

ALKA INDIA LIMITED

2019-20

FOR 12TH month

26th Annual Report

Contents

□ Notice	4-14
□ Director's Report	15-33
□ Management Discussion and Analysis Report	33-35
□ Corporate Governance Report	36-48
□ Certificate on Corporate Governance	49
□ Declaration and CEO Certification under Listing Regulations, 2015	50-51
□ Secretarial Audit Report	52-54
□ Auditors Report	55-61
□ Balance Sheet	62
□ Profit and Loss Account	63
□ Cash Flow Statement	64
□ Schedules Forming part of Accounts	65-69
□ Attendance Slip and Proxy form	95-96

ALKA INDIA LIMITED

ANNUAL REPORT 2019 - 2020

BOARD OF DIRECTORS AND KEY MANAGERIAL PERSONNEL

Mr. Satish Ramswroop Panchariya	Chairman & Managing Director
Mr. Ramakant Gokulchand Sharma	Executive Director
Mr. Ashok Ramswroop Panchariya	Non Executive Non Independent Director
Mr. Rajesh Yashwant Nalavade	Non Executive Additional Non Independent Director
Mr. Neel Ashok Doctor	Non Executive Independent Director (upto 29.05.2019)
Mr. Madanlal Balchand Purhoit	Non Executive Independent Director (upto 13.06.2019)
Mr. Alok Jain	Non Executive Independent Director
Ms. Hiramani Babulal Sharma	Non Executive Additional Independent Woman Director
Mr. Hemant Anant Mahabaleshwarkar	Chief Financial Officer
Mrs. Heena Bedi	Company Secretary (w.e.f. 04.03.

AUDITORS

Statutory Auditor

M/s. Pipara & Co. LLP
Chartered Accountants
13th Floor, Trade Link, E-Wing,
A block, Kamala Mills,
Senapati Bapat Marg, East - 401 107.

Internal Auditor

Mr. Brijesh Yadav
Chartered Accountants
104, D-17, Shanti Vihar,
, Mira Road (E), Thane
, Mumbai - 401107.

Secretarial Auditor

M/s. B R Gupta & Co.
Practicing Company Secretary
102, 1st Floor, Silver Avenue,
Next to Poisar Masjid, S. V. Road,
Lower Parel - 400 013.

BANKERS

HDFC Bank

Ground Floor, Manekji Wadia Building,
Nanik Motwane Marg, Mumbai - 400 001.

REGISTRAR AND SHARE TRANSFER AGENT

Sharex Dynamic (India) Private Limited
C-101, 247 Park, LBS Marg,
Vikhroli (W), Mumbai - 400072.
Tel.: 022 28515644 / 02228515606
www.sharexindia.com | info@sharexindia.com

REGISTERED OFFICE

Unit No. 102, 1st Floor, Morya Landmark II, New Link Road,
Near Infinity Mall, Andheri (W), Mumbai - 400 053.
Tel.: 022 49720369
www.alakindia.in | alkaindia@gmail.com

ALKA INDIA LIMITED

CIN: L99999MH1993PLC168521

Unit No. 102, 1st Floor, Morya Landmark II, New Link Road, Near Infinity Mall, Andheri (W),
Mumbai – 400 053 www.alkaindia.in | alkaindia@gmail.com Contact No.: 022 49720369

NOTICE

NOTICE is hereby given that the 26th Annual General Meeting of the Members of Alka India Limited will be held Wednesday, December 30, 2020 at 10.30 a.m. through video conferencing ("VC")/ other Audio Visual Means ("OVAM") to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Standalone and Consolidated Financial Statements of the Company together with the reports of the Directors' and Auditors' thereon for the year ended March 31, 2020.

SPECIAL BUSINESS: NIL

RegisteredOffice:

Unit 102, 1st Floor, Morya Landmark II,
New Link Road, Near Infinity Mall,
Andheri (W), Mumbai – 400 053.

Place: Mumbai
Date: 04-12-2020

By Order of the Board of Directors
For **Alka India Limited**
Sd/-

Heena Bedi
Company Secretary

NOTES:

1. In view of existing Covid-19 Pandemic and in accordance with General Circular No. 20/2020 dated 05th May, 2020 issued by Ministry of Corporate Affairs read with Circulars dated 08th April, 2020 and 13th April, 2020 and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 issued by the SEBI (hereinafter collectively referred to as "the Circulars"), Companies are allowed to hold AGM through VC, without the physical presence of Members at a common venue. Hence, in compliance with the Circulars, the AGM of the Company is being held through VC.
2. The Members are requested to note that the facility for attending the AGM through Video Conferencing shall be kept open from 10 a.m. i.e. at least 30 minutes before the commencement of the meeting and 15 minutes post the conclusion of the Meeting. All the Members who join the video conferencing portal during this time shall be considered for the purpose of quorum at the meeting.
3. A Member Entitled to Attend and Vote at The Meeting of The Company is Entitled To Appoint Another Person As Proxy/ Proxies To Attend And Vote At The Meeting (On The Calling Of A Poll Only) Instead Of Himself/ Herself And The Proxy Need Not Be A Member Of The Company. Since the AGM is being held in accordance with the Circulars through VC, the facility for appointment of proxies by the Members will not be available.
4. Pursuant to the provisions of Section 91 of the Companies Act, 2013, the Register of Members and Share Transfer Registers of the Company will remain closed from December 24, 2020 to December 30, 2020.
5. In accordance with the Directions issued by the Ministry of Corporate Affairs, the Meeting has a capacity to host atleast 1000 Members on a First-Come, First-Serve basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the EGM/AGM without restriction on account of first come first served basis. The participants are allowed to pose their questions concurrently or they can submit the questions in advance on the email id alkaindia@gmail.com
6. In compliance with the aforesaid MCA Circulars and SEBI Circular dated May 12, 2020, Notice of the AGM along with the Annual Report of 2019-20 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/ Depositories. Members may note that the Notice and Annual Report of 2019-20 of the Company circulated to the Members of the Company, will be made available on the Company's website www.alkaindia.in, website of the Stock Exchange i.e. BSE Limited www.bseindia.com and on the website of CDSL (agency for providing the Remote e-Voting facility and e-voting system during the AGM) i.e. evoting@cdslindia.com. As a measure of economy, copies of the Annual Report will not be distributed at the Annual General Meeting.
7. Members holding shares in Dematerialized Form are requested to intimate all changes pertaining to their Bank details, National Electronic Clearing Service (NECS), Electronic Clearing Service (ECS), mandates, nominations, power of attorney, change of address, change of name, e-mail address, contact numbers, etc., to their Depository Participant (DP). Changes intimated to the DP will then be automatically reflected in the Company's records which will help the Company and the Company's Registrars and Transfer Agents, M/s. Sharex dynamic (India) Private Limited to provide efficient and better services. Members holding shares in physical form are requested to intimate such changes to M/s. Sharex dynamic (India) Private Limited
8. Members holding shares in physical form are requested to convert their holding to dematerialized form to eliminate all risks associated with physical shares and for ease of portfolio management. Members can contact the Company or M/s. Sharex dynamic (India) Private Limited for assistance in this regard.
9. Members holding shares in physical form in identical order of names in more than one folio are requested to send to the Company or M/s. Sharex dynamic (India) Private Limited, the details of such folios together

with the share certificates for consolidating their holding in one folio. A consolidated share certificate will be issued to such Members after making requisite changes.

10. In case of joint holders attending the meeting, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote at the AGM.
11. Transfer of Unclaimed/Unpaid amounts to the Investor Education and Protection Fund (IEPF), Pursuant to Sections 205A and 205C and other applicable provisions, if any, of the Companies Act, 1956 and Section 123 of Companies Act, 2013 all unclaimed/unpaid dividend, application money, debenture interest and interest on deposits as well as the principal amount of debentures and deposits, as applicable, remaining unclaimed/ unpaid for a period of seven years from the date they became due for payment, in relation to the Company have been transferred to the IEPF established by the Central Government. No claim shall lie against the Company for the amounts so transferred prior to 31st March, 2020, nor shall any payment be made in respect of such claim.
12. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of addresses is provided in the instructions for e-voting section which forms part of this Notice.
13. Authorised Representatives of Corporate Members and Representatives appointed in pursuance of Section 112 and Section 113 of the Companies Act, 2013 intending to attend the meeting are requested to send/present to the Company a Certified Copy of the Board Resolution/Authority Letter authorizing them to attend and vote on their behalf at the meeting in electronic mode to the following email address cs@djcorp.in; if they have voted from individual tab and not uploaded same in the CDSL e-voting system for the scrutinizer's verification;
14. Member are requested to address all correspondences, including dividend matters, to the Registrar and Share Transfer Agents, M/s. Sharex dynamic (India) Private Limited, 9, Shiv Shakti Industrial Estate, J. R. Boricha Marg, Opp. Kasturba Hospital Lane, Lower Parel (E) Mumbai – 400011, Maharashtra Tel.: [022 2851 5606](tel:02228515606), Email/ Investor Grievance E-mail: support@sharexindia.com Website: www.sharexindia.com.
15. As per the provisions of Section 72 of the Companies Act, 2013 read with the rules made thereunder, facility for making nominations is available for Members, in respect of the shares held by them. Nomination forms can be obtained from the Registrar and Share Transfer Agents of the Company. Members are requested to submit these details to their DP in case the shares are held by them in electronic form, and to the RTA, M/s. Sharex dynamic (India) Private Limited, in case the shares are held in physical form.
16. Members seeking any information or clarifications on the Annual Report are requested to send in written, queries to the Company at least one week before the meeting to enable the Company to co
17. Since the AGM will be held through Video Conferencing, the Route Map is not annexed to this Notice.
18. In compliance with Section 108 of the Act, read with the corresponding rules, and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("the Listing Regulations"), the Company has provided a facility to its Members to exercise their votes electronically through the electronic voting ("e-voting") facility provided by the Central Depository Services (India) Limited (CDSL). Members who have cast their votes by remote e-voting prior to the AGM may participate in the AGM but shall not be entitled to cast their votes again. The manner of voting remotely by Members holding shares in dematerialized mode, physical mode and for Members who have not registered their email addresses is provided in the instructions for e-voting section which forms part of this Notice.

The procedure and instructions for members for voting electronically are as under:

1. The E-Voting period begins on December 27, 2020 at 9.00 A.M. and ends on December 29, 2020, at 5.00 P.M. During this period the shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of December 23, 2020, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting there after.
2. Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.

A. In case a Member receives an email from CDSL [for members whose email IDs are registered with the Company/Depository Participants(s)]:

- (i) Open email and open PDF file viz; "remote e-voting.pdf" with your Client ID or Folio No. as password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password.
- (ii) Launch internet browser by typing the following URL: <https://www.evoting.cdsl.com/>
- (iii) Click on "Shareholder -Login"
- (iv) Click on "Shareholders" module.
- (v) 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) Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
- (vi) Next enter the Image Verification as displayed and Click on Login.
- (vii) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.
- (viii) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
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> <p>• Members who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number which is printed on Attendance Slip indicated in the PAN field or if the same is not updated, Member may send an e-mail to .. Sharex dynamic (India) Private Limited at support@sharexindia.com</p>

- (ix) After entering these details appropriately, click on "SUBMIT" tab.
- (x) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders 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, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (xi) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xii) Click on the EVSN for the relevant Alka India Limited on which you choose to vote.
- (xiii) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (xiv) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xv) After selecting the resolution, you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- (xvi) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvii) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xviii) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password and enter the details as prompted by the system.
- (xix) Shareholders can also cast their vote using CDSL's mobile app "**m-Voting**". The m-Voting app can be downloaded from respective Store Please follow the instructions as prompted by the mobile app while Remote Voting on your mobile.

B. In case a Member receives physical copy of the Notice of AGM[for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy]:

- (i) For Physical shareholders - please provide necessary details like Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested) scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to alkaindia@gmail.com/support@sharex.com
- (ii) For Demat shareholders, please provide Demat account details (CDSL-16 digit beneficiary ID or NSDL-16 digit DPID + CLID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card) AADHAR (self-attested scanned copy of Aadhar Card) by email to alkaindia@gmail.com/support@sharex.com
- (iii) The company/RTA shall co-ordinate with CDSL and provide the login credentials to the above mentioned shareholders.

C. INSTRUCTIONS FOR SHAREHOLDERS ATTENDING THE AGM THROUGH VC ARE AS UNDER:

Shareholder will be provided with a facility to attend the AGM through VC/OAVM through the CDSL e-Voting system. Shareholders may access the same at <https://www.evotingindia.com>

- (i) Shareholder will be provided with a facility to attend the AGM through VC/OAVM through the CDSL e-Voting system. Shareholders may access the same at <https://www.evotingindia.com> under shareholders/Members login by using the remote e-voting credentials. The link for VC/OAVM will be available in shareholder/Members login where the EVSN of Company will be displayed.
- (ii) Shareholders are encouraged to join the Meeting through Laptops / IPads with latest internet browsers for better experience.
- (iii) Further shareholders will be required to allow Camera and use Internet with a good speed (ideally broadband connectivity- 512 kbps or 2 mbps and above dedicated bandwidth) to avoid any disturbance during the meeting.
- (iv) Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
- (v) Shareholders who would like to express their views/ask questions during the meeting may register themselves as a speaker by sending their request in advance at least 3 days prior to AGM mentioning their name, demat account number/folio number, email id, mobile number at alkaindia@gmail.com. The shareholders who do not wish to speak during the AGM but have queries may send their queries in advance 3 days prior to meeting mentioning their name, demat account number/folio number, email id, mobile number at alkaindia@gmail.com. These queries will be replied to by the company suitably by email.
- (vi) Those shareholders who have registered themselves as a speaker will be allowed to express their views/ask questions during the meeting on a priority basis. The Company reserves the right to restrict the number of speakers depending on the availability of time at the AGM.
- (vii) The Shareholders who have not registered themselves can put the question on the chat box available on the screen at the time of the Meeting.

.D. INSTRUCTIONS FOR SHAREHOLDERS FOR E-VOTING DURING THE AGM ARE AS UNDER:-

- (i) The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for Remote e-voting.
- (ii) Only those shareholders, who are present in the AGM through VC facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system available during the EGM/AGM.

- (iii) If any Votes are cast by the shareholders through the e-voting available during the AGM and if the same shareholders have not participated in the meeting through VC facility, then the votes cast by such shareholders shall be considered in valid as the facility of e-voting during the meeting is available only to the shareholders attending the meeting.
- (iv) Shareholders who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.

Note for Non - Individual Shareholders and Custodians

- (i) Non-Individual shareholders (i.e. other than Individuals, HUF, and NRI etc.) and Custodians are required to log on to www.evotingindia.com and register themselves in the "Corporates" module.
- (ii) scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evotingcdslindia.com
- (iii) After receiving the login details a Compliance User should be created using the admin login and password The Compliance User would be able to link the account(s) for which they wish to vote on.
- (iv) The list of accounts linked in the login should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
- (v) A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (vi) Alternatively Non Individual shareholders are required to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz alkaindia@gmail.com if they have voted from individual tab and not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

19. Process for registration of email id for obtaining Annual Report:

Physical Holding	Send a request to the Registrar and Transfer Agents of the Company, sharex dynamic (India) Private Limited by providing Folio No., Name of shareholder, scanned copy of the share certificate (front and back) PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) for registering email address.
Demat Holding	Please contact your Depository Participant (DP) and register your email address and bank account details in your demat account, as per the process advised by your DP.

20. In case you have any queries or issues regarding e-voting you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com or call 1800225533.

21. All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Manager, (CDSL) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal