

# **CHEMO PHARMA LABORATORIES LIMITED**

**76<sup>TH</sup> ANNUAL REPORT  
2017-2018**

**BOARD OF DIRECTORS**

SHRI. ASHOK SOMANI  
SMT. SHANTA SOMANI  
SHRI. BALKISHAN LOHIA  
SHRI. PRAKASH CHAND JAIN  
SHRI. GHANSHYAM K. JOSHI  
(Resigned from the Directorship w.e.f. 24/01/2018)  
SHRI. TOBY ANTONY  
(Appointed as an Additional Director w.e.f. 24/01/2018)  
SHRI. SHREENIWAS SOMANI  
(Appointed as an Additional Director w.e.f. 05/03/2018)

**COMPANY SECRETARY  
& COMPLIANCE OFFICER**

SMT. NEHA VORA

**CHIEF EXECUTIVE OFFICER**

SHRI. SHREENIWAS SOMANI

**CHIEF FINANCIAL OFFICER**

SHRI. ASHOK SOMANI

**BANKERS**

KOTAK MAHINDRA BANK, MUMBAI  
AXIS BANK LTD., MUMBAI  
&  
STATE BANK OF INDIA, MUMBAI

**STATUTORY AUDITORS**

**M/S. VMD & CO.,**  
CHARTERED ACCOUNTANTS, MUMBAI

**INTERNAL AUDITORS**

**M/S. SARDA SONI & ASSOCIATES LLP,**  
CHARTERED ACCOUNTANTS, MUMBAI

**SECRETARIAL AUDITOR**

**SACHIN SHARMA & COMPANY**  
PRACTICING COMPANY SECRETERIES

**REGISTERED OFFICE**

5, KUMUD APARTMENT CHS. LTD.,  
KARNIK ROAD, CHIKAN GHAR,  
KALYAN, DIST. THANE - 421301,

**CORPORATE OFFICE**

EMPIRE HOUSE, 3<sup>RD</sup> FLOOR,  
214, DR. D. N. ROAD,  
FORT, MUMBAI - 400001

**REGISTRAR AND  
SHARE TRANSFER AGENT**

**SHAREX DYNAMIC (INDIA) PRIVATE LIMITED**  
LUTHRA IND PREMISES, UNIT-1,  
SAFEED POOL, ANDHERI-KURLA ROAD,  
ANDHERI (EAST), MUMBAI - 400072  
TEL. NO.: (022) 28515606 / 44  
FAX NO.: (022) 28512885  
E-MAIL ID : [sharexindia@vsnl.com](mailto:sharexindia@vsnl.com)

**CHEMO PHARMA LABORATORIES LIMITED**

**Registered Office: 5-Kumud Apartment Co. Op. Hsg. Soc. Ltd., Karnik Road,  
Chikan Ghar, Kalyan, Dist. Thane- 421301**

**Tel No. - (022) 22078381/22078382**

**CIN No.-L99999MH1942PLC003556**

**Website: [www.thechemopharmalaboratoriesltd.com](http://www.thechemopharmalaboratoriesltd.com)**

**Email Id: [chemopharmalab@gmail.com](mailto:chemopharmalab@gmail.com)**

**NOTICE CONVENING ANNUAL GENERAL MEETING**

**NOTICE** is hereby given that the **SEVENTY SIXTH ANNUAL GENERAL MEETING** of the Shareholders of **CHEMO PHARMA LABORATORIES LIMITED** will be held at the Registered office of Company at 5-Kumud CHS Ltd., Karnik Road, Chikan Ghar, Kalyan, Dist. Thane - 421301 on **Wednesday, 29<sup>th</sup> August, 2018 at 04:00P.M.** to transact the following business:

**ORDINARY BUSINESS**

1. To consider and adopt the Audited Financial Statements of the Company for the Financial Year ended 31<sup>st</sup> March, 2018 and the Report of Board of Directors and Auditors thereon.
2. To appoint a Director in place of Smt. Shanta Somani (DIN - 06974887), who retires by rotation and being eligible for re-appointment.
3. To Ratify Appointment of Statutory Auditors and fix their remuneration and in this regard to consider and if thought for, to pass with or without modification (s) the following resolution as an Ordinary Resolution -

"RESOLVED THAT pursuant to the provisions of Sections 139, 142 and other applicable provisions, if any, of the Companies Act, 2013 (the Act) and The Companies (Audit and Auditors) Rules, 2014, (the Rules), (including any statutory modification(s) or re-enactment(s) thereof for the time being in force), the re-appointment of M/s. VMD & Co., Chartered Accountants (Reg. No. - 125002W) who were appointed as Statutory Auditors of the Company for a period of five years in the Seventy Fourth Annual General Meeting held on 30<sup>th</sup> August, 2016, be and is hereby ratified and the Board of Directors of the Company be and is hereby authorized to fix their remuneration as may be agreed with the auditors in addition to applicable taxes and re-imbursement of out of pocket expenses incurred by the Statutory Auditors in connection with audit of accounts of the Company."

**SPECIAL BUSINESS****4. REGULARISATION OF SHRI. TOBY ANTONY AS A DIRECTOR**

To pass with or without modification(s) the following resolution as an Ordinary Resolution:

To regularise Shri. Toby Antony (DIN - 06982568), as Director of the Company -

"RESOLVED THAT pursuant to the provision of Section 149 (1) and 152 and other applicable provisions of the Companies Act, 2013 (the Act) read with The Companies (Appointment and Qualification of Directors) Rules, 2014 (the Rules), including any Statutory Modification (s) or re-enactment (s) thereof for the time being in force, Shri. Toby Antony (DIN - 06982568), who was appointed as an Additional Director of the Company by the Board of Directors, with effect from 24<sup>th</sup> January, 2018, pursuant to the Section 161 of the Companies Act, 2013 and who holds office of Directorship up to the date of this Annual General Meeting, who being eligible, offers himself for appointment and in respect of whom the Company has received a notice along with requisite deposit, proposing his candidature for the office of the Director, from the Member of the Company under Section 160 of the Companies Act, 2013, be and is hereby appointed as a Director of the Company."

RESOLVED FURTHER THAT any one of the Board of Directors of the Company be and is hereby authorised to file E-Form DIR-12 with the Registrar of Companies (ROC) and to do all such acts, deeds and things as may be necessary in this regards."

**5. REGULARISATION OF SHRI. SHREENIWAS SOMANIAS DIRECTOR OF THE COMPANY**

To pass with or without modification(s) the following resolution as an Ordinary Resolution:

To regularise Shri. Shreeniwas Somani (DIN - 00077939), as Director of the Company -

"RESOLVED THAT pursuant to the provision of Section 149 (1) and 152 and other applicable provisions of the Companies Act, 2013 (the Act) read with The Companies (Appointment and Qualification of Directors) Rules, 2014 (the Rules), including any Statutory Modification (s) or re-enactment (s) thereof for the time being in force, Shri. Shreeniwas Somani (DIN - 00077939), who was appointed as an Additional Director of the Company by the Board of Directors, with effect from 5<sup>th</sup> March, 2018, pursuant to the Section 161 of the Companies Act, 2013 and who holds office of Directorship up to the date of this Annual General Meeting, who being eligible, offers himself for appointment and in respect of whom the Company has received a notice along with requisite deposit, proposing his candidature for the office of the Director, from the Member of the Company under Section 160 of the Companies Act, 2013 be and is hereby appointed as a Director of the Company in the Category of Executive Director."

RESOLVED FURTHER THAT any one of the Board of Directors of the Company be and is hereby authorised to file E-Form DIR-12 with the Registrar of Companies (ROC) and to do all such acts, deeds and things as may be necessary in this regards."

**6. APPOINTMENT OF SHRI. TOBY ANTONY AS A NON-EXECUTIVE INDEPENDENT DIRECTOR FOR A TERM OF FIVE CONSECUTIVE YEARS**

To pass with or without modification(s) the following resolution as an Ordinary Resolution:

"RESOLVED THAT pursuant to the provisions of Section 149 and 152 read with Schedule IV and any other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Shri. Toby Antony (DIN-06982568) be and is hereby appointed as Non-Executive Independent Director for a term of Five Consecutive years with effect from 24<sup>th</sup> January, 2018.

RESOLVED FURTHER THAT any one of the Board of Directors of the Company be and is hereby authorised to file E-Form DIR-12 with the Registrar of Companies (ROC) and to do all such acts, deeds and things as may be necessary in this regards."

**7. APPOINTMENT OF SHRI. SHREENIWAS SOMANI AS AN EXECUTIVE DIRECTOR FOR A TERM OF THREE YEARS**

To pass with or without modification(s) the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to the provisions of Section 196, 197, 198 and 203 read with Schedule V and any other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Shri. Shreeniwas Somani (DIN-00077939) be and is hereby appointed as an Executive Director for a period of three years with effect from 5<sup>th</sup> March, 2018 without any remuneration, provided however that he will be entitled to reimbursement of any expenses incurred for the business of the Company.

RESOLVED FURTHER THAT any one of the Board of Directors of the Company be and is hereby authorised to file E-Form DIR-12 with the Registrar of Companies (ROC) and to do all such acts, deeds and things as may be necessary in this regards."

**NOTES:**

1. Relevant documents referred to in the accompanying Notice are open for inspection by the Members at the Company's Registered Office on all working days of the Company, during business hours up to the date of the Meeting.

2. In respect of Resolutions bearing item No. 2, 4 and 5, a Statement giving additional information on the Directors seeking appointment / re-appointment is annexed herewith as required as under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.
3. The Relative Explanatory Statements, pursuant to Section 102 of the Companies Act, 2013, in respect of the business under Item Nos. 4 and 5, 6, 7 of the accompanying Notice are annexed hereto.
4. 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 and the proxy need not be a Member of the Company. The instrument appointing the proxy should, however, be deposited at the registered office of the Company not less than 48 hours before the commencement of the Meeting i.e. on 27/08/2018 by 04:00 P.M.
5. A person can act as a proxy on behalf of Members not exceeding fifty in number and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A Member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.
6. Corporate Members intending to send their authorised representatives to attend the Meeting pursuant to Section 113 of the Companies Act, 2013, are requested to send to the Company, a certified copy of the relevant Board Resolution together with their respective specimen signature authorizing their representative to attend and vote on their behalf at the Meeting.
7. Members are requested to bring their attendance slips duly completed and signed mentioning therein details of their DP ID and Client ID/ Folio No..
8. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote at the Meeting.
9. The Company has notified closure of Register of Members and Share Transfer Books from 24<sup>th</sup> August, 2018 to 29<sup>th</sup> August, 2018 (both days inclusive).
10. Members holding shares in electronic form are requested to intimate immediately any change in their address or to their Depository Participants with whom they are maintaining their DEMAT Accounts. Members holding shares in physical form are requested to advise any change in their address or bank mandates immediately to the Company / Sharex Dynamic (India) Private Limited.
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 are, therefore, requested to submit their PAN to their Depository Participants with whom they are maintaining their DEMAT Accounts. Members holding shares in physical form can submit their PAN to the Company / Sharex Dynamic (India) Private Limited.
12. Members who hold shares in physical form in multiple folios in identical names or joint holding in the same order of names are requested to send the share certificates to Sharex Dynamic (India) Private Limited for consolidation into a single folio.
13. Members who have not registered their e-mail addresses so far are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically.
14. Members holding shares in their single name are advised to make a nomination in respect of their shareholding in the Company. The Nomination Form can be down from the Company's Website - [www.thechemopharmalaboratoriesltd.com](http://www.thechemopharmalaboratoriesltd.com) by accessing the icon of Companies Act, 2013 Compliance. Members holding shares in physical form should file their Nomination Form with the Company whilst the Members holding shares in dematerialized form should file their Nomination Form with their DP.
15. A Route Map showing directions to reach the venue of the 76<sup>th</sup> Annual General Meeting is given at the end of the notice as per the requirement prescribed in Secretarial Standards - 2 which is based on standard pertaining to General Meeting.

**GENERAL INFORMATION**

1. In Compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of The Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) as amended from time to time, the Company is pleased to offer Remote E-Voting Facilities to its members in respect of the business to be transacted at the 76<sup>th</sup> Annual General Meeting. The Company has engaged the services of Central Depository Services Limited (CDSL) as authorized agency to provide Remote E-Voting Facility. Resolutions passed by the Members through Remote E-Voting or Ballot Form are deemed to have been passed as if they have been passed at the Annual General Meeting (AGM).
2. The Members who have cast their votes by Remote E-Voting or by Ballot Form prior to the AGM may also attend the meeting but they shall not be entitled to cast their vote again.
3. The Remote E-Voting Period will commence on Sunday, 26<sup>th</sup> August, 2018 at 09:00 A.M. and will end on Tuesday, 28<sup>th</sup> August, 2018 at 05:00 P.M. During this period, Members of the Company holding shares either in physical form or in dematerialized form, as on cut-off date i.e. Wednesday, 22<sup>nd</sup> August, 2018, may cast their vote by Remote E-Voting. The Remote E-Voting module will be disabled by CDSL for the voting thereafter.

The voting rights of Members shall be in proportion of the paid up equity share capital of the Company as on the cut-off date i.e. Wednesday, 22<sup>nd</sup> August, 2018

Only those Members whose names are recorded in the Register of Members of the Company as on the cut-off date shall be entitled to vote. If a person was a Member on the date of the Book Closure date as aforesaid but has ceased to be a Member on the cut-off date, he/she shall not be entitled to vote. Such person should treat this notice for information purpose only.

4. Dr. Shubh Karan Jain, Practicing Company Secretary (Proprietor of S. K. Jain & Co.), has been appointed as the Scrutinizer for overseeing the voting and Remote-E-voting in a fair and transparent manner.
5. The Scrutinizer shall submit his report to the Chairman. The results declared along with the report of the Scrutinizer shall be placed on the website of the Company i.e. [www.thechemopharmalaboratoriesltd.com](http://www.thechemopharmalaboratoriesltd.com) and on the website of CDSL i.e. <https://www.evotingindia.com> after the declaration of result by the Chairman or a person authorized by him in his behalf. The Results shall be uploaded on the BSE Listing Portal.
6. Subject to receipt of requisite number of votes, the Resolutions shall be deemed to be passed on the date of Annual General Meeting i.e. Wednesday, 29<sup>th</sup> August, 2018.

**PROCESS FOR MEMBERS OPTING FOR REMOTE E-VOTING**

In Compliance with provisions of Amendment Rules, 2015 and Regulation 44(1) of SEBI (Listing Obligations And Disclosure Requirements) Regulations, 2015, the Company will be providing Members facility to exercise their right to vote on resolutions proposed to be considered at the ensuing Annual General Meeting (AGM) by electronic means and the business may be transacted through Remote E-Voting Services. The facility of casting the votes by the Members using an electronic voting system from a place other than venue of the AGM ("Remote E-Voting") will be provided by Central Depository Services Limited (CDSL). The detailed procedure to be followed in this regard has been given in Annexure A to the notice. The Members are requested to go through them carefully.

**BY ORDER OF THE BOARD OF DIRECTORS  
FOR CHEMO PHARMA LABORATORIES LIMITED**

**Place: Mumbai  
Date : 25<sup>th</sup> May, 2018**

**Sd/-  
ASHOK SOMANI  
DIRECTOR & CFO  
(DIN - 03063364)**

**ANNEXURE TO THE ITEM NO. 2.4.5 OF NOTICE****DETAILS OF DIRECTORS SEEKING RE-APPOINTMENT / APPOINTMENT AT THE FORTHCOMING ANNUAL GENERAL MEETING IN PURSUANCE OF SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015**

Sr. No.	1	2	3
<b>Name of the Director</b>	<b>Smt. Shanta Somani</b>	<b>Shri. Toby Antony</b>	<b>Shri. Shreeniwas Somani</b>
<b>Director Identification Number</b>	06974877	06982568	00077939
<b>Date of Birth</b>	04-01-1939	06-05-1957	19-01-1936
<b>Nationality</b>	Indian	Indian	Indian
<b>Date of Appointment on Board</b>	26-09-2014	24-01-2018	05-03-2018
<b>Shareholding in the Company</b>	Nil	Nil	48785(3.25%)
<b>List of Directorships held in other Companies(excluding foreign, private, and Section 8 Company)</b>	Nil	1. Tecil Chemicals and Hydro Power Limited	1. Citric India Limited
<b>Memberships/Chairmanships of Audit Committee Stakeholders Relationship Committee</b>	Nil	Nil	Nil

**EXPLANTORY STATEMENT UNDER SECTION 102 OF THE COMPANIES ACT, 2013****ITEM NO. 4 & 6**

The Board of Directors of the Company on the recommendation of the Nomination and Remuneration Committee appointed Shri. Toby Antony (DIN - 06982568) as an Additional Director of the Company, pursuant to the Section 149 (1), 152 and 161 of the Companies Act, 2013 read with Rule 3 of The Companies (Appointment and Qualification of Directors) Rules, 2014 of the Companies Act, 2013 and the Articles of Association of the Company, with effect from 24<sup>th</sup> January, 2018.

In terms of provisions of Section 161(1) of the Companies Act, 2013, Shri. Toby Antony (DIN - 06982568) holds office up to the date of ensuing Annual General Meeting.

A Company has received a notice dated 24<sup>th</sup> May, 2018 in writing under Section 160 of the Companies Act, 2013 along with requisite deposit from a Member proposing the candidature of Shri. Toby Antony (DIN - 06982568) for the Office of Director of the Company.

Shri. Toby Antony (DIN - 06982568) is not disqualified from being appointed as a Director in terms of Section 164 of the Companies Act, 2013 and has given his consent to act as a Director.

Brief resume of Shri. Toby Antony (DIN - 06982568) is given in Board Report forming part of the Annual Report to the Company.

The Board of Directors in its meeting held on 24<sup>th</sup> January, 2018 had appointed Shri. Toby Antony (DIN-06982568) as an Additional Director of the Company designated as Non-Executive Independent Director. Shri. Toby Antony is being proposed to be appointed as Non-Executive Independent Director for a term of five consecutive years with effect from 24<sup>th</sup> January, 2018. Necessary resolutions for his appointment as a Non-Executive Independent Director is set out in Item No. 6 of the Notice.

Except Shri. Toby Antony (DIN - 06982568) and his relatives, no other Director and Key Managerial Personnel is concerned or interested or deemed to be concerned or interested in the proposed



Resolution. Shri. Toby Antony (DIN - 06982568) is not holding any share in Chemo Pharma Laboratories Limited (the "Company").

The Board of Directors recommends the passing of proposed Resolution.

#### **ITEM NO. 5 & 7**

The Board of Directors of the Company on the recommendation of the Nomination and Remuneration Committee appointed Shri. Shreeniwas Somani (DIN - 00077939) as an Additional Director of the Company, pursuant to the Section 149 (1), 152 and 161 of the Companies Act, 2013 read with Rule 3 of The Companies (Appointment and Qualification of Directors) Rules, 2014 of the Companies Act 2013 and the Articles of Association of the Company, with effect from 5<sup>th</sup> March, 2018.

In terms of provisions of Section 161(1) of the Companies Act, 2013, Shri. Shreeniwas Somani (DIN - 00077939) holds office up to the date of ensuing Annual General Meeting.

A Company has received a notice dated 24<sup>th</sup> May, 2018 in writing under Section 160 of the Companies Act, 2013 along with requisite deposit from a Member proposing the candidature of Shri. Shreeniwas Somani (DIN - 00077939) for the Office of Director of the Company.

Shri. Shreeniwas Somani (DIN - 00077939) is not disqualified from being appointed as a Director in terms of Section 164 of the Companies Act, 2013 and has given his consent to act as a Director.

Brief resume of Shri. Shreeniwas Somani (DIN - 00077939) is given in Board Report forming part of the Annual Report to the Company.

The Board of Directors in its meeting held on 5<sup>th</sup> March, 2018 had appointed Shri. Shreeniwas Somani as an Executive Director for a period of three years with effect from 5<sup>th</sup> March, 2018, subject to the approval of members of the Company. Necessary resolutions seeking approval of the members of the Company for appointment of Shri. Shreeniwas Somani as Executive Directors is set out at item no. 7 of the Notice. Shri. Shreeniwas Somani will not draw any remuneration as a Executive Director. However, he will be entitled to re-imbursement of any expenses incurred by him for the business of the Company.

Except Smt. Shanta Somani and relatives of Shri. Shreeniwas Somani, no other Director and Key Managerial Personnel is concerned or interested or deemed to be concerned or interested in the proposed Resolution. Shri. Shreeniwas Somani (DIN - 00077939) is holding 48781 (3.25%) Equity Shares in Chemo Pharma Laboratories Limited.

The Board of Directors recommends the passing of proposed Resolution.

**BY ORDER OF THE BOARD OF DIRECTORS  
FOR CHEMO PHARMA LABORATORIES LIMITED**

**Place: Mumbai  
Date : 25<sup>th</sup> May, 2018**

**Sd/-  
ASHOK SOMANI  
DIRECTOR & CFO  
(DIN - 03063364)**



**ANNEXURE A TO THE NOTICE****INSTRUCTIONS FOR VOTING THROUGH ELECTRONIC MEANS**

- (i) The Remote E-Voting period begins on Sunday, 26<sup>th</sup> August, 2018 at 09:00 A.M. and will end on Tuesday, 28<sup>th</sup> August, 2018 at 05:00 P.M. During this period, Shareholders of the Company, holding shares either in physical form or in Dematerialized Form, as on the cut-off date (record date) i.e. Wednesday, 22<sup>nd</sup> August, 2018, may cast their vote electronically. The Remote E-Voting module shall be disabled by CDSL for voting thereafter.
- (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:

For Members holding shares in DEMAT Form and Physical Form	
<b>PAN</b>	<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>
<b>DOB</b>	<p>Enter the Date of Birth as recorded in your DEMAT Account or in the Company records for the said DEMAT Account or folio in dd/mm/yyyy format.</p>
<b>Dividend Bank Details</b>	<p>Enter the Dividend Bank Details as recorded in your DEMAT account or in the Company records for the said DEMAT account or folio.</p> <ul style="list-style-type: none"> <li>Please enter the DOB or Dividend Bank Details in order to login. If 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>

- (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, provided that Company opts for Remote 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.

- (x) For Members holding shares in physical form, the details can be used only for Remote E-Voting on the resolutions contained in this Notice.
- (xi) Click on the EVSN for the relevant **CHEMO PHARMA LABORATORIES LIMITED** on which you choose to vote.
- (xii) 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.
- (xiii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xiv) 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.
- (xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
- (xvii) If DEMAT account holder has forgotten the same password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xviii) Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- (xix) Note for Non - Individual Shareholders and Custodians
- Non-Individual Shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves as Corporates.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - 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.
  - The list of accounts should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favor of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (xix) In case you have any queries or issues regarding Remote E-Voting, you may refer the Frequently Asked Questions ("FAQs") and Remote E-Voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

FOR CHEMO PHARMA LABORATORIES LIMITED

Place: Mumbai  
Date : 25<sup>th</sup> May, 2018

Sd/-  
ASHOK SOMANI  
DIRECTOR & CFO  
(DIN - 03063364)