



ANNUAL REPORT 2019-2020

AMINES & PLASTICIZERS LTD.

GAS TREATING
CHEMICALS

OIL & GAS

PHARMACEUTICAL
INTERMEDIATES

INDUSTRIAL GASES

ENGINEERING
& PROJECTS

TEXTILE AUXILIARY
CHEMICALS



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COMPANY INFORMATION

BOARD OF DIRECTORS
CHAIRMAN AND MANAGING DIRECTOR
HEMANT KUMAR RUIA

EXECUTIVE DIRECTOR
YASHVARDHAN RUIA

DIRECTORS:
Dr. P. H. VAIDYA
A. S. NAGAR
B. M. JINDEL
NIMISHA DUTIA

**PRESIDENT (LEGAL) &
COMPANY SECRETARY**
AJAY PURANIK

CHIEF FINANCIAL OFFICER
PRAMOD SHARMA

BANKER:
STATE BANK OF INDIA
SYNDICATE BANK
HDFC BANK

STATUTORY AUDITOR:
M/S B D G & ASSOCIATES
Chartered Accountants

AMINES & PLASTICIZERS LTD.

REGISTERED OFFICE:
POAL ENCLAVE, C/o PRANATI BUILDERS PVT. LTD.,
PRINCIPAL J. B. ROAD, CHENIKUTHI,
GUWAHATI - 781 003, ASSAM.

REGISTRAR & SHARE TRANSFER AGENT:
SHAREX DYNAMIC (INDIA) PVT. LTD.
C - 101, 247 PARK, LBS MARG, VIKHROLI (W),
MUMBAI - 400083.

NOTICE

NOTICE is hereby given that the 45th Annual General Meeting (AGM) of the Members of **AMINES & PLASTICIZERS LIMITED** will be held on Tuesday, 29th September, 2020, at 4.00 PM (IST) through Video Conferencing (VC) / Other Audio Visual Means (OAVM), to transact the following business:

ORDINARY BUSINESS:

- To receive, consider and adopt** the Audited Financial Statements (including the Consolidated Financial Statements) for the financial year ended 31st March, 2020 together with the Reports of the Board of Directors and the Auditors thereon.
- To confirm Interim Dividend** of 15% i.e. 30 paise per Equity Share declared on 55020000 Equity Shares of face value of ₹ 2/- each already paid for the Financial Year ended 31st March, 2020.
- To appoint a Director** in place of Mr. Yashvardhan Ruia (DIN : 00364888) who retires by rotation and being eligible, offers himself for re-appointment.

SPECIAL BUSINESS:

- Re-appointment of Mr. Yashvardhan Ruia (DIN: 00364888) as Whole Time Director designated as Executive Director of the Company.**

To consider and if thought fit, to pass the following Resolution as a Special Resolution :

“RESOLVED THAT pursuant to the provisions of Sections 196, 197 and other applicable provisions, if any, read with Schedule V of the Companies Act, 2013 (“the Act”) and Rules made thereunder (including any statutory modification(s), clarification(s) or re-enactment(s) thereof for the time being in force) and subject to such approvals, consents, permissions and sanctions of appropriate and/or concerned authorities applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as “SEBI (LODR) Regulations, 2015”) (including any statutory modification(s) or re-enactment thereof for the time being in force) and subject to such other conditions and modifications, as may be prescribed, imposed or suggested by any of such appropriate and/or concerned authorities while granting such approvals, consents, permissions and sanctions and as agreed to by the Board of Directors of the

Company without any further approval of the members of the Company (hereinafter referred to as “the Board” which term shall be deemed to include any Committee which the Board may have constituted or herein after constitute to exercise its powers including the powers conferred by this resolution), the consent of the members of the Company be and is hereby accorded for the re-appointment of Mr. Yashvardhan Ruia (DIN : 00364888) as a Whole Time Director designated as Executive Director of the Company for a period of Five (5) years with effect from 1st June, 2020 to 31st May, 2025 with a revised remuneration for the period of Three (3) years from 01st June, 2020 to 31st May, 2023 on such terms and conditions, including expressly the remuneration and the minimum remuneration payable to him in case of absence or inadequacy of profits in any year with powers to the Board to alter, amend, vary and modify the terms and conditions of the said reappointment and remuneration payable to him from time to time as it deems fit in such manner as may be mutually agreed upon, on the terms and conditions as set out below :

Designation : Executive Director

1. Period:

The appointment will be effective from 1st June, 2020 for a period of Five years i.e. up to 31st May, 2025.

2. Overall Remuneration :

The remuneration payable to him for a period 1st June, 2020 to 31st May, 2023 shall be as follows :

- Salary: ₹2,50,000/- per month with annual increment of such amount as may be decided by the Board within the overall ceiling as may be permitted under the Act.
- Perquisites : Perquisites are classified into Three categories A, B, C as follows :

CATEGORY ‘A’

- House Rent Allowance

Housing I:

House Rent Allowances to the extent 50% of the basic salary in case Mumbai, Kolkata, New Delhi and Chennai and in other cities it will be 40% of the basic salary.

Housing II:

In case the accommodation is owned by the Company, 10% of the salary shall be deducted by the Company.

Housing III:

In case the Company provides no accommodation, he shall be entitled to house rent allowance subject to the ceiling laid down in Housing I.

- ii) Bonus @ 20% of the Annual Salary per year.
- iii) Medical Reimbursement – Expenses incurred for self and family subject to a ceiling of one month's salary in a year or three months' salary over a period of three years.
- iv) Leave entitlement – One month leave per year.
- v) Leave Travel Concession – For self and family once in a year according to the rules of the Company.
- vi) Club fees - Fees of clubs, subject to a maximum of two clubs but this will not include admission and life membership fees.
- vii) Personal Accident Insurance – Premium not to exceed ₹15000/- in a year. Explanation-Family means the spouse and the dependent children of the Executive Director.

CATEGORY 'B'

The Executive Director shall also be eligible to the following perquisites, which shall not be included in the computation of the ceiling for the purpose of remuneration or minimum remuneration.

- a) Contribution to Provident Fund and Superannuation Fund or Annuity Fund to the extent not taxable under the Income Tax Act, 1961.
- b) Gratuity payable at a rate not exceeding half a month's salary for each completed year of service.
- c) Accumulated Leave encashable at the end of the tenure.

CATEGORY 'C'

Provision of Car for use on Company's business and telephone at residence will not be considered as perquisites.

In case of loss or inadequacy of profits in any

financial year, the Executive Director will be entitled to a minimum remuneration by way of salary and perquisites as specified above subject to the limits specified in that regard in Schedule V to the Companies Act, 2013 or as amended from time to time.

Mr. Yashvardhan Ruia will not be entitled to any sitting fees for attending meetings of the Board of Directors or Committees thereof. He shall be liable to retire by rotation. The Company shall reimburse to the Executive Director, entertainment, traveling and all other expenses incurred by him for the business of the Company. He is also entitled to any loyalty benefit program, keyman insurance policies as may be decided by the Board from time to time.

Subject to the superintendence and control of the Board of Directors, he shall be responsible for the day-to-day management of the affairs of the Company. The overall remuneration payable shall not exceed ₹ One Crore per annum.

RESOLVED FURTHER THAT in the event of any loss or inadequacy of profits in any financial year during his tenure, the Company do pay Mr. Yashvardhan Ruia, the remuneration by way of salary, perquisites, commission or any other allowances as specified above in accordance with the limits specified under Section II of Part II of Schedule V to the Companies Act, 2013 (including any statutory modifications or re-enactments thereof, for the time being in force) or such other limits as may be prescribed by the Government from time to time in this regard, as minimum remuneration for a period not exceeding three years.

RESOLVED FURTHER THAT pursuant to Regulation 17(6)(e)(ii) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, approval of the members be and is hereby accorded for payment of aggregate annual remuneration to Mr. Yashvardhan Ruia along with other executive promoter Directors exceeding 5% of net profits of the Company.

RESOLVED FURTHER THAT the Board of Directors be and is hereby authorised at its discretion from time to time to fix the actual remuneration and/or perquisites of Mr. Yashvardhan Ruia and revise such remuneration and/ or perquisites from time to time within the statutory limits and to vary/ modify/

amend the terms and conditions of the reappointment from time to time as may be agreed to by the Board and Mr.Yashvardhan Ruia.

RESOLVED FURTHER THAT the aforesaid remuneration shall be payable for a period of (Three) 3 years from the date of re-appointment and shall be revised thereafter for the remainder term with the approval of the members of the Company or such authority as may be required.

RESOLVED FURTHER THAT the Board of Directors or Company Secretary of the Company, be and are hereby severally authorised to make necessary application, if any to such Authorities, as may be required, for seeking its approval to the said appointment and to do all such acts, deeds, matters and things as may be necessary, proper or expedient for the purpose of giving effect to this resolution and for matters connected therewith or incidental thereto."

5. Ratification of Remuneration to Cost Auditors.

To consider and if thought fit, to pass 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 (Audit & Auditors) Rules, 2014 as amended from time to time, M/s A G Anikhindi & Co., Cost Accountants (Firm Registration No.100049), Kolhapur appointed by the Board of Directors as Cost Auditors to conduct the audit of the cost records of the Company for the Financial Year ending March 31, 2021 be paid a

remuneration of ₹ 2,15,000/- (Rupees Two Lakhs Fifteen Thousand only) as also the payment of Goods and Service Tax as applicable and re-imbursement of out of pocket expenses incurred in connection with the aforesaid audit".

6. Invitation / Renewal of Unsecured Fixed Deposit from Members.

To consider and if thought fit, to pass, the following resolution as an Ordinary Resolution:

"RESOLVED THAT pursuant to the provisions of Section 73 of the Companies Act, 2013 read with the Companies (Acceptance of Deposits) Rules, 2014 and other applicable provisions, if any, and subject to such conditions, approvals, permissions, as may be necessary, consent of the members of the Company be and is hereby accorded to invite/ accept/ renew from time to time unsecured fixed deposits from members of the Company, on such terms and conditions as the Board of Directors may think proper and beneficial for the Company, up to a limit not exceeding 35% of the aggregate paid-up share capital, free reserves and securities premium account of the Company, as prescribed under Rule 3(3) of the Companies (Acceptance of Deposits) Rules, 2014.

RESOLVED FURTHER THAT Board of Directors of the Company be and is hereby authorised to formulate the Scheme, to file necessary forms and to do compliances as required under the Companies Act, 2013, the Companies (Acceptance of Deposits) Rules, 2014 and other applicable provisions, if any."

Place: Mumbai
Date: 13/08/2020

By Order of the Board of Directors
For **Amines & Plasticizers Limited**

Ajay Puranik

President (Legal) & Company Secretary
Membership No. F4288

Registered Office :

Poal Enclave, C/o Pranati Builders Private Ltd.,
Principal J.B. Road, Chenikuthi,
Guwahati – 781 003. Assam.
CIN: L24229AS1973PLC001446
Website: www.amines.com
Email : ajayp@amines.com
Contact : 022 24935282/87/88
Fax : 022 24938162

NOTES

I. General Information :

1. The Explanatory Statement setting out material facts, pursuant to Section 102 of the Companies Act, 2013 ('the Act'), Secretarial Standard – 2 on General Meetings in respect of the Special Business under Item Nos.4 to 6 of the accompanying Notice is annexed hereto.
2. The Register of Members and Share Transfer Books of the Company will remain closed from 21st September, 2020 to 29th September, 2020 (both days inclusive) for the purpose of AGM.
3. In view of the ongoing COVID-19 pandemic, the MCA has vide its General Circular No. 20/2020 dated May 05, 2020 read with General Circular No. 14/2020 dated April 08, 2020 and General Circular No. 17/2020 dated April 13, 2020 (collectively referred to as 'MCA Circulars') permitted the holding of the AGM through VC/OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Act, SEBI Listing Regulations and MCA Circulars, the AGM of the Company is being held through VC/OAVM only. In accordance with the MCA Circulars, special businesses mentioned at Item Nos.4 to 6 of the Notice is considered as unavoidable in nature by the Board of Directors of the Company.
4. Since this AGM is being held through VC/OAVM, physical attendance of the Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence the Proxy Form, Attendance Slip and Route Map are not annexed to this Notice.
5. Attendance of the Members participating in the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
6. Pursuant to General Circular No. 20/2020 dated May 5, 2020 issued by the MCA read with SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020, Notice of the AGM and Annual Report for the year ended March 31, 2020 are being sent electronically to those Members whose email addresses are registered with the Depository Participants / Registrar and Share Transfer Agent. Notice of the AGM along with the Explanatory Statement and the Annual Report for the year ended March 31, 2020, circulated to Members are also available on the website of the Company www.amines.com and on the website of BSE Limited www.bseindia.com.
7. In case the Shareholder's e-mail ID is already registered with the Company/ Sharex Dynamic (India) Pvt.Ltd., the Registrar and Transfer Agent ('RTA') / Depositories, log in details for e-voting shall be sent on the registered e-mail address.
8. In case the Shareholder holding shares in physical mode has not registered his/her e-mail address with the Company/ Sharex Dynamic (India) Ltd./Depositories, he/she may do so by sending a duly signed request letter with Folio No. and Name of Shareholder to Sharex Dynamic (India) Pvt Ltd. (UNIT: Amines and Plasticizers Limited), C-101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai – 400083, Tel: 022 28515606, e-mail: support@sharexindia.com.
Alternatively, the Company has enabled a link to update email ids and Bank Details which is as follows:
For Email: https://sharexindia.com/Email_Register.html
For Bank Details: https://sharexindia.com/Bank_Register.html
9. In case of shares held in demat mode, the shareholder may contact the Depository Participant ('DP') and register the e-mail address in the demat account as per the process followed and advised by the DP.
10. In terms of Section 152 of the Act, Mr. Yashvardhan Ruia, Director, shall retire by rotation at the ensuing AGM. Mr. Yashvardhan Ruia (DIN: 00364888), being eligible, offers himself for re-appointment. The Board of Directors of the Company recommends re-appointment of Mr. Yashvardhan Ruia.

11. The Company's Statutory Auditors, Messrs BDG & Associates, Chartered Accountants, registered with the Institute of Chartered Accountants of India vide registration number 119739W, were appointed as Statutory Auditors of the Company for a period of five consecutive years at the Annual General Meeting of the Members held on 27th September, 2018 on a remuneration mutually agreed upon by the Board of Directors and the Statutory Auditors. Pursuant to the Companies (Amendment) Act, 2017 effective from May 07, 2018, the requirement of seeking ratification of the Members for the appointment of the Statutory Auditors has been withdrawn from the Statute. In view of the foregoing amendment, ratification by the Members for continuance of their appointment is not being sought at this AGM.
12. A brief profile of the Director retiring by rotation and proposed to be re-appointed at this AGM, nature of his expertise in specific functional areas, names of companies in which he holds directorship and membership/chairmanship of Board Committee(s), shareholding and relationship between directors inter se as stipulated under Regulation 36 of SEBI Listing Regulations and other requisite information as per Clause 1.2.5 of Secretarial Standards – 2 on General Meetings are provided in Annexure - A to this Notice.
13. Relevant documents as required by law and referred to in the accompanying Notice and in the Explanatory Statement shall be available for inspection through electronic mode. Members can inspect the same by sending email to legal@amines.com. Inspection shall be provided at a mutually convenient time.
All documents referred to in the Notice will also be available for electronic inspection by the Members without payment of any fee from the date of circulation of this notice up to the date of AGM i.e. 29th September, 2020.
14. With effect from April 01, 2019, in terms of SEBI Notification No. SEBI/LAD-NRO/GN/2018/24 dated June 08, 2018 and further amendment vide Notification No. SEBI/LAD-NRO/GN/2018/49 dated November 30, 2018, requests for effecting transfer of securities (except in case of transmission or transposition of securities) are not being processed unless the securities are held in the dematerialized form with the depositories. Therefore, Members holding shares in physical form are requested to dematerialize shares held in physical form at the earliest available opportunity.
15. SEBI has mandated the submission of Permanent Account Number (PAN) by every securities market participant. Members holding shares in electronic form are therefore requested to submit their PAN to the DP with whom they maintain their demat accounts. Members holding shares in physical form should submit their PAN to Sharex Dynamic (India) Pvt Ltd / Company.
16. Members are advised to avail the nomination facility in respect of shares held by them pursuant to the provisions of Section 72 of the Act. Members holding shares in physical form desiring to avail this facility may send their nomination in the prescribed Form No. SH-13 duly filled in to Sharex Dynamic (India) Pvt Ltd. Members holding shares in dematerialized form may contact their respective DP for availing this facility.
17. The Company has connectivity with both the Depositories i.e., Central Depository Services (India) Ltd. (CDSL) and National Securities Depository Limited (NSDL) and ISIN No. is INE275D01022. Members holding shares in physical form are requested to consider converting their holding to dematerialized form to eliminate all risks associated with physical shares and for ease of portfolio management.
18. Unclaimed Dividends:
 - a. Members of the Company are requested to note that as per the provisions of Section 124(5) and Section 124(6) of the Act, dividends not encashed / claimed by the Member of the Company, within a period of seven years from the date of declaration of dividend, shall be transferred by the Company to the Investor Education and Protection Fund (IEPF), also all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more shall be transferred to the Demat Account of IEPF Authority notified by the MCA ('IEPF Demat Account').

Reminder letter dtd. 20/07/2020 has been sent to all the shareholders, whose shares are liable to be transferred to the said Fund. Shareholders are requested to claim their unpaid/ unclaimed dividend, if any on equity shares to avoid any transfer of shares or dividend in the future to the IEPF Account. No claim shall lie

against the Company in respect of these equity shares post their transfer to IEPF. Upon transfer, the Shareholders will be able to claim these equity shares only from the IEPF Authority.

Members/ claimants whose shares, unclaimed dividend have been transferred to the IEPF, as the case may be, may claim the shares or apply for refund by making an application to the IEPF Authority in Form IEPF- 5 (available on iepf.gov.in) along with requisite fees, if any, as decided by the IEPF Authority from time to time. The Member/ Claimant can file only one consolidated claim in a financial year as per the IEPF Rules.

b. Details of Unclaimed Dividend and Shares attached thereto on Website :

The details of the unpaid/unclaimed dividend are available on the website of the Company i.e. www.amines.com.

c. Amounts of dividend remaining unclaimed/ unpaid for a period of seven years are required to be transferred to the 'Investor Education and Protection Fund'. Accordingly, unpaid dividend up to the year ended March 31, 2012, has already been transferred to the said Fund.

d. Members who have not encashed their dividend warrants for the year ended March 31, 2013 or any subsequent year(s) are requested to lodge their claims with the RTA at the earliest.

Details of dividend declared for the previous years are given below :

Financial year	Date of Declaration	Face Value of Shares (₹)	Dividend per share (₹)	Due Date of the proposed transfer to the Investor Education and Protection Fund
2012-13	27/09/2013	10	0.50	31/10/2020
2013-14	29/09/2014	10	1.00	02/11/2021
2014-15	23/09/2015	2	0.20	26/10/2022
2015-16	16/03/2016	2	0.20	19/04/2023
2016-17	27/09/2017	2	0.30	31/10/2024
2017-18	27/09/2018	2	0.30	30/10/2025
2018-19	25/09/2019	2	0.30	02/11/2026
2019-20	04/03/2020	2	0.30	09/04/2027

Members who have not encashed the Dividend Warrants for the above years are requested to return the time barred dividend warrants for revalidation / issue of Demand Drafts or forward their claims to the Company.

Shareholders who have not so far claimed their dividend for the subsequent financial years are also advised to claim it from the Company or Sharex Dynamic (India) Pvt Ltd., Mumbai.

19. Members are requested to:

- intimate to the Company's RTA, changes, if any, in their registered addresses at an early date, in case of shares held in physical form;
- intimate to the respective DP, changes, if any, in their registered addresses/email ID or bank mandates to their DP with whom they are maintaining their demat accounts;
- quote their Folio Numbers/Client ID/DP ID and contact details in all correspondence; and
- consolidate their holdings into one Folio in case they hold shares under multiple Folios in the identical order of names.

II. Instructions for attending the AGM and Electronic Voting :

A. General Instructions :

- Pursuant to Section 108 of the Act, read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI Listing Regulations, as amended from time to time, the Company is pleased to provide its Members the facility of remote e-voting to exercise their right to vote at the 45th AGM. Link Intime

- (I) Pvt Ltd (LIPL) will be providing facility for voting through remote e-voting, for participation in the AGM through VC/OAVM facility and e-voting during the AGM.
2. The cut-off date for the purpose of determining the Members eligible for participation in remote e-voting (e-voting from a place other than venue of the AGM) and voting at the AGM through e-voting system is 23rd September, 2020 ('Cut-off Date').
 3. Any person, who acquires shares of the Company and becomes a Member of the Company after dispatch of the Notice, holds shares as on Cut-off Date, may obtain the login ID and password by sending a request at enotices@linkintime.co.in with a copy marked to the Company on legal@amines.com. However, if the Member is already registered with LIPL for remote e-voting, then he/she/it can use his/her/its existing User ID and password for casting the vote. Only a Member who is entitled to vote shall exercise his/her/its vote through e-voting and any recipient of this Notice who has no voting rights as on Cut-off Date should treat the same as intimation only.
 4. Corporate Members are required to scan and send a certified true copy of the Board Resolution, pursuant to Section 113 of the Act, authorizing their representatives to attend and vote on their behalf at the Meeting. The said Resolution/Authorization shall be sent to the Scrutinizer by e-mail through their registered e-mail address to pcs.skm@gmail.com with a copy marked to the Company at legal@amines.com and Registrar and Share Transfer Agent at support@sharexindia.com.
 5. The Board of Directors appointed Ms. Suman Makhija (FCS No. 9925 CP No. 13322) of SK Makhija & Associates, Company Secretaries as the Scrutinizer (hereinafter referred to as 'the Scrutinizer') to scrutinize the remote e-voting and the voting process at the AGM in a fair and transparent manner.
 6. The Scrutinizer shall after the conclusion of voting at the AGM, unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than forty eight hours of the conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour/against, if any, to the Chairperson or a person authorized in writing, who shall countersign the same and declare the result of the voting forthwith.
 7. The Results declared along with the Report of the Scrutinizer shall be placed on the website of the Company www.amines.com and on the LIPL website <https://instavote.linkintime.co.in> and shall also be forwarded to BSE Limited (BSE).

B. Process and Manner for Attending the 45th AGM through InstaMeet :

For a smooth experience of AGM proceedings, shareholders who are registered for the event are requested to download and install the Webex application in advance on the device that you would be using to attend the meeting by clicking on the link <https://www.webex.com/downloads.html/>. Shareholders also have an option to click on the URL provided to attend the meeting. Please read the instructions carefully and participate in the meeting. For any support, shareholders may also call the RTA on the dedicated number provided in the instructions.

1. Open the internet browser and launch the URL for InstaMeet <<https://instameet.linkintime.co.in>> Select the "Company" and 'Event Date' and register with your following details :-
 - i. Demat Account No. or Folio No.: Enter your 16 digit Demat Account No. or Folio No
 - Shareholders/ members holding shares in CDSL demat account shall provide 16 Digit Beneficiary ID
 - Shareholders/ members holding shares in NSDL demat account shall provide 8 Character DP ID followed by 8 Digit Client ID
 - Shareholders/ members holding shares in physical form shall provide Folio Number registered with the Company
 - ii. PAN: Enter your 10-digit Permanent Account Number (PAN) (Members who have not updated their PAN with the Depository Participant (DP) / Company shall use the sequence number provided to you, if applicable.
 - iii. Mobile No.: Enter your mobile number.
 - iv. Email ID: Enter your email id, as recorded with your DP/Company.