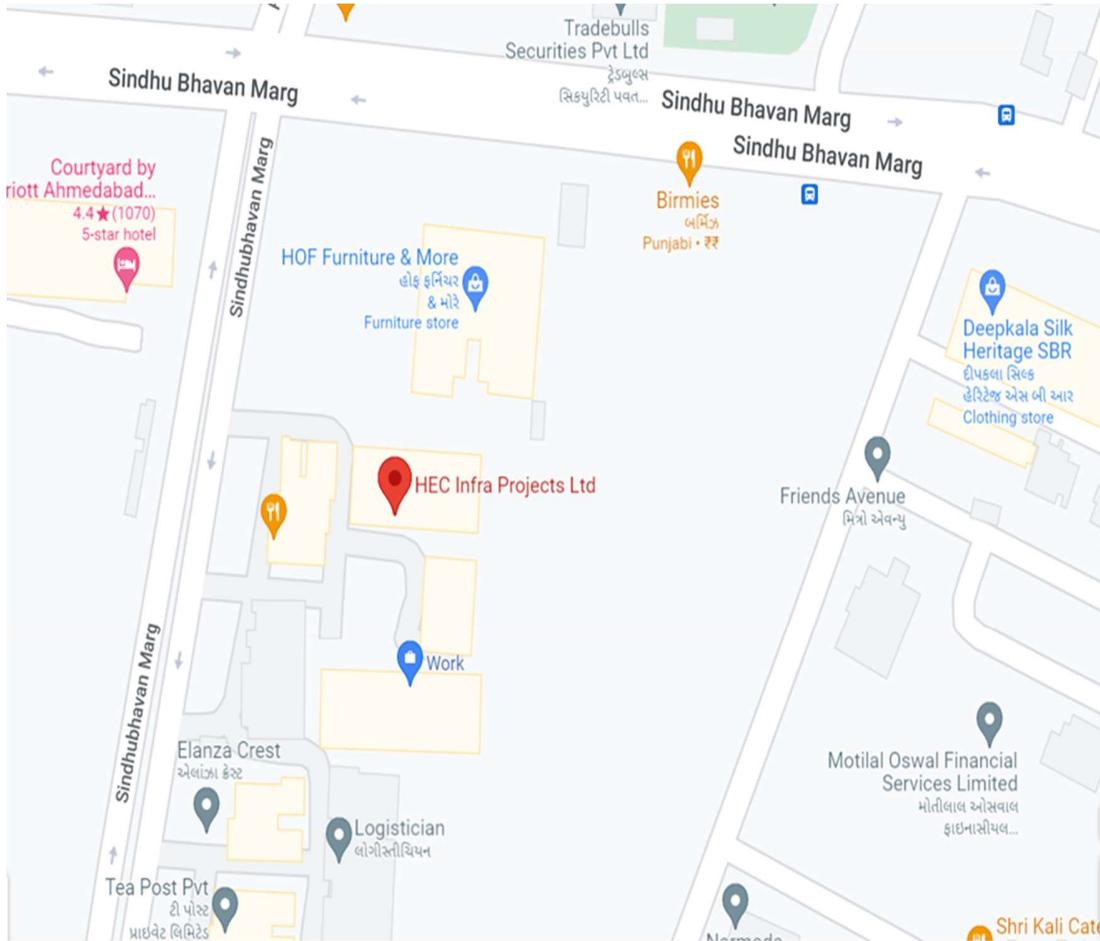
The Board of Directors of the company had appointed Mrs. Dipika Soni(DIN:08846908)as an Additional (Non-Executive) Director of the Company with effect from April 24,2023. Pursuant to the provisions of Section 161(1), Regulation 17 (1C) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 149 of the Companies Act, 2013 and the Articles of Association and is eligible for appointment. The Company has received a notice in writing under Section 160 of the Act from a Member of the Company proposing Mrs. Dipika Soni, as a candidate for the office of a Director. The brief profile is as below:

Sr.No.	Particulars	Details
1.	Age	35 years
2.	Date of Birth	10/09/1987
3.	Qualification	<ul style="list-style-type: none"> • Company Secretary- Member of ICSI • Bachelors degree in commerce
4.	Experience	She has experience in field of Corporate laws namely Companies Act,2013,Income tax and Accounting matters and Secretarial matters.More than 10 years experience in Secretarial matters and other corporate affairs matter
5.	Terms and Conditions of Appointment	As per the provisions of Companies Act,2013
6.	Remuneration sought to be paid	Presently Nil. However Board reserves the right to pay Sitting fees within the limits prescribed under the Companies Act, 2013

7.	Date of first appointment on the Board	April 24,2023
8.	Details of shareholding in the company	Nil
9.	Details of relationship with other Directors, Managers and Key managerial personnel	Nil
10.	Number of Board meeting attended since the appointment as additional director	1 out of 1
11.	Details of Directorship in other companies	Frontline Corporation Limited
12.	Membership/Chairmanship of Committess of other Company's Board	Member of Nomination and Remuneration committee of Frontline Corporation Limited

None of Directors, Key Managerial Personnel of the Company or their relatives, except Mrs. Dipika Soni to whom the resolution relates, is interested or concerned in the aforesaid resolution.

Route Map:



HEC INFRA PROJECTS LIMITED

CIN: L45200GJ2005PLC046870

Registered Office: Sigma-1 Corporates, Corporate House No. 6, SindhuBhavan Road,Nr. Mann Party Party Plot Cross Road, Boadakdev, Ahmedabad- 380054

Tel. No.: +91-79-40086771-74; E-mail: elect@hecproject.com; Web: www.hecprojects.in

ATTENDANCE SLIP

Name & Address of Shareholder/ Proxy holder	DP Id*	Folio No./ Client Id*	No of Shares held

I hereby record my presence at the **Extraordinary General Meeting(EGM/2023-2024/01)** of the Company, held on **Monday,24th July 2023 at 11.00 am** at the registered office of the Company Situated at Sigma 1 Corporates, Corporate House No. 6,SindhuBhavan Road, Nr. Mann Party Plot Cross Road, Bodakdev, Ahmedabad- 380054.

Signature of the Shareholder/ Proxy holder

NOTES:

1. Shareholders / Proxy holders are requested to bring the Attendance Slip with them when they come to the Meeting andhand it over at the gate after affixing their signature on it.
2. Only Shareholders of the company and/ or their Proxy will be allowed to attend the Meeting.

*Applicable for the Investors holding Shares in electronic form

HEC INFRA PROJECTS LIMITED

CIN: L45200GJ2005PLC046870

Registered Office: Sigma-1 Corporates, Corporate House No. 6, SindhuBhavan Road, Nr. Mann Party Party Plot Cross Road, Boadakdev, Ahmedabad- 380054
Tel. No.: +91-79-40086771-74; E-mail: elect@hecproject.com; Web: www.hecprojects.in

FORM NO MGT 11

PROXY FORM

(Pursuant to Section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014)

Name of the Member(s)	
Registered Address :	
E mail Id :	
Folio No / Client ID*:	
DP ID* :	

* Applicable for investors holding shares in electronic form.

I / We, being the member(s) holding.....Shares of the above named Company, hereby appoint:

(1) NameAddress
.....Email ID.....

Signature.....or failing him/her

(2) NameAddress
.....Email ID.....

Signature.....or failing him/her(3) Name
.....Address

Email ID..... Signature.....or
failing him/her

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the **Extraordinary General Meeting(EGM/2023-2024/01) of the Company**, to be held on **Monday, 24th July 2023 at 11.00 am** at the Registered office of the Company Situated at Sigma 1 Corporates, Corporate House No. 6, SindhuBhavan Road, Nr. Maan Party Plot Cross Road, Bodakdev, Ahmedabad- 380054 and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No.	Resolution
	Agendas:

1.	REGULARIZATION OF MRS.NEETU JALAN(DIN:08719470) AS A NON-EXECUTIVE DIRECTOR CUM INDEPENDENT DIRECTOR OF THE COMPANY
2.	REGULARIZATION OF MRS.DIPIKA SONI (DIN:08846908) AS A NON-EXECUTIVE DIRECTOR CUM INDEPENDENT DIRECTOR OF THE COMPANY

Signed this _____ day of _____ 2023

Signature of Shareholder _____

Signature of Proxy holder(s) _____

Please affix Re 1/- Revenue Stamp
--

Note:

- 1) This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the Meeting.
- 2) A Proxy need not be a member of the Company.
- 3) A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. A member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.
- 4) Appointing a proxy does not prevent a member from attending the meeting in person if he so wishes.
- 5) In the case of jointholders, the signature of any one holder will be sufficient, but names of all the jointholders should be stated