

Kilburn Office Automation Ltd.

DIRECTORS	SANDEEP KUMAR JALAN - CHAIRMAN VARADARAJAN VANCHI - MANAGING DIRECTOR CHITTARANJAN PAUL MANMOHAN SINGH ALLAPANDA DEVIAH NANAIYA MADHUSUDAN SEN AMRESH KUMAR JAIN
COMPANY SECRETARY	DILIP KUMAR GHOSH
REGISTRARS & SHARE TRANSFER AGENTS	MAHESHWARI DATAMATICS PVT. LTD. 6,MANGOE LANE,2ND FLOOR, KOLKATA-700 001. PHONE NO. (033)-2243-5809/5029/2248-2248 FAX NO.(033)-2248-4787 E-MAIL : mdpl@cal.vsnl.net.in mdpldc@yahoo.com
AUDITORS	PATNI & CO., CHARTERED ACCOUNTANTS
BANKERS	CANARA BANK UNITED BANK OF INDIA CENTRAL BANK OF INDIA INDIAN OVERSEAS BANK
REGISTERED & CORPORATE OFFICE	“SHANTINIKETAN”,15TH & 16TH FLOOR, 8,CAMAC STREET, KOLKATA-700 017. PHONE NO. (033)-2248-2248 FAX NO. (033)-2282-8502 E-MAIL : koalcorporate@kilburn.in
WORKS	7, 7A & 8 MINERVA GARDEN COMPLEX DIAMOND HARBOUR ROAD , JOKA , KOLKATA- 700 104 . PHONE NO. (033)-2453-7925/26 AUTO FAX NO. (033)-24 53-7925/26 E-MAIL :koalfactory@kilburn.in

Kilburn Office Automation Ltd.

www.kilburn.in

NOTICE

Notice is hereby given that the Thirtieth Annual General Meeting of the Company will be held at Gyan Manch, 11, Pretoria Street, Kolkata-700 071, on Monday, the 12th day of September, 2011 at 11.00 a.m. to transact the following business :

AS ORDINARY BUSINESS

1. To receive, consider and adopt the Balance Sheet as at 31st March, 2011 and the Profit and Loss Account for the year ended as on that date together with the Reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of Mr. Madhusudan Sen, who retires by rotation and being eligible offers himself for re-appointment.
3. To appoint a Director in place of Mr. Amresh Kumar Jain ,who retires by rotation and being eligible offers himself for re-appointment.
4. To re-appoint the Auditors and to fix their remuneration.

Place: Kolkata
Date : 15th July, 2011

**For and on behalf of the Board
SANDEEP KUMAR JALAN
CHAIRMAN**

NOTES

1. The Register of Members of the Company will remain closed from 5th September,2011 to 12th September, 2011 (both days inclusive).
2. A Member entitled to attend and vote at the Meeting may appoint a proxy to attend and vote thereat instead of himself and a proxy need not be a member of the Company. Proxies in order to be effective must be received by the Company at its Registered Office and Corporate Office at "Shantiniketan", (15th & 16th Floor), 8 Camac Street, Kolkata 700 017 not less than forty eight hours before the meeting.
3. Shareholders are requested to bring the admission slip alongwith their Copy of the Annual Report at the Annual General Meeting.
4. Members are informed that consequent to the issue of Notification by the Department of Company Affairs,they can now avail the nomination facility in respect of their Shares/Debentures/Deposits held in the Company.Members may kindly send the Nomination Form to the Registrars & Share Transfer Agents of the Company at the earliest.

Kilburn Office Automation Ltd.

**ANNEXURE TO THE NOTICE OF THE ANNUAL GENERAL MEETING
INFORMATION PURSUANT TO CLAUSE 49 OF THE LISTING AGREEMENT
FOR RE-APPOINTMENT OF DIRECTORS**

Name of the Director(s)	MR.MADHUSUDAN SEN	MR.AMRESH KUMAR JAIN
Age	68 Years	44 Years
Date of appointment	30.01.2003	28.05.2008
Qualifications	B.Sc	FCA, DISA
Expertise in specific functional areas	Sales & Marketing	Accounts & Finance
List of outside Directorships held	Nil	1.Jain Coaching Centre Private Limited
Memberships/Chairman of Committees held in other Public Companies	Nil	Nil

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DIRECTORS' REPORT FOR THE FINANCIAL YEAR ENDED 31ST MARCH, 2011

Your Directors submit their Report together with the Audited Accounts of the Company for the Financial Year ended 31st March, 2011.

FINANCIAL RESULTS

Your Company recorded the following results for the Financial Year ended 31st March, 2011.

	Financial year Ended 31st March, 2011	Financial year Ended 31st March, 2010
Gross Operating Profit	93,57,382	1,98,18,593
Depreciation	28,08,766	28,36,072
Net Profit Before Taxation	65,48,616	1,69,82,521
Current Tax	(12,14,200)	(28,86,200)
Deferred Tax Credit	2,78,425	(20,14,580)
Net Profit after Taxation	56,12,841	1,20,81,741
Profit brought forward from Previous Year	2,44,60,184	1,58,49,601
Profit available for Appropriation	3,00,73,025	2,79,31,342
Transferred to General Reserve	-	3,02,100
Proposed Dividend on :-		
11% Cumulative Redeemable Preference Shares	-	27,08,712
Dividend Tax	-	4,60,346
Surplus Carried to Balance Sheet	3,00,73,025	2,44,60,184

DIVIDEND

Keeping in view the difficult business conditions, the Directors consider it prudent to conserve the valuable resources and defer payment of Dividend on both Cumulative Redeemable Preference Shares and Equity Shares.

PERFORMANCE REVIEW

The Company was able to register a revenue growth of 38.56% over the previous year. Operating income increased to Rs.5636 Lacs from Rs.4067 Lacs. The growth was possible due to tie-up of the Company with Pitney Bowes India Pvt. Ltd. for marketing of Digital Franking Machines (DFM) on notional basis. About 23.62% of its revenue turnover came from DFM Sales in the last 2 quarters of the Financial Year. Besides, the Company was able to increase its market share on Coin Vending Machines and Shrink Wrap Machines. The Company registered a 12.50% increase on its Copier Operations. In spite of these efforts, the operating profits (PBT) decreased substantially due to pressure on margins and inability to contain operating costs. However, the Company expects to reap the benefit of service revenues arising out of these sales in the coming years.

Kilburn Office Automation Ltd.

FUTURE PROSPECTS

The Office Automation Products are the drivers of economic growth and the Company has the benefit of excellent Distributorship tie-ups with the global leaders in all its three areas of operations.

The migration from the currently used Electronic Franking Machines to Remotely Managed Digital Franking Machines was notified by the Department of Posts and became effective from mid of the year. Your Company hopes to derive maximum benefit of the migration in the current year and the years following. Besides, the Company is diversifying its product range on all the fronts, especially from the Banking Segment. The sale of Digital Duplicators launched by the Company met with encouraging results and the Company hopes to capitalize its initial success further in future. This product finds application in the high growth educational and Government sectors. Your Company is also consciously working on strategies to withdraw from some of the low margin high competition areas and is thus hopeful of better operational performance in future.

CONSERVATION OF ENERGY, TECHNOLOGY ABSORPTION, FOREIGN EXCHANGE EARNINGS AND OUTGO

Statement Pursuant to the Provisions of Sec.217(1)(e) of the Companies Act, 1956 Read with Companies (Disclosure of Particulars in the Report of Board of Directors) Rules, 1988 is given in Annexure "A".

PARTICULARS OF EMPLOYEES

Industrial relations in the Company continued to be cordial and satisfactory. Pursuant to the provisions of Section Section 217(2A) of the Companies Act, 1956 read with Companies (Particulars of Employees) Rules, 1975 is not applicable.

DIRECTORS

Mr. Madhusudan Sen and Mr. Amresh Kumar Jain retire from office by rotation in accordance with the provisions of the Companies Act, 1956 and the Articles of Association of the Company, and being eligible, offer themselves for re-appointment.

DIRECTORS RESPONSIBILITY STATEMENT

In terms of Section 217(2AA) inserted by Companies (Amendment) Act, 2000, your Directors have :

- a) followed in the preparation of the Annual Accounts, the applicable accounting standards with proper explanations relating to material departures;
- b) selected such accounting policies and applied them consistently and made judgements and estimates that are reasonable and prudent so as to give a true and fair view of the state of affairs of your Company as at 31st March, 2011 and of the profit/loss of your Company for that period;
- c) taken proper and sufficient care for the maintenance of adequate accounting records in accordance with the provisions of the Companies Act, 1956 for safeguarding the assets of your Company and for preventing and detecting frauds and other irregularities; and
- d) prepared the Annual Accounts on a going concern basis.

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AUDITORS

Messrs. Patni & Co., Chartered Accountants, the Auditors of the Company, retire and being eligible, shall subject to Section 224 of the Companies Act, 1956 offer themselves for re-appointment.

The Directors are of the view that notes to the Accounts adequately provide the necessary information and answer to the observations of the Auditors in their Report.

CORPORATE GOVERNANCE

A Separate Section on Corporate Governance is included in the Annual Report and the Certificate from the Statutory Auditors confirming compliance of the conditions on Corporate Governance as stipulated in Clause 49 of the Listing Agreement is annexed thereto.

ACKNOWLEDGEMENT

Your Directors acknowledge the recognition given and trust reposed in your Company by the Depositors, Banks, Registrar of Companies, Reserve Bank of India, Mumbai Stock Exchange and other Government Agencies and record appreciation for their support and look forward to their continued confidence in the Company. Your Directors also place on record their appreciation for the valuable contribution and co-operation of all categories of employees of the Company.

Place: Kolkata
Date : 15th July, 2011

For and on behalf of the Board
SANDEEP KUMAR JALAN
CHAIRMAN

Annexure 'A' to the Directors' Report

Statement pursuant to the Provisions of Sec. 217(1)(e) of the Companies Act, 1956 Read with Companies (Disclosure of Particulars in the Report of Board of Directors) Rules, 1988

A. Conservation of Energy

- a) Energy Conservation measures taken :

The Company's operations are not energy intensive. Most equipments traded are of imported origin. For those equipments manufactured locally, our in-house facilities are restricted to Vendor development, assembly and testing of the Products. Maximum use is made of natural lighting in the production area/s.

- b) Additional investments and proposals, if any being implemented for reduction of Consumption of energy:-

Nothing in particular.

- c) Impact of measures at (a) and (b) above for reduction of energy consumption and consequent impact on the cost of production goods :

Impact of measures at (a) &(b) will be very marginal.All efforts are being made to keep the consumption within reasonable limits.

B. Technology Absorption

Research & Development (R&D)

- 1) Specific areas in which R&D carried out by the Company :

The Company was successful to develop three models of Shrink-Wrap Machines for packing of soiled Currency Notes during the year. All of these models have gained good commercial acceptance.

- 2) Benefits derived as a result of above R&D :

Company was able to manufacture over 400 SWS machines based on the R&D. Order flow is expected in future for such machines.

- 3) Future plan of Action :

Company is targeting production of Currency inspection systems, High Speed Note Counting Machines and Shrink-Wrap Machines to make optimum utilization of its available infra-structure.

- 4) Expenditure on R&D :

a) Capital	}	Research & Development is carried out
b) Recurring	}	by the Company as part of Production
c) Total	}	Process and therefore, no separate cost
d) Total R&D expenditure as	}	has been booked under the head
percentage of total turnover	}	"Research & development"

Technology, absorption, adaption and innovation : Not applicable.

Import of Technology : Nil.

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C) Foreign Exchange Earnings & Outgo

- a) Foreign Exchange Earnings :
- b) Total Foreign exchange used :

The Company trades in imported equipments which are procured from the foreign Principals. During the year, the Company has incurred expenditure in foreign exchange equivalent to Rs.25,52,338 comprising of Rs.19,92,527 for import of finished goods and components and Rs.5,59,811 for travelling and others.

Place: Kolkata
Date : 15th July, 2011

For and on behalf of the Board
SANDEEP KUMAR JALAN
CHAIRMAN

REPORT ON CORPORATE GOVERNANCE

Your Company has been practicing the principle of good Corporate Governance, which comprises all activities that result in the control of the Company in a regulated manner, aiming to achieve transparent, accountable and fair management. The details of the Corporate Governance compliance by the Company as per the revised Clause 49 of the Listing Agreement with Stock Exchange are as under :-

COMPLIANCE OF MANDATORY REQUIREMENTS

A. COMPANY’S PHILOSOPHY ON CODE OF GOVERNANCE

The basic philosophy of Corporate Governance in the Company is to achieve business excellence and dedicate itself to increasingly long-term Shareholders value, keeping in view the needs and interests of all its stakeholders. The Company is committed to transparency in all its dealings and places emphasis on business ethics.

B. BOARD OF DIRECTORS

(i) Composition of Board, Directorships & Committee Positions held in other Companies as at 31st March, 2011:-

The Board consists of Seven Directors, one of whom is the Managing Director. All other Directors are non-executive. The Chairman is non-executive and not less than one third of the Board comprises of independent Directors. The Company did not have any pecuniary relationship or transactions with the Non – Executive Directors during the period under review.

The remuneration, in the form of sitting fees, of Non–Executive Directors is decided by the Board of Directors. During the year, five Board Meetings were held on 28th May, 2010, 6th August, 2010, 2nd November, 2010, 9th November, 2010 and 21st January, 2011.

The composition of Directors and the attendance at the Board Meetings during the year and at the last Annual General Meeting and also number of other Directorships/ Committee Memberships are given below :

Name of Directors	Category	No. of Outside Directorships held (excluding *)		No. of Outside Committees #		No. of Board meetings attended	Attendance at Last A.G.M
		As Director	As Chairman	As Member	As Chairman		
1. Mr. S.K. Jalan	Chairman Non Executive & Non-Independent	6	-	1	-	5	Yes
2. Mr.V.Vanchi	Executive Managing Director	5	-	-	2	5	Yes
3.Mr.A.D.Nanaiya	Non-Executive Independent Director	1	-	2	-	2	Yes
4.Mr.C.R.Paul	Non-Executive Independent Director	1	-	2	1	5	Yes
5.Mr.M.Singh	Non-Executive Independent Director	1	-	3	-	2	Yes
6.Mr.M.Sen	Non-Executive Independent Director	-	-	-	-	5	Yes
7.Mr.Amresh Kumar Jain	Non-Executive Independent Director	-	-	-	-	5	Yes

Note :- * Excludes Directorships held in Private Limited Companies, Foreign Companies, Companies under Section 25 of the Companies Act, 1956.

Memberships / Chairmanships of Audit Committee, Remuneration Committee and Shareholders / Investors Grievance Committee have been considered.

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(ii) CODE OF CONDUCT

The Company has laid down a Code of Conduct for all its Board members and Senior Management Personnel who have affirmed their compliance therewith. The Code of Conduct is available on the Company's website. A Certificate of affirmation in this regard is appended.

C. AUDIT COMMITTEE

The Audit Committee comprises of Mr..Amresh Kumar Jain, Mr.C.R.Paul and Mr.M.Sen. Mr. Amresh Kumar Jain is the Chairman of the Committee.

The Audit Committee met four times during the year on 28th May,2010,6th August,2010,2nd November,2010 and 21st January,2011.

Mr. D.K. Ghosh, Secretary of the Company, acts as the Secretary of the committee.

The terms of reference of the Audit Committee are set out in accordance with the requirements of Clause 49 of the Listing Agreement and Section 292A of the Companies Act,1956.

D. REMUNERATION COMMITTEE

The Remuneration Committee comprises of Mr.M.Sen, Mr.C.R.Paul and Mr.Amresh Kumar Jain.

Mr.M.Sen is the Chairman of the Committee.

The Remuneration Committee did not meet during the year as there was no business.

The Committee is empowered to recommend/ fix/ revise the remuneration packages of the Whole Time / Managing Director based on performance and other defined criteria.

The remuneration policy generally consists of basic remuneration, perquisites and performance incentives.

The details of remuneration paid to Directors for the year ended 31st March, 2011 are as follows:

Names of the Directors	Sitting Fees (Rs)	Salary (Rs)	Perquisites (Rs)	Retirement Benefits (Rs)	Commission (Rs)	Total (Rs)
Mr.S.K.Jalan,Chairman	21,000	—	—	—	—	21,000
Mr.V.Vanchi,Managing Director	—	21,39,833	14,35,480	3,33,814	—	39,09,127
Mr. A. D. Nanaiya	6,000	—	—	—	—	6,000
Mr. C. R. Paul	27,000	—	—	—	—	27,000
Mr. M. Singh	6,000	—	—	—	—	6,000
Mr. M. Sen	33,000	—	—	—	—	33,000
Mr. Amresh Kumar Jain	27,000	—	—	—	—	27,000

The Company does not have any Employee Stock Option Scheme.

The agreement with the Managing Director is contractual in nature and is for a period of three years (i.e. from 14th November, 2009 to 13th November, 2012). The agreement may be terminated by either party by giving a notice of not less than six months in writing.

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E. SHAREHOLDERS / INVESTORS GRIEVANCE COMMITTEE

The Shareholders/Investors Grievance Committee comprises of Mr.S.K.Jalan, Mr.V.Vanchi and Mr.M.Sen. Mr.M.Sen is the Chairman of the Committee.

The Shareholders/Investors Grievance Committee met twice during the year on 28/5/2010 and 21/01/2011.

All valid requests for share transfers received during the year have been acted upon and there were no shares pending for transfer as on 31st March 2011.

Computation of complaints received and resolved during the year ended 31st March, 2011:-

a	No. of complaints received from Shareholders mainly for non receipt of annual report, share certificate etc	1
b	No. of Complaints resolved	1
c	No. of pending share transfers as on 31.03.2011	Nil

Mr. D. K. Ghosh, Secretary of the Company is the Compliance Officer.

F. GENERAL BODY MEETINGS

Details of Annual General Meetings:-

The location and time of the Annual General Meetings held during the last three years are as follows:

AGM	Date	Venue	Time	No. of Special Resolutions passed
AGM	06.08.2010	Gyan Manch, 11,Pretoria Street, Kolkata-700 071	11 A.M.	1
AGM	24.8.2009	-Do-	-Do-	Nil
AGM	24.8.2008	-Do-	-Do-	1

No Special Resolution was put through Postal Ballot during the Financial Year ended 31st March, 2011.No Special Resolution requiring a Postal Ballot is being proposed at the ensuing Annual General Meeting.

G. DISCLOSURES

(i) Disclosures on materially significant related party transactions :-

Details of related party transactions during the year have been set out under Note 18 of Schedule XVI of the Annual Accounts. However, these are not having any Potential conflict with the interests of the Company at large.

(ii) Details of Non-Compliance by the Company, penalties, stricture imposed on the Company by the Stock Exchange,SEBI or any Statutory authorities on any matter related to Capital Markets:-

All the requirements of the listing agreement with the Stock Exchange as well as Regulations and guidelines of SEBI have been complied with by the Company. No penalty has been imposed or stricture has been made by SEBI, Stock Exchange or any Statutory Authorities on matters relating to Capital Markets during the last three years.

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(iii) Whistle Blower Policy

The Company does not have any Whistle Blower Policy as of now but no personnel are being denied any access to the Audit Committee.

(iv) Details of Compliance with mandatory requirement and adoption of non- mandatory requirements:-

The Company has adopted the mandatory requirement recommended by Clause 49 of the Listing Agreement with the Stock Exchange and except, the constitution of the Remuneration Committee; none of the non-mandatory requirements of Clause 49 has been adopted or implemented.

H. MEANS OF COMMUNICATION

(i) Financial Results and Annual Reports etc.,

Quarterly Unaudited Financial Results and Annual Audited Financial results as approved and taken on record by the Board of Directors of the Company are published during the year under review in leading newspapers i.e., The Business Standard /The Financial Express (English-Kolkata edition) and Aajkaal/Dainik Statesman (Bengali-local edition) and are also sent immediately to the Mumbai Stock Exchange with which the Shares of the Company are listed. The Annual Reports are mailed to every shareholder of the Company timely.

(ii) Management Discussion and Analysis Report (MD&A):-

The Management Discussion and Analysis Report have been given as part of Annual Report.

I. GENERAL SHAREHOLDER INFORMATION

- i) **Next Annual General Meeting** : Date - 12th September,2011
Time - 11.00 A.M.
Venue - Gyan Manch,11,Pretoria Street,Kolkata-700 071.
- ii) **Financial Year** : The Financial Year of the Company covers
: 1st April,2010 to 31st March,2011
- iii) **Date of Book Closure** : 5th September,2011 to 12th September,2011
- iv) **Information Pertaining to the Stock Exchange :-**
 - a) **Listing on Stock Exchange** -The Bombay Stock Exchange Limited,
Phiroze Jeejeebhoy Towers,Dalal Street,
Mumbai-400 001.
 - b) **Stock Code for:**
 - i) Bombay Stock Exchange - 523218
 - ii) ISIN No. for the Company's
Equity Shares in Demat Form: - INE793E01014
 - iii) Depository Connectivity: - NSDL & CDSL
 - iv) The Annual Listing fees of the Bombay Stock Exchange have been paid by
the Company for the Year 2011-2012.

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v) **STOCK MARKET PRICE DATA:-**

Month	Mumbai Stock Exchange		
	High (in Rs.)	Low (in Rs.)	BSE Closing Indices
April 2010	8.24	6.65	17558.71
May 2010	8.10	6.67	16944.63
June 2010	8.04	6.77	17700.90
July 2010	9.11	7.11	17868.29
August 2010	9.49	8.04	17971.12
September 2010	10.64	7.85	20069.12
October 2010	12.49	8.70	20032.34
November 2010	14.00	8.30	19521.25
December 2010	16.20	9.20	20509.09
January 2011	15.75	9.51	18327.76
February 2011	13.00	9.40	17823.40
March 2011	12.50	8.78	18486.45

vi) **Registrars & Share Transfer Agents:**

Maheshwari Datamatics Pvt. Ltd.
6, Mangoe Lane, Surendra Mohan Ghosh Sarani,
Kolkata 700 001.
Phone Nos. :- (033) 2243-5809 / 5029 / 2248-2248
Fax No.:- (033)-2248-4787
E-Mail No.-mdpl@cal.vsnl.net.in / mdpldc@yahoo.com

vii) **Share Transfer System:**

Transfers of shares are registered and processed by the Registrars / Share Transfer Agents within 15 days from the date of receipt, if the relevant documents are complete in all respects.

viii) **Distribution of Shareholding as on 31st March, 2011 :-**

a) According to number of Ordinary Shares held :-

Slab of Shareholding	Physical		Demat		Total		% age
	No. of Share Holders	No. of Shares	No. of Share Holders	No. of Shares	No. of Share Holders	No. of Shares	
1 TO 500	2517	465455	1392	298649	3909	764104	11.3199
501 TO 1000	135	105405	260	229817	395	335222	4.9662
1001 TO 2000	22	31700	121	194076	143	225776	3.3449
2001 TO 3000	5	12200	28	72733	33	84933	1.2582
3001 TO 4000	3	10600	21	75451	24	86051	1.2748
4001 TO 5000	1	4300	11	52255	12	56555	0.8378
5001 TO 10000	2	14500	27	204145	29	218645	3.2391
10001 AND ABOVE	1	30000	35	4948814	36	4978814	73.7591
TOTAL	2686	674160	1895	6075940	4581	6750100	100.0000

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b) According to Category of Holding :-

CATEGORY	Physical		Demat		Total		% age
	No. of Folios	No. of Shares	No. of Folios	No. of Shares	No. of Folios	No. of Shares	
PROMOTERS	1	2200	8	3457611	9	3459811	51.2557
MUTUAL FUNDS	1	6200	-	-	1	6200	0.0919
BODIES CORPORATE	19	46051	85	933718	104	979769	14.5148
PUBLIC	2658	615909	1795	1681015	4453	2296924	34.0280
NRI	7	3800	7	3596	14	7396	0.1096
TOTAL	2686	674160	1895	6075940	4581	6750100	100.0000

ix) **Dematerialization of Shares and liquidity :-**

As per the SEBI's Guidelines, your Company's Equity Shares are available for trading in electronic form. As per the Agreements of the Company with National Securities Depository Limited (NSDL) and the Central Depository Services (India) Limited (CDSL), the investors have the option to dematerialise their Equity Shares with either of the Depositories.

x) **Outstanding GDR's /ADR's/Warrant or any Convertible Instruments, Conversion****Date and likely on equity: -**

Not Applicable

xi) **Plant Location**

Minerva Garden Complex
Diamond Harbour Road, Joka
Kolkata- 700 104.

xii) **Address for Correspondence:**

'Shantiniketan', 15th & 16th floor
8, Camac street
Kolkata 700 017.
Phone Nos. (033)-2282-8501/8268/8272
Fax No. (033)-2282-8502
E-mail Nos.:- koalcorporate@kilburn.in

Place: Kolkata
Date: 15th July, 2011

SANDEEP KUMAR JALAN
CHAIRMAN

Kilburn Office Automation Ltd.

Declaration regarding Compliance by Board Members and Senior Management Personnel on the Company's Code of Conduct

To

The Members of Kilburn Office Automation Limited,

Declaration by the Managing Director under Clause 49 of the Listing Agreement

I, V. Vanchi, Managing Director of Kilburn Office Automation Limited hereby declare that all the members of the Board of Directors and Senior Management Personnel have affirmed compliance with the Code of Conduct for the year ended 31st March, 2011.

Place: Kolkata

Date: 15th July, 2011

V.VANCHI

MANAGING DIRECTOR

AUDITOR'S CERTIFICATE

AUDITOR'S CERTIFICATE ON COMPLIANCE WITH THE CONDITIONS OF CORPORATE GOVERNANCE UNDER CLAUSE 49 OF THE LISTING AGREEMENT

To

The Members of Kilburn Office Automation Ltd.

We have examined the compliance of conditions of Corporate Governance by **Kilburn Office Automation Ltd** for the year ended 31st March, 2011 as stipulated in clause 49 of the Listing Agreement of the said company with the Stock Exchange.

The compliance of conditions of Corporate Governance is the responsibility of the Management. Our examination was carried out in accordance with the Guidance Note on Certification of Corporate Governance (as stipulated in Clause 49 of the Listing Agreement) issued by the Institute of Chartered Accountants of India and was limited to procedures and implementation thereof, adopted by the company for ensuring the compliance of the conditions of Corporate Governance. It is neither an audit nor an expression of opinion on the financial statements of the company.

In our opinion and to the best of our information and according to the explanations given to us, we certify that the company has complied with the conditions of Corporate Governance as stipulated in Clause 49 of the Listing Agreement .

We state that such compliance is neither an assurance as to the future viability of the company nor the efficiency or effectiveness with which the Management has conducted the affairs of the company.

Place: Kolkata

Date: 15th July, 2011

For **PATNI & CO.**

Chartered Accountants

D.K.PATNI

Partner

Membership No.56283

Firm Registration No.320304E

www.kilburn.in

MANAGEMENT DISCUSSION & ANALYSIS

INDUSTRY STRUCTURE & DEVELOPMENT

The Company is engaged in Sales & Marketing of diverse range of Office Automation Products. The Company also provides after Sales Service support. It operates in three Principal Product segments viz. Document Management Products / Solutions, Mailing Products & Banking Products. The range of products, under each of these Product Groups are constantly reviewed and undergo change depending on market needs. However, though there is restructuring of Products within the Group to target market needs, it is observed that the Industry growth in the recent past has been around 15 – 20% per annum due to impact of global recession and other conditions. However, due to various initiatives taken by the Government, as also the rapid technological strides made in the area of IT & Communications, there is sufficient potential for growth for the Company's Products.

FUTURE OUTLOOK

The major advantage of the Company is its excellent tie – ups on all Product segments. All its Principals are specialized global leaders with niche product range. Further more, all the Principals have Indian operations by way of direct presence in India and work in close conjunction with the Company. This helps to identify market opportunities faster and target such markets aggressively in close time frames. The Company in recent past has launched an array of advanced Products like RFMS Digital Franking Machines, Note Banding Machines etc.

THREATS

The major challenge the Company faces in its operations is Product obsolescence and falling operating margins due to intense competition. Further more, in recent past because of inflationary pressures, the operating costs are consistently on the increase. The Company hedges against technological and product obsolescence by offering reliable quality Products and ensuring that most of the Products are registered and available are on DGS&D Rate Contract. The Company also faces the threat of cheap imports from China.

RISK MANAGEMENT

The Company is exposed to risks arising out of exchange parity and changes in import tariff. To hedge against such operational risks, the Company has covered most of its products in DGS&D Rate Contracts which are generally valid for six month tenures.

INTERNAL CONTROL SYSTEM

The Management Information & Review System is an important tool of Company's Control Mechanism. Clearly defined rules, responsibilities and objectives are set out at the beginning of the year to all Regional Heads who are entrusted with the regions' operational responsibilities. All operating parameters are monitored monthly and quarterly in depth and efforts are made to cover all the key areas of operation. The Company has already implemented an ERP solution covering its operations India-wide to further improve the MIS.

HUMAN RESOURCES/INDUSTRIAL RELATIONS

The Company has recognized that good human resource development is essential for the success, growth and improvement of the Company. The employees are provided need-based training both in-house and outside for this purpose. The Company's constant endeavour has been to attract, retain and nurture human potential by developing a culture of values. Your Company would like to record the whole-hearted support and dedication received from employees at all levels.

CAUTIONARY STATEMENT

Statements in the Management discussion and Analysis describing the Company's objectives, projections, estimates, expectations may be 'forward looking statement' within the meaning of applicable securities, laws and regulation. Actual results could differ materially from those expressed or implied. Important factors that could make a difference to the Company's operations include economic conditions, change in the Government regulations, tax laws and other statutes and other incidental factors.

Other matters such as operational and financial performance etc., have been discussed under the respective heads in the Directors' Report.

AUDITORS' REPORT TO THE MEMBERS OF KILBURN OFFICE AUTOMATION LTD

1. We have audited the attached Balance Sheet of Kilburn Office Automation Ltd as at 31st March, 2011, and the related Profit and Loss Account and Cash Flow Statement for the year ended on that date annexed thereto, which we have signed under reference to this report. These financial statements are the responsibility of the company's management. Our responsibility is to express an opinion on these financial statements based on our audit.
2. We conducted our audit in accordance with auditing standards generally accepted in India. Those Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.
3. As required by the Companies (Auditor's Report) Order, 2003 as amended by the Companies (Auditor's Report) (Amendment) Order, 2004 issued by the Central Government of India in terms of sub-section (4A) of Section 227 of 'The Companies Act, 1956' of India (the 'Act') and on the basis of such checks of the books and records of the company as we considered appropriate and according to the information and explanations given to us, we give in the Annexure a statement on the matters specified in paragraphs 4 and 5 of the said Order.
4. We report that:
 - a) *As indicated in Note No.2 of Schedule XVI, Service Income, Interest Costs & Income are accounted for on cash basis. However the consequential effect on the results for the year and net assets position of the company as at the year end has not been ascertained.*
 - b) *As indicated in Note No.13 (a) on Schedule XVI, we are unable to express an opinion on the recoverability of Loans and Advances and the resultant provision, if any, that may arise there from.*
 - c) *As indicated in Note No.15 on Schedule XVI past deferred tax assets have been recognised in the books on the basis of business plans and projected future profitability of the company.*
5. *The aggregate impact of our observations in paragraph 4 above on the results for the year ended 31st March, 2011 and the net assets position as at that date cannot be readily ascertained.*
- 6 Further to our comments above we report that:
 - a) *Subject to our remarks in paragraph 4 (a) to (c) above and other relevant notes given in Schedule XVI, we have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit;*
 - b) *In our opinion, subject to our remarks in paragraph 4(a) above, proper books of account as required by law have been kept by the company so far as appears from our examination of those books;*
 - c) *The Balance Sheet, Profit and Loss Account and Cash Flow Statement dealt with by this report are in agreement with the books of account;*

Kilburn Office Automation Ltd.

- d) In our opinion, the Balance Sheet, Profit and Loss Account and Cash Flow Statement dealt with by this report, *subject to our remarks in paragraph 4(a) to (c) above*, comply with the Accounting Standards referred to in sub-section (3C) of section 211 of the Act ;
- e) On the basis of written representations received from the directors, as on 31st March, 2011 and taken on record by the Board of Directors, we report that none of the directors is disqualified as on 31st March, 2011 from being appointed as a director in terms of clause (g) of sub-section (1) of section 274 of the Act;
- f) In our opinion and to the best of our information and according to the explanations given to us and *subject to our remarks in paragraph 4(a) above*, the said financial statements together with the notes thereon and attached thereto give in the prescribed manner the information required by the Act.
- g) In our opinion and to the best of our information and according to the explanations given to us, *subject to our remarks in paragraph 4 above the consequential effect of which on the net asset position of the company as at 31st March, 2011 and the profit for the year ended on that date is not ascertainable*, the said financial statements give a true & fair view in conformity with the accounting principles generally accepted in India:
- i) in the case of the Balance Sheet, of the state of affairs of the Company as at 31st March, 2011,
 - ii) in the case of the Profit and Loss Account, of the Profit for the year ended on that date; and
 - iii) in the case of the Cash Flow Statement, of the cash flows for the year ended on that date.

Place: Kolkata
Date: 30th day of May, 2011

For **PATNI & CO.**
Chartered Accountants
D.K.PATNI
Partner
Membership No.56283
Firm Registration No.320304E

ANNEXURE TO AUDITORS REPORT

[Referred to in paragraph 3 of the Auditors' Report of even date to the members of Kilburn Office Automation Limited on the financial statements for the year ended 31st March, 2011]

1. (a) The company is maintaining proper records showing full particulars including quantitative details and situation of fixed assets.
(b) The fixed assets are physically verified by the management during the year which in our opinion, is reasonable having regard to the size of the company and the nature of its assets.
(c) In our opinion and according to the information and explanations given to us substantial part of fixed assets has not been disposed of by the company during the year and such disposals has, in our opinion, not affected the going concern status of the Company.
2. (a) The inventory (excluding stocks with third parties and in transit) has been physically verified by the management during the year. In respect of inventory lying with third parties, these have substantially been confirmed by them and those in transit have been verified by the management with reference to subsequent receipt and /or relevant documents. In our opinion, the frequency of verification is reasonable.
(b) In our opinion, the procedures of physical verification of inventory followed by the management are reasonable and adequate in relation to the size of the company and nature of its business.
(c) On the basis of our examination of the inventory records, in our opinion, the company is maintaining proper records of inventory. The discrepancies noticed on verification between the physical stocks and book records were not material.
3. (a) The company has not granted any loans, secured or unsecured, to companies, firms or other parties covered in the register maintained under Section 301 of the Act. Therefore the provisions of the clauses 4(iii) (b), (c), and (d) of the Order, 2004 are not applicable to the company.
(b) The company has taken unsecured loans from three companies covered in the register maintained under Section 301 of the Act aggregating to Rs. 3,57,00,000. The maximum amount involved during the year and the year-end balance of loans from such parties aggregate to Rs.4,80,77,322 and Rs.4,04,77,322 respectively.
(c) The rate of interest and other terms and conditions of such loans are not prima facie prejudicial to the interest of the company.
(d) *Both the principal and interest are repayable on demand hence we are not in a position to comment on the regularity of its payments.*
4. In our opinion and according to the information and explanations given to us, there is an adequate internal control system commensurate with the size of the company and the nature of its business for the purchase of inventory, fixed assets and for the sale of goods and services. Further, on the basis of our examination of the books and records of the company, and according to the information and explanations given to us, we have neither come across nor have been informed of any continuing failure to correct major weaknesses in the aforesaid internal control system.
5. (a) In our opinion and according to the information and explanations given to us, the particulars of contracts or arrangements referred to in Section 301 of the Act have been entered in the register required to be maintained under that section.
(b) *In the absence of readily available market price, we are unable to ascertain the reasonableness of the price involved in respect of the transactions exceeding the value of Rupees five lakhs during the year for sale of services to a company made in pursuance of a contract entered into the register maintained under Section 301 of the Act.*
6. In our opinion and according to the information and explanations given to us, the company has complied with the provisions of Sections 58A and 58AA of the Act and the Companies (Acceptance of Deposits) Rules, 1975 with regard to the deposits accepted from the public. According to the information and explanations given to us, no order under the aforesaid sections has been passed by the Company Law Board on the company.
7. In our opinion, the company has an internal audit system commensurate with its size and nature of its business.
8. The Central Government of India has not prescribed the maintenance of cost records under clause (d) of sub-section (1) of Section 209 of the Act for any of the products of the company.
9. (a) According to the information and explanations given to us and the records of the company examined by us, in our opinion, the company is generally regular in depositing the undisputed statutory dues with respect to

Kilburn Office Automation Ltd.

provident fund, income-tax, sales-tax, employees' state insurance and service tax dues as applicable with the appropriate authorities though there are delay in some cases. However, the company is regular in depositing other statutory dues including investors' education and protection fund, wealth tax, customs duty, excise duty and other material statutory dues, as applicable.

- (b) according to the information and explanations given to us, no undisputed amounts, payable in respect of Provident Fund, income tax, wealth tax, sales tax, service tax, customs duty and excise duty **other than Employees' State Insurance dues of Rs. 2,430/-** were in arrears, as at 31st March, 2011 for a period of more than six months from the date they became payable.
- (c) According to the information and explanations given to us and the records of the company examined by us, there are no dues on account of sales tax, income tax, wealth tax, service tax, customs duty, excise duty and cess which have not been deposited on account of dispute **except** :

Name of Statute	Nature of Dues	Amount (In Lakhs)	Period	Forum where dispute is pending
Income Tax Act	Income Tax	357.00	2004-2005	CIT – Appeals – Kolkata

10. The Company has no accumulated losses. The Company has not incurred cash loss in the financial year under report and in the immediately preceding financial year.
11. According to the records of the company examined by us and the information and explanation given to us, the company has not defaulted in repayment of dues to any financial institution or bank or debenture holders as at the balance sheet date.
12. The company has not granted loans and advances on the basis of security by way of pledge of shares, debentures and other securities.
13. The provisions of any special statute applicable to chit fund / nidhi / mutual benefit fund/societies are not applicable to the company. Therefore, the provisions of this clause of the Companies (Auditor's Report) Order 2003, as amended by the Companies (Auditor's Report) Amendment Order, 2004 are not applicable to the company.
14. In our opinion, the company is not a dealer or trader in shares, securities, debentures and other investments.
15. In our opinion and according to the information and explanations given to us, the company has not given any guarantee for loans taken by others from banks or financial institutions during the year.
16. The company has not obtained any term loans.
17. On the basis of an overall examination of the balance sheet of the company, in our opinion and according to the information and explanations given to us, there are no funds raised on a short-term basis which have been used for long-term investment.
18. The company has not made any preferential allotment of shares to parties and companies covered in the register maintained under Section 301 of the Act during the year.
19. The company has not issued any debentures during the year and no debentures are outstanding at the end of the year.
20. The company has not raised any money by public issues during the year.
21. During the course of our examination of the books and records of the company, carried out in accordance with the generally accepted auditing practices in India, and according to the information and explanations given to us, we have neither come across any instance of fraud on or by the company, noticed or reported during the year, nor have we been informed of such case by the management.

Place: Kolkata
Date: 30th day of May, 2011

For **PATNI & CO.**
Chartered Accountants
D.K.PATNI
Partner
Membership No.56283
Firm Registration No.320304E

Kilburn Office Automation Ltd.

BALANCE SHEET AS AT 31ST MARCH , 2011

	Schedule	31ST MARCH 2011		31ST MARCH 2010	
		Rs.	Rs.	Rs.	Rs.
I. SOURCES OF FUNDS					
1. Shareholders' Funds					
a) Share Capital	I	7,95,01,000		7,95,01,000	
b) Reserves and Surplus	II	7,37,89,795	15,32,90,795	6,81,76,954	14,76,77,954
2. Loan Funds	III				
a) Secured Loans		19,12,51,658		11,54,39,265	
b) Unsecured Loans		9,48,41,322	28,60,92,980	8,97,41,322	20,51,80,587
TOTAL :			43,93,83,775		35,28,58,541
II. APPLICATION OF FUNDS					
1. FIXED ASSETS	IV				
a) Gross Block		3,58,63,629		3,78,72,569	
b) Less: Depreciation		1,87,26,547		1,86,14,720	
c) Net Block			1,71,37,082		1,92,57,849
2. Deferred Tax Assets	V		2,73,85,525		2,71,07,100
3. CURRENT ASSETS, LOANS AND ADVANCES					
a) Inventories	VI	27,84,53,573		24,42,43,941	
b) Sundry Debtors	VII	37,04,00,701		28,06,70,250	
c) Cash and Bank balances	VIII	3,30,87,926		1,67,33,583	
d) Loans and Advances	IX	15,10,99,260		11,11,82,666	
			83,30,41,460		65,28,30,440
Less: Current Liabilities	X	40,52,52,739		34,28,47,572	
Provisions	XI	3,29,27,553		34,89,276	
Net Current Assets		43,81,80,292	39,48,61,168	34,63,36,848	30,64,93,592
TOTAL			43,93,83,775		35,28,58,541

Notes on Accounts

XVI

The Schedules referred to above form an integral part of the Balance Sheet.

This is the Balance Sheet referred to in our Report of even date.

Place : Kolkata
Date : 30th May, 2011

PATNI & CO.,
Chartered Accountants
Firm Reg.No. 320304E
D.K.PATNI
Partner
Membership No. 56283

For and on behalf of
SANDEEP KUMAR JALAN
Chairman
VARADARAJAN VANCHI
Managing Director
DILIP KUMAR GHOSH
Company Secretary

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Kilburn Office Automation Ltd.

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2011

	Schedule	FOR THE YEAR ENDED 31ST MARCH 2011 Rs.	FOR THE YEAR ENDED 31ST MARCH 2010 Rs.
INCOME			
Sales & Service Income	XII	54,87,17,201	39,36,12,172
Other Income	XIII	1,49,00,816	1,31,31,378
		56,36,18,017	40,67,43,550
EXPENDITURE			
Salaries,Wages,Bonus and Gratuity		4,51,30,688	3,79,97,969
Cost of Materials	XIV	33,51,76,670	22,19,04,403
Interest		6,34,84,595	5,55,79,252
Depreciation		28,08,766	28,36,072
Other Expenses	XV	11,04,68,682	7,14,43,333
		55,70,69,401	38,97,61,029
PROFIT BEFORE TAXATION		65,48,616	1,69,82,521
Provision for taxation			
Current Tax		(12,14,200)	(28,86,200)
Deferred Tax		2,78,425	(20,14,580)
PROFIT AFTER TAXATION		56,12,841	1,20,81,741
Balance Brought Forward		2,44,60,184	1,58,49,601
		3,00,73,025	2,79,31,342
Appropriations			
Transfer to General Reserve		-	3,02,100
Proposed Dividend:			
On 11% Cumulative Redeemable Preference Shares		-	27,08,712
Tax on Proposed Dividend		-	4,60,346
Surplus Carried to Balance Sheet		3,00,73,025	2,44,60,184
		3,00,73,025	2,79,31,342
Basic & Diluted Earnings Per Share		0.64	1.59

(Refer Note No 19 on Schedule XVI)

Notes on Accounts

XVI

The Schedules referred to above form an integral part of the Profit & Loss Account.
This is the Profit and Loss Account referred to in our report of even date.

Place : Kolkata
Date : 30th May, 2011

PATNI & CO.,
Chartered Accountants
Firm Reg.No. 320304E
D.K.PATNI
Partner
Membership No. 56283

For and on behalf of
SANDEEP KUMAR JALAN
Chairman
VARADARAJAN VANCHI
Managing Director
DILIP KUMAR GHOSH
Company Secretary

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Kilburn Office Automation Ltd.

CASH FLOW STATEMENT FOR THE YEAR ENDED 31ST MARCH, 2011

	2010-11 Rs.	2009-10 Rs.
A. Cash Flow from Operating Activities		
Net Profit Before tax and extraordinary Items	65,48,616	1,69,82,521
Adjustment for:		
Depreciation	28,08,766	28,36,072
Interest Income	(3,53,157)	(2,64,075)
Interest charged	6,34,84,595	5,55,79,252
Loss/(Profit) on sale of Fixed Assets	14,01,755	64,338
Liabilities no longer required written back (Net)	(1,59,809)	(4,60,498)
Debtors Written off	50,536	-
Gain on Exchange Fluctuation	(32,551)	-
Operating Profit Before Working Capital Changes	7,37,48,751	7,47,37,610
Adjustments for:		
Trade and Other Receivables	(9,88,19,200)	(4,93,40,846)
Inventories	(3,50,76,080)	(3,46,33,853)
Trade payables and other liabilities	9,06,85,732	2,90,46,132
Cash Generated From Operations	3,05,39,203	1,98,09,043
Tax Paid (net of refund)	(37,62,997)	(21,20,904)
Net Cash From Operating Activities	2,67,76,206	1,76,88,139
B. Cash Flow from Investing Activities		
Purchase of Fixed Assets	(5,49,921)	(6,81,448)
Sale of Fixed Assets	28,440	23,500
Interest received	3,53,157	2,64,075
Net Cash used in Investing Activities	(1,68,324)	(3,93,873)
C. Cash Flow from Financing Activities		
Proceeds from Fixed Deposits	51,17,000	45,91,000
Repayment of Fixed Deposits	(13,17,000)	(4,23,000)
Increase in cash credit and overdraft from bank	7,58,12,393	4,34,31,891
Proceeds/(Repayment) from/to Inter Corporate Deposits	13,00,000	(1,42,15,400)
Dividend Paid	(27,08,712)	-
Interest Paid	(6,34,84,595)	(5,55,79,252)
Net Cash Flow used in Financing Activities	1,47,19,086	(2,21,94,761)
Net Increase/(Decrease) in Cash and Cash Equivalents	4,13,26,968	(49,00,495)
Opening Cash and Cash Equivalents	(1,34,80,198)	(85,79,703)
Closing Cash and Cash Equivalents	2,78,46,770	(1,34,80,198)
Cash and Cash Equivalents		
Cash In Hands	2,95,807	2,49,366
Cash at Bank	2,75,55,990	1,58,95,503
Remittance in transit	52,36,129	5,88,714
Balance With Scheduled Banks Overdrawn	(52,41,156)	(3,02,13,781)
	2,78,46,770	(1,34,80,198)

Notes

- Figure in brackets represents cash outflows.
 - The above Cash Flow Statement has been prepared under the "Indirect Method" as set out in The Accounting Standard -3 on Cash Flow Statement issued by The Institute of Chartered Accountants of India.
 - Previous years figures have been rearranged and/or re-grouped wherever necessary.
- This is the Cash Flow Statement referred to in our Report of even date.

Place : Kolkata
Date : 30th May, 2011

PATNI & CO.,
Chartered Accountants
Firm Reg.No. 320304E
D.K.PATNI
Partner
Membership No. 56283

For and on behalf of
SANDEEP KUMAR JALAN
Chairman
VARADARAJAN VANCHI
Managing Director
DILIP KUMAR GHOSH
Company Secretary

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SCHEDULE I	31ST MARCH 2011 Rs.	31ST MARCH 2010 Rs.
SHARE CAPITAL		
Authorised		
80,00,000 Equity Shares of Rs. 10 /- each	8,00,00,000	8,00,00,000
2,00,000 11% Cumulative Redeemable Preference Shares of Rs. 100 /- each	2,00,00,000	2,00,00,000
	<u>10,00,00,000</u>	<u>10,00,00,000</u>
Issued, subscribed and paid-up		
67,50,100 Equity shares (PY - 67,50,100 Equity shares) of Rs.10 each fully paid	6,75,01,000	6,75,01,000
1,20,000 11% Cumulative Redeemable Preference Shares of Rs. 100/- each. (Redeemable at par in two equal instalments at the end of the 19th and 20th year from the date of allotment i.e. 12/03/2019 and 12/03/2020)	1,20,00,000	1,20,00,000
	<u>7,95,01,000</u>	<u>7,95,01,000</u>
SCHEDULE II		
RESERVES AND SURPLUS		
Capital Reserve		
State Subsidy		
As per Last Account	10,00,000	10,00,000
Securities Premium (Including profit on forfeited shares Rs. 2,500/-)	1,44,55,400	1,44,55,400
General Reserve		
As per Last Account	2,82,61,370	
Addition During the Year	-	2,82,61,370
Profit & Loss Account	<u>3,00,73,025</u>	2,44,60,184
	<u>7,37,89,795</u>	<u>6,81,76,954</u>
SCHEDULE III		
LOAN FUNDS		
Secured Loans		
Overdrafts #		
From Banks	19,11,01,379	11,51,67,665
Car Loan (Citi Bank)	1,50,279	2,71,600
	<u>19,12,51,658</u>	<u>11,54,39,265</u>
#	Overdrafts are secured by hypothecation of Company's stocks , book-debts and also a charge created by way of hypothecation of all other moveable and immoveable assets both present and future.	
Unsecured Loans		
Fixed Deposits from Public *	1,40,94,000	1,02,94,000
Inter Corporate Deposit	8,07,47,322	7,94,47,322
	<u>9,48,41,322</u>	<u>8,97,41,322</u>
* Includes fixed deposit matured but not claimed	3,00,000	55,000

SCHEDULE IV

FIXED ASSET SCHEDULE AS ON 31ST MARCH, 2011

DESCRIPTION OF ASSETS	GROSS BLOCK				DEPRECIATION				NET BLOCK	
	01.04.2010	ADDITIONS	DISPOSAL	TOTAL	01.04.2010	DISPOSAL	CURRENT PERIOD	TOTAL	31.3.2011	31.3.2010
				31.3.2011				31.3.2011		
BUILDINGS	1,27,57,389	-	-	1,27,57,389	27,54,850	-	2,07,945	29,62,795	97,94,594	1,00,02,539
PLANT & MACHINERY	8,86,222	83,250	-	9,69,472	7,91,839	-	18,494	8,10,333	1,59,139	94,383
ELECTRICAL INSTALLATION	4,88,893	-	-	4,88,893	2,11,910	-	19,137	2,31,047	2,57,846	2,74,281
OFFICE EQUIPMENTS	1,93,05,151	19,95,528	40,98,693	1,72,01,986	1,24,64,474	26,96,937	23,01,002	1,20,68,537	51,33,449	68,40,677
FURNITURE & FIXTURES	31,25,812	10,975	-	31,36,787	16,56,935	-	1,87,556	18,44,491	12,92,296	14,71,579
MOTOR VEHICLES	13,09,102	-	-	13,09,102	7,34,712	-	74,632	8,09,344	4,99,758	5,74,390
TOTAL	3,78,72,569	20,89,753	40,98,693	3,58,63,629	1,86,14,720	26,96,937	28,08,766	1,87,26,547	1,71,37,082	1,92,57,849
PREVIOUS YEAR	3,87,12,814	25,54,634	33,94,879	3,78,72,569	1,76,20,214	18,41,566	28,36,072	1,86,14,720	1,92,57,849	-

Kilburn Office Automation Ltd.

	31ST MARCH 2011		31ST MARCH 2010	
	Rs.	Rs.	Rs.	Rs.
SCHEDULE V				
DEFERRED TAX				
Assets				
Brought forward Depreciation	35,96,750		35,96,750	
Brought Forward Loss	2,32,05,000		2,32,05,000	
Disallowance Under Section 43B	17,08,368	2,85,10,118	17,08,368	2,85,10,118
Less :				
Liabilities				
Difference of WDV as per Companies Act and Income Tax Act		11,24,593		14,03,018
		<u>2,73,85,525</u>		<u>2,71,07,100</u>
SCHEDULE VI				
INVENTORIES				
Loose Tools		—		62
Raw Materials	1,02,27,439		94,54,480	
Work In Progress	56,205		21,081	
Finished Goods and Components	26,81,69,929		23,47,68,318	
		<u>27,84,53,573</u>		<u>24,42,43,941</u>
SCHEDULE VII				
SUNDRY DEBTORS				
Unsecured (Considered Good)				
Debts outstanding for a period - Exceeding six months		18,25,88,995		14,38,68,208
Other Debts		18,78,11,706		13,68,02,042
		<u>37,04,00,701</u>		<u>28,06,70,250</u>
SCHEDULE VIII				
CASH AND BANK BALANCES				
Cash and Cheques in hand		2,95,807		2,49,366
With Scheduled Banks :-				
On Current Account		57,90,239		73,43,515
On Escrow Account		—		—
On Deposit Account		15,00,000		9,00,000
On Margin Money Account		2,02,65,751		76,51,988
Remittance-in-transit		52,36,129		5,88,714
		<u>3,30,87,926</u>		<u>1,67,33,583</u>
SCHEDULE IX				
LOANS AND ADVANCES				
Unsecured-Considered Good unless otherwise stated				
Advances recoverable in cash or in kind or for value to be received		9,37,59,363		8,96,66,540
Balance with Customs etc.		35,700		66,772
Deposits		2,25,97,153		2,14,49,354
Advance Payment of Tax		3,47,07,044		—
		<u>15,10,99,260</u>		<u>11,11,82,666</u>

Kilburn Office Automation Ltd.

	31ST MARCH 2011		31ST MARCH 2010	
	Rs.	Rs.	Rs.	Rs.
SCHEDULE X				
CURRENT LIABILITIES				
Acceptances		19,78,47,527		17,56,86,151
Sundry Creditors - Others		16,39,41,710		11,32,26,957
Advance from customers		-		4,55,188
Other Liabilities		3,79,00,356		2,29,43,506
Book Overdraft With Scheduled Bank		52,41,156		3,02,13,780
Security Deposit		3,21,990		3,21,990
		<u>40,52,52,739</u>		<u>34,28,47,572</u>
SCHEDULE XI				
PROVISIONS				
Provision for Taxation		3,29,27,553		3,20,218
Proposed Dividend on Preference Shares		-		27,08,712
Tax on Proposed dividend		-		4,60,346
		<u>3,29,27,553</u>		<u>34,89,276</u>
SCHEDULE XII				
SALES & SERVICE INCOME				
Sales (Gross)		50,19,04,375		35,48,70,503
Less : Excise Duty		2,31,072		1,54,816
Net Sales		50,16,73,303		35,47,15,687
Service Income		4,70,43,898		3,88,96,485
		<u>54,87,17,201</u>		<u>39,36,12,172</u>
SCHEDULE XIII				
OTHER INCOME				
Interest on Bank Deposits		3,53,157		2,64,075
Discount Received		60,29,896		30,17,867
Miscellaneous Income		28,64,581		27,33,842
Gain on Exchange Flactuation		32,551		-
Liabilities no longer required written back		1,59,809		4,60,498
Rent		54,60,822		66,55,096
		<u>1,49,00,816</u>		<u>1,31,31,378</u>
SCHEDULE XIV				
COST OF MATERIALS				
Opening stock				
Raw Materials	94,54,480		69,10,443	
Work - In - Progress	21,081		1,46,942	
Finished Goods and Components	23,47,68,318		20,29,60,353	
		<u>24,42,43,879</u>		<u>21,00,17,738</u>
Purchases during the year				
Raw Materials	1,19,70,807		1,08,72,678	
Finished Goods and Components for re-sale	35,74,15,557		24,52,57,866	
		<u>36,93,86,364</u>		<u>25,61,30,544</u>
		<u>61,36,30,243</u>		<u>46,61,48,282</u>
Less : Closing Stock				
Raw Materials	1,02,27,439		94,54,480	
Work - In - Progress	56,205		21,081	
Finished Goods and Components	26,81,69,929		23,47,68,318	
		<u>27,84,53,573</u>		<u>24,42,43,879</u>
		<u>33,51,76,670</u>		<u>22,19,04,403</u>

Kilburn Office Automation Ltd.

	31ST MARCH 2011		31ST MARCH 2010	
	Rs.	Rs.	Rs.	Rs.
SCHEDULE XV				
OTHER EXPENSES				
Contribution to Provident and other Funds		23,65,958		18,97,067
Workmen and Staff Welfare Expenses		95,42,352		61,06,152
Rent		61,75,326		48,42,460
Rates and Taxes		9,80,427		15,90,154
Insurance		10,28,219		6,80,069
Consumption of Stores and Spare Parts		30,038		32,609
Power and Fuel		17,33,607		16,44,909
Repairs to Machinery		5,45,051		2,425
Repairs to Building		5,35,806		11,00,833
Other Repairs and Maintenance		19,35,244		7,17,183
Travelling and Conveyance		1,70,68,558		91,29,203
Debtors Writtenoff		50,536		18,740
Printing and Stationery		19,25,324		10,79,897
Postage, Telephone and Telex		31,74,995		24,48,932
Carriage, Freight and Packing		2,38,27,914		1,42,94,119
Commission on Sales		47,99,507		18,47,123
Service Expenses		25,52,415		7,53,005
Discount and Allowances		6,79,665		5,67,590
Directors' Fees		1,20,000		1,38,000
General Charges		1,25,01,522		77,91,944
Brokerage on Loan		27,96,562		33,96,903
Bank Charges		80,81,978		42,01,241
Motor Car Expenses		58,85,823		36,79,765
Registrar's Remuneration		1,02,500		85,000
Advertisement		6,56,040		7,68,818
Loss on Sale of Fixed Assets		13,73,315		15,30,811
Loss on Exchange Flactuation		-		10,98,382
		11,04,68,682		7,14,43,334

SCHEDULE XVI

NOTES ON ACCOUNTS

1. Accounting Policy Statements

a) Principal Accounting Policies

The financial statements have been prepared in accordance with applicable Accounting Standards in India. The financial statements have also been prepared in accordance with relevant presentational requirements of the Companies Act, 1956.

b) Basis of Accounting

The financial statements have been prepared in accordance with the historical cost convention.

c) Fixed Assets and Depreciation

Fixed Assets are carried at cost less depreciation. Cost includes inward freight, duties and taxes and expenses incidental to acquisition and installation and also a share of pre-operative expenses in case of assets acquired/constructed before commencement of commercial production. Assets acquired under Hire Purchase agreement have been capitalized as per accepted accounting practices although the ownership on such assets will vest on a future date.

All fixed assets are depreciated on straight-line method in accordance with Schedule XIV (as amended) of the Companies Act, 1956, except for office equipments which are given on rentals are provided at higher rate.

Profit or Loss on disposal of fixed asset is recognized in Profit & Loss Account.

An impairment loss is recognized where applicable when the carrying value of fixed assets exceeds their resale value or value in use whichever is higher.

d) Inventories

Raw materials are valued at weighted average cost (Cost of acquisition).

Finished Goods and Components are valued at lower of cost (weighted average) or net realizable value.

Loose Tools being nominal amount has been written off.

e) Foreign Currency Transactions

Transactions in foreign currency are recorded in rupees by applying the rate of exchange ruling on the date of transaction. Gain or loss on settled transactions is recognized in Profit & Loss Account except for fixed assets acquired from a company outside India, which are adjusted to carrying amount of fixed assets. Unsettled transactions as at the year-end are translated at the closing rate and the gain or loss is recognized in Profit & Loss Account except for liabilities incurred for purchase of fixed assets, which are adjusted to the carrying amount of fixed assets.

f) Retirement Benefits

The Company contributes to Provident Fund and Superannuation Fund which are administered by duly constituted and approved independent Trust/Government and such contributions are charged against revenue every year.

The Company's liability in respect of gratuity payable in future to employees is actuarially ascertained every year and is funded with Life Insurance Corporation of India under Group Gratuity Scheme.

The Company's liability in respect of leave encashment payable in future to employees is actuarially ascertained every year and is funded with HDFC Bank under Kilburn Office Automation Leave Encashment Fund.

g) Government Grants

Subsidies received on capital account are credited to Capital Reserve. Subsidies received against depreciable assets are credited to the Profit & Loss Account over the useful life of the asset.

Kilburn Office Automation Ltd.

- h) Sales
Sales represent invoiced value of goods supplied including excise duty but exclude sales tax.
- i) Refund of Additional Customs Duty
There is no refund of Customs Duty this year.
- j) Taxes on Income
Current Tax represents the amount that would be payable based on computation of tax as per the prevailing taxation laws under the Income Tax Act, 1961.
Deferred Tax is recognized, subject to the consideration of prudence, on timing differences, being the difference between taxable incomes and accounting income that originate in one period and are capable of reversal in one or more subsequent periods. Deferred Tax assets are only recognized if there is reasonable certainty that sufficient future taxable income will be available against which such deferred tax assets can be realized.
- k) Borrowing Cost
Borrowing costs if relatable to qualifying assets (i.e., assets that necessarily take a substantial period of time for its intended use or sale) are capitalized otherwise are charged to Profit & Loss Account.

2. Accounting Assumptions

In respect of the following the company follows cash basis of accounting.

- i) Service Income
ii) Interest Costs & Income

3. Contingent Liabilities :

- a) 11% Cumulative Redeemable Preference Shares - arrear dividend from 01.04.2002 to 31.03.2011 Rs. 1,18,79,812 (31.03.2010 - Rs. 1,05,59,812).
- b) A legal case is pending at ECGC Jaipur against the company in the consumer court, liability which may arise in the future can not be estimated at this stage. Total Amount involved in the case is Rs. 66,000.
- c) Bank Guarantee - Rs.1,37,32,486 (31.3.2010-Rs.99,70,306)

4. Managerial Remuneration :

Remuneration to Wholetime Director	2011	2010
	Rs.	Rs.
Salary	21,39,833	18,68,500
Company's contribution to Provident, Superannuation and Gratuity Funds	3,33,814	2,91,486
Money value of Perquisites and benefits	14,35,480	3,48,298
	<u>39,09,127</u>	<u>25,08,284</u>

5. General Charges in Schedule - XV includes Auditors' remuneration for :

	2011	2010
	Rs.	Rs.
Audit Fees	3,00,000	3,00,000
Tax Audit Fees	60,000	60,000
	<u>3,60,000</u>	<u>3,60,000</u>

Kilburn Office Automation Ltd.

6. Licensed and installed capacity and actual production :

Class of Goods	Unit	Installed* Capacity		Actual Production	
		2011	2010	2011	2010
Franking Machine	Nos	4,750	4,750	0	0
Stamp Cancelling Machine	Nos	750	750	2	4
Letter Sorting Machine	Nos	300	300	0	0
Letter Folding Machine	Nos	300	300	0	0
Letter Inserting Machine	Nos	300	300	0	0
Printing Machine for Drawing Office	Nos	300	300	19	39
Sensitised Paper of all types	10 mtr Rolls	0	0	0	0
Reader	Nos	350	350	0	0
Reader-Printer	Nos	100	100	0	0
Microfilm Camera	Nos	60	60	0	0
EC-Drafter(Scriber)	Nos	600	600	0	0
Plain Paper Copier	Nos	1,800	1,800	0	0
Plastic Comb Binding Machine	Nos	3,000	3,000	10	2
Therma Binding Machine	Nos	1,800	1,800	0	0
Document Protector & Laminating Machine	Nos	1,200	1,200	0	0
Digital Postal Scale	Nos	1,800	1,800	0	0
Note Counting Machine	Nos.	3,000	3,000	37	50
Shrink Wrapping Machine	Nos.	3,000	3,000	447	243
Fake Note Detecting Machine	Nos.	3,000	3,000	313	278
* As certified by management					

7. Raw Materials consumed :

	Unit	2011		2010	
		Qty	Value Rs.	Qty	Value Rs.
1/3 Hp Geared Motor	Nos.	15	65,496	15	65,496
Lamp Control 3KW	Nos.	6	65,550	-	-
Others			1,10,66,802		82,63,145
		21	1,11,97,848	15	83,28,641

8. OPENING AND CLOSING STOCK OF GOODS PURCHASES AND SALES AS ON 31.03.2011

ITEMS	UNIT	OPENING STOCK		CLOSING STOCK		PRODUCTION OF GOODS FOR RESALE		PURCHASE OF GOODS FOR RESALE		STOCK WRITTEN OFF		SALES	
		QTY	VALUE RS.	QTY	VALUE RS.	QTY	VALUE RS.	QTY	VALUE RS.	QTY	VALUE RS.	QTY	VALUE RS.
DOCUMENT MANAGEMENT PRODUCTS SOLUTIONS													
PLAIN PAPER COPIERS	NOS.	1,117 (681)	4,97,92,345 (3,06,48,478)	613 (1,117)	2,55,01,279 (4,97,92,345)			2,669 (3,267)	11,11,23,189 (13,70,80,511)			3,173 (2,831)	17,52,57,565 (15,58,68,132)
DIGITAL DUPLICATOR				8	7,39,269			36	33,09,433			28	35,67,142
BANKING PRODUCTS													
NOTE COUNTING MACHINES	NO	212 (139)	30,93,681 (27,86,950)	239 (212)	33,52,672 (30,93,681)	37 (50)	60,71,302 (57,11,477)	361 (327)	60,71,302 (57,11,477)			371 (304)	97,38,914 (76,70,329)
COIN VENDING MACHINES	NOS.	10 (3)	23,88,137 (6,45,075)	9 (10)	16,29,220 (23,88,137)			231 (184)	5,30,07,037 (4,19,27,125)			232 (177)	6,06,55,185 (4,81,10,580)
SHRINK WRAPPING MACHINES	NOS.	46	10,09,589	20 (46)	4,44,535 (10,09,589)	447	(60,50,694)	(277)	(60,50,694)			473 (231)	1,34,02,099 (89,46,046)
FAKE NOTE DETECTOR	NOS.	126 (65)	75,808 (62,855)	229 (126)	1,29,714 (75,808)	313 (278)	3,47,863 (4,92,097)	305 (457)	3,47,863 (4,92,097)			515 (674)	9,38,477 (12,44,169)
BUNDLE NOTE STRAPPING MACHINES	NOS.	8 (5)	8,21,590 (7,14,000)	5 (8)	2,85,600 (8,21,590)			3 (5)	4,28,400 (3,93,190)			6 (2)	8,60,000 (3,46,196)
CHEQUE DROP MACHINES	NOS.	7	4,55,930	5 (7)	3,30,473 (4,55,930)			(8)	(5,35,490)			2 (1)	- (98,673)
MAILING PRODUCTS & SOLUTIONS & PAPER SHREDDERS													
POSTAL FRANKING MACHINES	NOS.	154 (148)	1,52,37,094 (1,46,18,880)	154 (154)	1,52,79,359 (1,52,37,094)			17 (95)	11,82,180 (58,69,721)			17 (89)	16,05,100 (66,74,871)
PAPER SHREDDER	NOS.	-	-	8	55,006			30	3,48,000			22	3,70,895
ELECTRO MECHANICAL FRANKING MACHINES	NOS.	-	1 (38,29,919)	-	(1)			-	-			-	-
DIGITAL FRANKING MACHINES				207	1,56,99,866			1,304	10,48,39,766			1,097	11,85,78,682
STAMP CANCELLING MACHINES	NOS.	4 (4)	25,500 (25,500)	4 (4)	20,000 (25,500)	2 (4)						2 (4)	1,37,500 (2,87,500)
OFFICE PRODUCTS													
AMMONIA PRINTING MACHINES	NOS.	6 (6)	3,09,517 (3,73,442)	6 (6)	3,08,385 (3,09,517)	19 (39)						19 (39)	27,35,160 (65,11,187)
COMB BINDING MACHINES	NOS.	23 (32)	1,16,309 (1,57,047)	25 (23)	1,30,634 (1,16,309)	10 (2)		7	60,000			15 (11)	3,27,315 (1,37,771)
SENSITISED PAPER	ROLLS	400 (568)	27,627 (47,472)	30 (400)	2,192 (27,627)			15,942 (22,485)	12,14,253 (16,79,743)			16,312 (22,653)	14,93,026 (16,86,618)
NC SCRIBERS	NOS.	3 (2)	1,52,807 (90,020)	3 (3)	59,766 (1,52,807)			4 (5)	1,46,462 (2,49,027)			4 (4)	4,95,600 (4,22,000)
DUPLOMAT SB-120/140	NOS.	-	-	-	-			3 (7)	34,200 (61,250)			3 (7)	63,277 (1,62,624)
FAX MACHINES	NOS.	-	1 (8,97,933)	-	(1)			-	-			-	-
FINISHED COMPONENTS													
			16,12,62,384 (14,80,62,781)		20,42,01,960 (16,12,62,384)				7,53,03,472 (4,52,07,541)				11,14,47,364 (11,65,48,991)
			2,34,768,318 (20,29,60,353)		2,88,169,929 (23,47,68,318)				35,74,15,557 (24,52,57,866)				50,16,73,303 (35,47,15,687)

Kilburn Office Automation Ltd.

8A. Raw Materials consumed :

	31st March, 2011		31st March, 2010	
	Percentage of total consumption	Value Rs.	Percentage of total consumption	Value Rs.
i) Indigenous	100%	1,11,97,848	100%	83,28,641
ii) Imported	-	-	-	-
	100	1,11,97,848	100	83,28,641
Stores and Spare Parts Consumed :				
Indigenous	100	30,038	100	32,609
	100	30,038	100	32,609
9 Expenditure in Foreign Currency :		Value Rs.		Value Rs.
Travelling		5,59,811		NIL
		5,59,811		NIL
10 C.I.F.Value of Imports :		Value Rs.		Value Rs.
i) Raw Materials		Nil		9,41,666
ii) Finished Goods & Components		19,92,527		35,73,146

11. In the opinion of the management all current assets as at 31st March, 2011, including loans and advances, deposits and sundry debtors have a value on realization in the ordinary course of business at least equal to the amounts at which they have been stated in the Balance Sheet of the company as at that date.
12. Interests paid include Rs.70,53,207(31.03.2010-Rs. 75,01,201) on account of Inter-Corporate Deposits and Fixed Deposits from Public.
13. a) Loans and Advances of Rs.5,40,00,106 (previous year –Rs. 6,69,51,630) represent the amount advanced in the normal course of operations to sustain and grow the Company's sales and after-sales service activities through its dealer distribution network. The management is of opinion that all these amounts are good and is confident of its recovery and accordingly feels that no provision for the same is required at this stage.
- b) Deposits amounting to Rs.1,25,00,000 (previous year – Rs. 1,25,00,000) were given to certain parties as deposits against opening up of service network in respect of some of the products of the Company and use of godown facility for storing service components relevant for the same. As the Company still continues active business relationship with these parties, the management is of opinion that all these amounts are good and is confident of its recovery and accordingly feels that no provision for the same is required at this stage.
14. Debtors outstanding over six months include Rs.4,83,83,484 (previous year – Rs. 5,05,60,499) representing amounts receivable against sale of products in earlier years wherein payments are delayed on account of technical issues, which the company is trying to resolve. In the opinion of the management, these amounts are good and fully recoverable and therefore no provision is considered necessary against these dues at this stage.
15. On the basis of the business plan and projected future profitability of the company there is expected to be sufficient future taxable income against which the deferred tax assets to the extent of Rs. 2,73,85,525 at 31st March, 2011 can be adjusted.

Kilburn Office Automation Ltd.

16. In the absence of Information about registration of the Enterprises under Micro, Small and Medium Enterprise Development Act, 2006 the required information could not be furnished.
17. The Company has received Order Under Section 143(3)/147 of the Income Tax Act, 1961 for the financial year 2004-05 in which certain disallowances were made by the income tax department while computing the tax liability of the company and accordingly demand of Rs. 3.57 crores has been raised by the Authority. But an appeal has been preferred by the Company with CIT(Appeals) for defending the case and management is hoping that the case will be decided in the favour of the company so no provision has been made in regard to demand raised by the Income Tax Department. As the appeal is pending so provision for taxation has been calculated under section 115JB (MAT) of the Income Tax Act, 1961, company has also not adjusted old deferred tax assets on brought forward losses on the assumption that appeal will be decided in favour of the company and there will be sufficient amount of brought forward losses to be adjusted against current year's profit.

18. Related party disclosures as required by AS –18 "Related Party Disclosures" are given below:

1. Relationships:

- (a) Shree Durga Agencies Limited (SDAL), a Company holding more than 20 % of the shares of Kilburn Office Automation Ltd
- (b) Key management personnel i.e. Directors, and their relatives
- (i) Mr. V.Vanchi - Managing Director
- (ii) Mrs. V.Vanchi – Wife of Managing Director

2. Transactions

- (i) Relating to company referred to in 1(a) above

Particulars	2011 Rs.	2010 Rs.
Interest paid on Inter Corporate Deposits	-	15,66,740
Outstanding Inter Corporate Deposits as at the end of the year	1,90,00,000	1,90,00,000

- (ii) Relating to person referred to in 1(b) above:

Remuneration Paid to Mr. V. Vanchi (Managing Director)
Rs. 28,29,127 (Prev. Year: Rs. 16,69,784)

Rent paid to Mrs. Jayanti Vanchi (Wife of Managing Director)
Rs.10,80,000 (Prev. Year: Rs. 8,38,500)

The management certifies that there were no other payments to key management personnel or their relatives.

19. Computation of Earnings Per Share

Particulars	31.03.2011 Rs.	31.03.2010 Rs.
Profit/(Loss) after taxation	56,12,841	1,20,81,741
Less: Dividends on Cumulative Preference share	13,20,000	13,20,000
Profit /(Loss) after taxation attributable to EquityShareholders (A)	42,92,841	1,07,61,741
No of Equity shares of Rs 10 eachfully paid up (B)	67,50,100	67,50,100
Basic & Diluted Earnings per share (A) / (B)	0.64	1.59

20. Previous year's figures have been rearranged/regrouped wherever necessary.

Kilburn Office Automation Ltd.

SCHEDULE XVI (Contd.)

21. Balance Sheet Abstract and Company's General Business Profile

I. Registration Details

Registration No.

				3	3	1	4	0
--	--	--	--	---	---	---	---	---

 STATE CODE

2	1
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Balance Sheet Date

3	1
---	---

0	3
---	---

2	0	1	1
---	---	---	---

Date Month Year

II. Capital raised during the year (Amount in Rs. Thousands)

Public Issue

			N	I	L			
--	--	--	---	---	---	--	--	--

Right Issue

			N	I	L			
--	--	--	---	---	---	--	--	--

Bonus Issue

			N	I	L			
--	--	--	---	---	---	--	--	--

Private Placement

			N	I	L			
--	--	--	---	---	---	--	--	--

III. Position of Mobilisation and Deployment of funds (Amount in Rs. Thousands)

Total Liabilities

			8	7	7	5	6	4
--	--	--	---	---	---	---	---	---

Total Assets

			8	7	7	5	6	4
--	--	--	---	---	---	---	---	---

Sources of Funds

Paid up Capital

			7	9	5	0	1
--	--	--	---	---	---	---	---

Reserves & Surplus

			7	3	7	8	9
--	--	--	---	---	---	---	---

Second Loans

			1	9	1	2	5	2
--	--	--	---	---	---	---	---	---

Unsecured Loans

			9	4	8	4	1
--	--	--	---	---	---	---	---

Application of Funds

Net Fixed Assets

			1	7	1	3	7
--	--	--	---	---	---	---	---

Net Current Assets

			3	9	4	8	6	1
--	--	--	---	---	---	---	---	---

Deferred Tax Assets

			2	7	3	8	5
--	--	--	---	---	---	---	---

Kilburn Office Automation Ltd.

SCHEDULE XVI (Contd.)

21. Balance Sheet Abstract and Company's General Business Profile

IV. Performance of Company (Amount in Rs. Thousands)

Turnover						Total Expenditure											
			5	6	3				5	5	7				0	6	9
+ - Profit / Loss before Tax						+ - Profit / Loss after Tax											
✓				6	5	✓				5	6				1	3	
Earning per Share in Rs.						Dividend rate %											
			1	.	5				0	0	0						

V. Generic Names of Principal Products/Services of Company (as per monetary terms)

- Item Code No.

		8	4	4	3	3	9	4	0
--	--	---	---	---	---	---	---	---	---

(ITC code)
Product Description

D	I	G	I	T	A	L		C	O	P	I	E	R		
---	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--
- Item Code No.

		8	4	7	2	9	0	4	0
--	--	---	---	---	---	---	---	---	---

(ITC code)
Product Description

S	H	R	I	N	K		W	R	A	P	P	I	N	G	
M	A	C	H	I	N	E									
- Item Code No.

9	0	1	7	2	0	1	0	0	0
---	---	---	---	---	---	---	---	---	---

(ITC code)
Product Description

D	R	A	W	I	N	G		O	F	F	I	C	E		
E	Q	U	I	P	M	E	N	T							

Signatures to Schedule I to XVI

SANDEEP KUMAR JALAN
Chairman

VARADARAJAN VANCHI
Managing Director
DILIP KUMAR GHOSH
Company Secretary

Place : Kolkata
Date : 30th May, 2011

KILBURN OFFICE AUTOMATION LTD.

Registered Office : 'Shantiniketan', 15th Floor, 8, Camac Street, Kolkata-700 017.

P R O X Y

R.F. NO./CLIENT ID:-

I/We.....

of..... being Member / Members of

Kilburn Office Automation Ltd. hereby appoint

..... of.....

or failing him..... of.....

or failing him..... of.....

as my/our Proxy to attend and vote for me/us on my/our behalf at the Annual General Meeting to be held at Gyan Manch, 11 Pretoria Street, Kolkata 700 071 on Monday, 12th September, 2011 at 11 a.m.

Date thisday of2011

Signature

Affix
Revenue
Stamp

Note :

The proxy must be deposited at the Registered Office of the Company not less than 48 hours before the time for holding of the meeting.

Tear Here

KILBURN OFFICE AUTOMATION LTD.

ATTENDANCE SLIP

PLEASE COMPLETE THIS ATTENDANCE SLIP AND HAND IT OVER AT THE ENTRANCE OF THE MEETING HALL. ONLY MEMBERS OR THEIR PROXIED ARE ENTITLED TO BE PRESENT AT THE MEETING.

Name & Address

R.F. No.

Client ID No.

I here by record my presence at the Annual General Meeting held at Gyan Manch, 11 Pretoria Street, Kolkata 700 071 on Monday, 12th September, 2011.

SIGNATURE OF THE SHAREHOLDER/PROXY

Note : Shareholder / Proxy desiring to attend the Meeting is requested to bring his/her copy of the Report for reference at the Meeting.