

29th July, 2023

To,
BSE Limited
Phiroze Jeejeebhoy towers,
Dalal Street,
Mumbai-400 001.

Scrip ID/ Code: FOCUS/543312

Sub : Proceeding of 16th Annual General Meeting ("AGM") of Focus Business Solution Limited ("the Company") held on Saturday, July 29, 2023

Dear Sir,

This is to inform you that 16th Annual General Meeting (AGM) of Company was held on Saturday the 29th July, 2023 at 12:30 P.M at the registered office of the Company situated at 703, Rajhans Complex, Nr. Kadiwala School, Ring Road, Surat, 395002 Gujarat, India and concluded at 01:30 PM and all the businesses mentioned in the Notice dated July 05, 2023, convening the 16th AGM were transacted thereat.

Pursuant to Regulation 30 of the SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, we are pleased to enclose herewith proceedings of the 16th Annual General Meeting of the Company held on 29th July, 2023.

Pursuant to Regulation 44(3) of the SEBI (LODR) Regulations, 2015, voting results of 16th Annual General Meeting shall be submitted to the Stock Exchange in due course and shall also be uploaded on the official Company's website www.focusbsl.com and shall also be placed at the registered office of the Company.

Kindly take the same on your records and oblige.

Thanking you,
Yours faithfully,

For Focus Business Solution Limited

Dinal Kansadwala
Company Secretary & Compliance Officer
ACS No: 65092

Date: 29th July, 2023
Place: Surat

SUMMARY OF PROCEEDINGS OF THE 16th ANNUAL GENERAL MEETING

Present

Director:

Mr. Mohamedyaseen Muhammadbhai Nathani	- Managing Director & Chairman
Mr. Mohamedamin Mohammad Nathani	- Whole Time Director
Mr. Pareshkumar Arjanbhai Patel	- Independent Director
Ms. Saba Banu Bawani	-Independent Director

In Attendance:

Ms. Dinal Kansadwala	- Company Secretary & Compliance Officer
Mr. Mohammed Ilyas Shaikh	- Chief Financial Officer
Mr. Dhaval Master	- Scrutinizer

The 16th Annual General Meeting (AGM) of M/s Focus Business Solution Limited was held on Saturday the 29th July, 2023 and the meeting Commenced at 12:30 P.M at the registered office of the Company situated at 703, Rajhans Complex, Nr. Kadiwala School, Ring Road, Surat, 395002 Gujarat, India.

Mr. Mohamedyaseen Muhammadbhai Nathani was appointed as Chairman of the Meeting. After declaring the quorum to be present, the Company secretary calls the Meeting to order.

With the permission of the Shareholders, Notice convening the 16th Annual General Meeting and the standalone Audited Financial Statement of the Company for the financial year ended March 31, 2023, the Auditor's Report thereon and the Director's Report were taken as read.

The Company Secretary requested the Chairman to deliver his speech. The Chairman thereafter addressed the shareholders.

The Chairman informed the members, that the Board of Directors have appointed Mr. Dhaval Master, Practicing Company Secretary, Surat as the Scrutinizer to scrutinize the remote e-voting process as well as the voting though ballot conducted at the AGM.

The resolutions pertaining to the following items as set out in the Notice dated 5th July, 2023, convening the 16th AGM of the Company have been transacted at the said AGM:

Sr. no.	Particulars	Resolution Type
ORDINARY BUSINESS		
1.	To adopt the Audited Balance Sheet as at March 31, 2023 and the Profit and Loss Account for the year ended on that date together with the Schedules thereon, along with the Reports of the Directors and Auditors thereon.	Ordinary Resolution
2.	To appoint Mr. Mohamedamin Mohammad Nathani (DIN: 02759560) as a Director who retires by rotation and being eligible, seeks reappointment	Ordinary Resolution
SPECIAL BUSINESS		
3.	To approve Increase In Authorized Share Capital and Consequent Amendment to the Capital Clause of the Memorandum Of Association	Ordinary Resolution
4.	To approve issue of Bonus Share	Ordinary Resolution
5.	To approve and Execution of "Focus Business Solution Limited- Employees' Stock Option Plan 2023 ("ESOS 2023")"	Special Resolution

Thereafter, the Company Secretary requested the members to ask their queries if any. As there were no questions received from members, the Company Secretary concluded the Meeting and thanked the members present at the meeting.

The Meeting was concluded at 01:30 P.M

For Focus Business Solution Limited

Dinal Kansadwala
Company Secretary & Compliance Officer
ACS No: 65092

Date: 29th July, 2023

Place: Surat