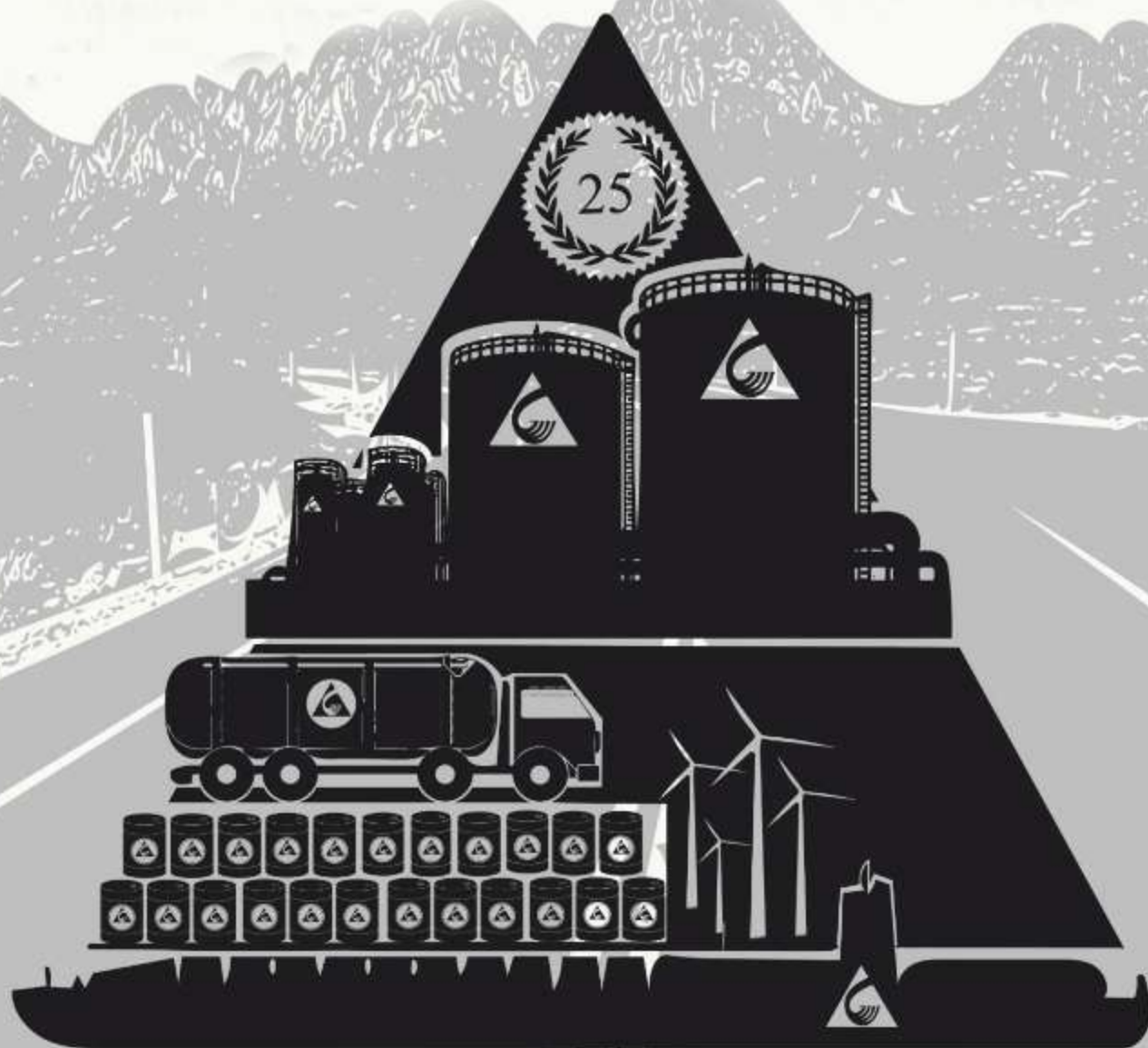


# AGARWAL INDUSTRIAL CORPORATION LIMITED



## TWENTY FIFTH ANNUAL REPORT 2018-2019

*We Value Relationships.....*



**TWENTY FIVE YEARS OF GLORY**



## AGARWAL INDUSTRIAL CORPORATION LIMITED

(CIN : L99999MH1995PLC084618)

### TWENTY FIFTH ANNUAL REPORT 2018-2019

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## TWENTY FIFTH ANNUAL REPORT 2018-2019

### BOARD OF DIRECTORS

Mr. Jaiprakash Agarwal  
Managing Director

Mr. Ramchandra Agarwal  
Whole Time Director

Mr. Mahendra Agarwal  
Non Independent, Non Executive Director

Mr. Lalit Agarwal  
Whole Time Director

Mr. Harikrishna Patni  
Independent Director

Mr. Rajkumar Mehta  
Independent Director

Mr. Alok Bharara  
Independent Director

Mr. Jaswant D. Sharma  
Independent Director

Mrs. Priti Lodha  
Independent Woman Director

### CHIEF FINANCIAL OFFICER

Mr. Vipin Agarwal

### COMPANY SECRETARY

Ms. Lucinda D'souza  
(w.e.f. December 17, 2018)

### REGISTERED OFFICE

Eastern Court, Unit No. 201-202,  
Plot No. 12, V. N. Purav Marg,  
S.T. Road, Chembur, Mumbai - 400071.  
Phone Nos : +91-22-25291149/50.  
Fax : +91-22-25291147.  
Website : www.aicld.in;  
E-mail : contact@aicld.in

### STATUTORY AUDITORS

M/s Ladha Singhal & Associates,  
Chartered Accountants,  
202, Metro Avenue, Parera Hill Road,  
Off. Andheri Kurla Road,  
Near WEH Metro Station,  
Andheri East, Mumbai – 400 099.

### WHOLLY OWNED SUBSIDIARY COMPANIES

Bituminex Cochin Pvt. Ltd., Kochi (India)  
AICL OVERSEAS – FZ LLC (Overseas)

### PLANTS

#### Belgaum

Plot No. 40, KIADB, Honga Industrial Area,  
Honga, Belgaum, Karnataka

#### Hyderabad

Survey No. 196/P, Elikatta Village,  
Shad Nagar-Pargi Road,  
Farooq Nagar Mandal,  
Telangana - 509216.

#### Taloja

Plot No. 37, New Chemical Zone,  
Near PCI, MIDC, Taloja, Dist. Raigad,  
Maharashtra.

#### Baroda

Plot No. 49, Ranoli Industrial Area,  
GIDC, Ranoli,  
Vadodra, Gujarat.

### Bulk Bitumen Storage Facilities

Karwar, Karnataka  
Haldia Port  
Dighi Port  
Hazira Port, Gujarat  
Kakinada Port, Hyderabad

### Work Shop

Shahapur, Asangaon, (Maharashtra)

### Wind Mills

Dhulia, Maharashtra; Jaisalmer, Rajasthan

### BANKERS

Kotak Mahindra Bank      Citi Bank N.A.  
IDFC First Bank Ltd      HDFC Bank Ltd

### REGISTRAR & SHARE TRANSFER AGENT

Universal Capital Securities Pvt Ltd.  
21, Shakil Niwas, Opp. Satya Saibaba Temple,  
Mahakali, Caves Road, Andheri (E),  
Mumbai – 400093  
Telephone Nos: +91-22-28207203-05/2825 7641  
Fax No.: +91-22-28207207;  
Contact Person: Mr. Ravindra Utekar  
(w.e.f. June 30, 2018)

### CORPORATE IDENTITY NUMBER (CIN)

L99999MH1995PLC084618

### BSE SCRIP ID AND CODE

ID – AGARIND      Code – 531921

### NATIONAL STOCK EXCHANGE LTD

Scrip ID and Code  
Symbol – AGARIND  
Series – EQ



## AGARWAL INDUSTRIAL CORPORATION LIMITED

**Registered Office:** Eastern Court, Unit No. 201 -202, Plot No. 12, V. N. Purav Marg, S. T. Road, Chembur, Mumbai 400 071  
**Tel. Nos:** +91-22-25291149/50; **Fax No.:** +91-22-25291147; **Website :** www.aicld.in; **E-mail:** contact@aicld.in  
**CIN:** L99999MH1995PLC084618

### NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Twenty Fifth Annual General Meeting of the Members of Agarwal Industrial Corporation Limited will be held on Monday, September 30, 2019 at 10.30 A.M. at Hotel Stars Parade, Lower Hall, Swami Jairamdas Building, Near Basant Park, Chembur, Mumbai - 400 071, to transact the following business:

#### ORDINARY BUSINESS

1. To receive, consider and adopt:

- (a) the Audited Standalone Financial Statements of the Company for the Financial Year ended March 31, 2019 along with the Reports of the Board of Directors and Independent Auditors thereon: and
- (b) the Audited Consolidated Financial Statements of the Company for the Financial Year ended March 31, 2019 along with the Report of the Independent Auditors thereon.

2. To declare Dividend on Equity Shares for the Financial Year 2018-19.

3. To appoint a Director in place of Mr. Mahendra Agarwal (DIN- 01366495), who retires by rotation, and being eligible, offers himself for re- appointment.

4. To Appoint Statutory Auditors for the Second Term:

- To consider and if thought fit, to pass with or without modification(s), the following Resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Section 139 and 142 and other applicable provisions, if any, of the Companies Act, 2013 and the Rules made thereunder, the members of the Company hereby appoint M/s Ladha Singhal & Associates, Chartered Accountants, 202, Metro Avenue, Parera Hill Road, Near WEH Metro Station, Off. Andheri Kurla Road, Andheri East, Mumbai – 400 099, as the Auditors of the Company for the second term of five years (*who were appointed for initial term of five years from the conclusion of Twentieth Annual General Meeting till the conclusion of the Twenty Fifth Annual General Meeting*), to hold office from the conclusion of this Annual General Meeting till the conclusion of the Thirtieth Annual General Meeting to be held in the year 2024 (subject to ratification of their appointment at every AGM) at such remuneration as may be mutually agreed upon between the Board of Directors of the Company and the Auditors.”

#### SPECIAL BUSINESS

5. Re-appointment of Mr. Jaiprakash Agarwal as Managing Director of the Company

- To consider and if thought fit, to pass with or without modification(s), the following Resolution as a **Special Resolution**:

**“RESOLVED THAT** pursuance to the provisions of Sections 196, 197, 203 read with Schedule V and other applicable provisions, if any, of the Companies Act, 2013 and the rules made thereunder (including any statutory modifications or re-enactment (s) thereof, for the time being in force) and in terms of Article 98 of the Articles of Association of the Company, and as recommended by the Nomination & Remuneration Committee of the Board and as approved by the Board of Directors in its meeting held on March 30, 2019, consent of the members of the Company be and is hereby accorded for the re-appointment of Mr. Jaiprakash Agarwal (DIN - 01379868) as the Managing Director of the Company for 3 (Three) Years Term w.e.f. April 01, 2019 till March 31, 2022 (both days inclusive) on terms and conditions as set out under item No. 5 in the Explanatory Statement annexed to the Notice convening this Annual General Meeting.”

**“RESOLVED FURTHER THAT** the Board of Directors or a Committee thereof be and is hereby authorized to take all steps as may be necessary, proper and expedient to give effect to this resolution.”

**6. Re-appointment of Mr. Lalit Agarwal as Whole Time Director of the Company**

To consider and if thought fit, to pass with or without modification(s), the following Resolution as a **Special Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 196, 197, 203 read with Schedule V and other applicable provisions, if any, of the Companies Act, 2013 and the rules made thereunder (including any statutory modifications or re-enactment (s) thereof, for the time being in force) and in terms of Article 98 of the Articles of Association of the Company, and as recommended by the Nomination & Remuneration Committee of the Board and as approved by the Board of Directors in its meeting held on March 30, 2019, consent of the members of the Company be and is hereby is accorded for the re-appointment of Mr. Lalit Agarwal (DIN - 01335107) as the Whole Time Director of the Company for 3 (Three) Years Term w.e.f. April 01, 2019 till March 31, 2022 (both days inclusive) on terms and conditions as set out under item No. 6 of the Explanatory Statement annexed to the Notice convening this Annual General Meeting.”

**“RESOLVED FURTHER THAT** the Board of Directors or a Committee thereof be and is hereby authorized to take all steps as may be necessary, proper and expedient to give effect to this resolution.”

**7. Re-appointment of Mr. Ramchandra Agarwal as Whole Time Director of the Company**

To consider and if thought fit, to pass with or without modification(s), the following Resolution as a **Special Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 196, 197, 203 read with Schedule V and other applicable provisions, if any, of the Companies Act, 2013 and the rules made thereunder (including any statutory modifications or re-enactment (s) thereof, for the time being in force) and in terms of Article 98 of the Articles of Association of the Company, and as recommended by the Nomination & Remuneration Committee of the Board and as approved by the Board of Directors in its meeting held on March 30, 2019, consent of the members of the Company be and is hereby is accorded for the re-appointment of Mr. Ramchandra Agarwal (DIN - 02064854) as the Whole Time Director of the Company for 3 (Three) Years Term w.e.f. April 01, 2019 till March 31, 2022 (both days inclusive) on terms and conditions as set out under item No. 7 of the Explanatory Statement annexed to the Notice convening this Annual General Meeting.”

**“RESOLVED FURTHER THAT** the Board of Directors or a Committee thereof be and is hereby authorized to take all steps as may be necessary, proper and expedient to give effect to this resolution.”

**8. Re-appointment of Mr. Rajkumar Mehta as an Independent Director of the Company for the Second Term**

To consider and if thought fit to pass with or without modification(s) the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 (Act) and the Rules framed thereunder, read with Schedule IV to the Act, as amended from time to time, Mr. Rajkumar Mehta (DIN - 01729041), an Independent Director of the Company, who has submitted a declaration that he meets the criteria for independence as provided in section 149(6) of the Act and who is eligible for re-appointment, be and is hereby appointed as a non-executive Independent Director of the Company with effect from September 30, 2019 up to September 29, 2024 (both days inclusive).”

**“RESOLVED FURTHER THAT** the Board of Directors or a Committee thereof be and is hereby authorized to take all steps as may be necessary, proper and expedient to give effect to this resolution.”

**9. Re-appointment of Mr. Harikrishna Patni as an Independent Director of the Company for the Second Term**

To consider and if thought fit to pass with or without modification(s) the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 (Act) and the Rules framed thereunder, read with Schedule IV to the Act, as amended from time to time, Mr. Harikrishna Patni (DIN - 01316552), an Independent Director of the Company, who has submitted a declaration that he meets the criteria for independence as provided in section 149(6) of the Act and who is eligible for appointment, be and is hereby appointed as an Independent Director of the Company with effect from September 30, 2019 up to September 29, 2024 (both days inclusive).”



**“RESOLVED FURTHER THAT** the Board of Directors or a Committee thereof be and is hereby authorized to take all steps as may be necessary, proper and expedient to give effect to this resolution.”

**10. Re- Appointment of Mr. Alok Bharara as an Independent Director of the Company for the Second Term**

To consider and if thought fit to pass with or without modification(s) the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 (Act) and the Rules framed thereunder, read with Schedule IV to the Act, as amended from time to time, Mr. Alok Bharara (DIN - 02720802), an Independent Director of the Company, who has submitted a declaration that he meets the criteria for independence as provided in section 149(6) of the Act and who is eligible for re-appointment, be and is hereby appointed as an Independent Director of the Company with effect from September 30, 2019 up to September 29, 2024 (both days inclusive).”

**“RESOLVED FURTHER THAT** the Board of Directors or a Committee thereof be and is hereby authorized to take all steps as may be necessary, proper and expedient to give effect to this resolution.”

**11. Re-Appointment of Mrs. Priti Lodha as an Independent Director of the Company for the Second Term**

To consider and if thought fit to pass with or without modification(s) the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 (Act) and the Rules framed thereunder, read with Schedule IV to the Act, as amended from time to time, Mrs. Priti Lodha (DIN - 02182233), an Independent Director of the Company, who has submitted a declaration that she meets the criteria for independence as provided in section 149(6) of the Act and who is eligible for re-appointment, be and is hereby appointed as an Independent Director of the Company with effect from September 30, 2019 up to September 29, 2024 (both days inclusive).”

**“RESOLVED FURTHER THAT** the Board of Directors or a Committee thereof be and is hereby authorized to take all steps as may be necessary, proper and expedient to give effect to this resolution.”

**12. Related Party Transactions For F. Y. 2019-20**

To consider and, if thought fit to pass, with or without modification(s), the following Resolution as a **Special Resolution**:

**“RESOLVED THAT** pursuant to Section 188 of the Companies Act, 2013 and other applicable provisions of the Companies Act, 2013 and the rules made thereunder, as amended (including any statutory modification(s) or re-enactment thereof for the time being in force), and as per the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and further pursuant to the approval of Board of Directors and the Audit Committee with regard to omnibus approval for Related Party Transactions on annual basis for the financial year 2019-20 obtained in their respective meetings held on May 30, 2019, the consent of the Company be and is hereby accorded for omnibus approval for entering into contracts and/or arrangements with the related parties on annual basis for the financial year 2019-20, as defined under the said Act and the Rules made thereunder, as amended, as set out under item No.12 of the Explanatory Statement annexed to this Notice.”

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby severally authorized to perform and execute all such acts, deeds, matters and things including delegate such authority, as may be deemed necessary, proper or expedient to give effect to this resolution and for the matters connected herewith or incidental hereto.”

**13. Appointment of Cost Auditors For F. Y. 2019-20**

To consider and, if thought fit to pass, with or without modification(s), the following Resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Section 148 and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Cost Records and Audit) Rules, 2014 as amended from time to time (including any statutory modification(s) or re-enactments thereof, for the time being in force), Mr. Vinayak Kulkarni, Cost Accountant (Membership No - 28559), the Cost Auditor appointed by the Board of Directors of the Company and the Audit Committee of the Board in their respective meetings held on August 14, 2019 to conduct the audit of cost records of the Company for relevant segments for the financial year ending March 31, 2020, the consent of members be and is hereby accorded to the appointment of Mr. Vinayak Kulkarni as the Cost Auditor as stated herein above and further be paid the remuneration as set out under item No. 13 of the Explanatory Statement annexed to the Notice convening this meeting.”

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby severally authorized to perform and execute all such acts, deeds, matters and things including delegate such authority, as may be deemed necessary, proper or expedient to give effect to this resolution and for the matters connected herewith or incidental hereto.”

**By Order of the Board of Directors**

**Place:** Mumbai  
**Dated:** August 31, 2019

Lucinda D'souza  
Company Secretary

**Registered Office:**

Eastern Court, Unit No. 201-202,  
Plot No. 12, V. N. Purav Marg,  
S. T. Road, Chembur,  
Mumbai - 400071.

**NOTES:**

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING (The “Meeting”) IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF/HERSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE INSTRUMENT APPOINTING THE PROXY, TO BE VALID AND EFFECTIVE, SHOULD BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN FORTY EIGHT HOURS BEFORE THE COMMENCEMENT OF THE MEETING. PROXIES SUBMITTED ON BEHALF OF CORPORATE MEMBERS, SOCIETIES ETC. MUST BE SUPPORTED BY APPROPRIATE RESOLUTIONS / AUTHORISATION, AS APPLICABLE.**
2. A person can act as a proxy on behalf of members not exceeding 50 and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. However, a member holding more than 10%, of the total share capital of the Company carrying Voting rights may appoint a single person as a proxy and such person shall not act as a proxy for any other person or member. A proxy form for the Annual General Meeting is enclosed. Members / proxies should bring the attendance slips duly filled in and Photo Id Proof for attending the meeting.
3. Members/proxies/ authorized representatives should bring the duly filled attendance slip enclosed herewith to attend the meeting.
4. An Explanatory Statement pursuant to Section 102 (1) of the Companies Act, 2013 relating to Special Business to be transacted at the Meeting is annexed hereto.
5. Member who wants to seek any information or clarification on the Accounts are requested to send in written queries to the Company at least one week before the date of the Annual General Meeting.
6. In terms of Section 152 of the Companies Act, 2013, Mr. Mahendra Agarwal (DIN- 01366495) retires by rotation at the Meeting and being eligible, offers himself for re-appointment. The Board of Directors of the Company on the recommend of the Nomination and Remuneration Committee has recommended his reappointment on retirement by rotation. A brief resume of Mr. Mahendra Agarwal is provided herewith, as stipulated under Regulation 36 (3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.
7. **Pursuant to the provisions of Section 91 of the Companies Act, 2013, the Share Transfer Books and the Register of Members shall remain closed from September 24, 2019 to September 30, 2019, both days inclusive.**
8. **The Board of Directors have recommended a dividend of ₹ 1.80 per Equity Share of the Face Value of ₹ 10/- each fully paid-up for the Financial Year ended March 31, 2019. If declared at the Annual General Meeting, the same will be paid to the shareholders, whose names are on the Register of Members as on September 23, 2019 (Cut – off Date) and shall be paid in accordance with the provisions of the Companies Act, 2013 and Rules made thereunder, as amended.**
9. **The Company’s Registrar and Transfer Agents for its Share Registry Work (Physical and Electronic) are:**  
**Universal Capital Securities Pvt. Ltd.**  
**(Formerly known as Mondkar Computers Pvt. Ltd.)**  
T: +91 (22) 2820 7203-05 / 2825 7641 F: +91 22 2820 7207 E: info@unisec.in; W: www.unisec.in  
21, Shakil Niwas, Opp. Satya Saibaba Temple, Mahakali Caves Road, Andheri (East), Mumbai - 93.



**10. Members are requested to:**

- a. intimate to the depository participant, changes if any, in their registered addresses/ bank account details/ email ids/ mandates/ nominations/ power of attorney/ contact numbers, if the shares are held in dematerialized form.
  - b. intimate to the Company's RTA, at the address given in point no. 9, changes if any, registered addresses/ bank account details/ email ids/ mandates/ nominations/ power of attorney/ contact numbers, if the shares are held in physical form (having share certificates)
  - c. consolidate their holdings into one folio in case they hold shares under multiple folios in the identical order of names.
  - d. dematerialize their Physical Shares to Electronic Form (Demat) to eliminate all risks associated with Physical Shares.
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 who have not done so are requested to submit the PAN to their Depository Participant with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company / RTA.
12. All documents, transfers, dematerialization requests and other communications in relation thereto should be addressed directly to the Company's Registrar & Transfer Agents.
13. In view of the circular issued by SEBI, the National Electronic Clearing Services (NECS) facility should mandatorily be used by the companies for the distribution of dividend to its members. In order to avail the facility of NECS, Members holding shares in physical form are requested to provide bank account details to the Company or its Registrar and Share Transfer Agents. Members holding shares in electronic form are hereby informed that the bank particulars registered against their respective depository accounts will be used by the Company for payment of dividend. Any changes in such bank mandate must be advised only to the Depository Participant of the Members.
14. The Notice of the Annual General Meeting along with the **Twenty Fifth Annual Report 2018-19** is being sent by electronic mode to those Members whose e-mail addresses are registered with the Company/ Depositories unless any member has requested for a physical copy of the same. To support "Green Initiative", Members who have not registered their e-mail addresses are requested to register the same with the Company/Depositories. Members who have not registered their e-mail addresses, physical copy is being sent by permitted mode. Members may also note that the Annual Report will be available on the Company's website [www.aicld.in](http://www.aicld.in)
15. As per the provisions of Section 72 of the Companies Act, 2013, facility for making nomination is available for the Members in respect of the shares held by them. Members holding shares in single name and who have not yet registered their nomination, are requested to register the same by submitting Form No. SH-13. If a Member desires to cancel the earlier nomination and record fresh nomination, he / she may submit the same in Form No. SH-14. Members holding shares in physical form are requested to submit the forms to the Company. Members holding shares in electronic form must submit the forms to their respective Depository Participants. Members holding shares in physical form are requested to consider converting their holdings to dematerialized form to eliminate risks associated with physical shares and for ease in portfolio management.
16. The format of the Register of Members prescribed by the Ministry of Corporate Affairs under the Act, requires the Company to record additional details of Members, including their PAN details, email address, bank details for payment of dividend, etc. Members holding shares in physical form are requested to submit details to the Company and Members holding shares in electronic form are requested to submit the details to their respective Depository Participants.
17. In case of joint holders attending the Meeting, the Member whose name appears as the first holder in the order of the names as per the Register of Members of the Company will be entitled to vote.
18. All documents referred to in the accompanying Notice and the Explanatory Statement shall be open for inspection at the Registered Office of the Company during normal business hours (10.00 a.m to 6.00 p.m) on all working days except Sundays and holidays, up to and including the date of the Annual General Meeting of the Company.
19. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 ('the Act'), and the Register of Contracts or Arrangements in which the directors are interested, maintained under Section 189 of the Act, will be available for inspection by the members at the AGM.

## 20. Voting through Electronic Means

In compliance with provisions of Section 108 of the Act and Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended from time to time and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide its Members facility of remote e-voting (to cast their vote electronically from a place other than the venue of the AGM), through remote e-voting services provided by Central Depository Services Limited (CDSL) on all resolutions set forth in this Notice. A copy of the notice has been placed on the website of CDSL ([www.evotingindia.com](http://www.evotingindia.com)).

**The instructions for remote e-voting are as under:**

**(A) In case of Members receiving e-mail:**

- (i) The voting period begins on **September 27, 2019 (9.00 a.m IST) and ends on September 29, 2019 (5.00 p.m IST)**. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, **as on the cut-off date viz September 23, 2019 (record date)** may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter viz. **September 29, 2019 (5.00 p.m IST)**.
- (ii) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- (iii) Click on Shareholders.
- (iv) Now Enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.
- (vii) If you are a first time user follow the steps given below:

	<b>For Members holding shares in Demat Form and Physical For</b>
PAN	<p>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none"> <li>Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.</li> <li>In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</li> </ul>
Dividend Bank Details <b>OR</b> Date of Birth (DOB)	<p>Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.</p> <ul style="list-style-type: none"> <li>If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (iv).</li> </ul>

NOTE: Please keep the sequence number in safe custody for future e-voting.

- (viii) After entering these details appropriately, click on "SUBMIT" tab.
- (ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote,