

## NOTICE

**NOTICE** is hereby given that Twenty-Ninth (29th) Annual General Meeting of the members of the Gujarat Intrux Limited will be held on **20th September, 2021 Monday at 11:00 AM** through Video Conferencing ("VC")/ Other Audio Visual Means ("OVAM"), to transact the following business:

#### **ORDINARY BUSINESS:**

- 1. To receive, consider, approve and adopt the Audited Financial Statements of the Company for the financial year ended on 31<sup>st</sup>March, 2021 and the report of Board of Directors and Auditor's there on.
- 2. To declare final dividend on Equity Shares of the Company for the financial year 2020-21.
- 3. To appoint a Director in place of Mr. Dilipbhai Muljibhai Dudhagara (DIN-00422189), who retires by rotation and being eligible, offers himself for re-appointment.
- 4. To appoint a Director in place of Mr. Madhubhai Sambhubhai Patoliya (DIN-00187119), who retires by rotation and being eligible, offers himself for re-appointment.

#### NOTES:

- 1. Annual general meeting provides an opportunity to shareholders to interact with the company with the aid of board, auditors and senior management of the Company. Considering the present Covid-19 pandemic, the Ministry of Corporate Affairs has vide its circular dated January 13, 2021, May 5, 2020 r.w.t. circulars dated April 13, 2020 and April 8, 2020 permitted convening the Annual General Meeting ("AGM/Meeting") through Video Conferencing ("VC") or Other Audio Visual Means ("OVAM"), without the physical presence of the members at a common venue. The SEBI has also permitted companies to convene AGM through VC/OAVM. Accordingly, In compliance with the provisions of the Companies Act, 2013 ("Act"), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") and MCA Circulars, Board of Directors of the Company has decided to convene an Annual General Meeting through VC/OAVM. The deemed venue for the AGM shall be the Registered Office of the Company even if meeting will be held through VC/OAVM.
- 2. Generally, a member entitled to attend and vote at the General 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. Since this AGM is being held through VC/OVAM pursuant to the MCA Circulars, physical attendance of 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 AND ATTENDANCE SLIP ARE NOT ANNEXED HERETO.
- 3. Members attending the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
- 4. Corporate members are required to send a scanned certified copy of board resolution or authorization given by respective board or governing body by which representative members get rights to attend the AGM through VC/OVAM on behalf of respective corporate members and to vote through remote e-voting to the Company at investor@gujaratintrux.com with a copy marked to Scrutinizer at rachhkalpesh@gmail.com
- 5. Brief profile of director to be appointed/re-appointed is attached as **Annexure 01** of the Board's Report.
- 6. Since the AGM will be held through VC/OVAM, the route map of the venue of the meeting is not annexed hereto.
- 7. The register of member and Share Transfer Book of the Company will remain closed from 11<sup>th</sup> September, 2021, Saturday to 20<sup>th</sup> September, 2021, Monday (Both days inclusive) in connection with Annual General Meeting and for the purpose of Dividend record date is 10<sup>th</sup> September, 2021, Friday if declared at the meeting.
- 8. In case of joint holders attending the AGM, 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.
- 9. In terms of the provisions of Section 124 of the Companies Act, 2013, the amount of dividend not enchased or claimed within 7(seven) years after the date of transfer to the unpaid dividend account, will be transferred to Investor Education and Protection Fund established by the government accordingly.
- 10. Members who have neither received nor enchased their earlier dividends/dividend warrants(s) are requested to write to the Company or Company's Register and Share Transfer Agent LINK INTIME INDIA PRIVATE LIMITED, 506-508, Amarnath Business Center-1 (ABC-1), Besides Gala Business center, Near ST. Xavier's College Corner, Off C.G.road, Ellisbridge, Ahmedabad-380006. Ph : 079-26465179 mentioning the relevant Folio number and DPID and Client ID, for issuance of duplicate/revalidated dividend warrant.



- 11. In terms of circular issued by the Securities and Exchange Board of India, it is now mandatory to furnish a copy of Pan Card to the Company or its RTA in the following cases viz. transfer of shares, deletion of name, and transmission of share and transposition of shares. Shareholders are requested to furnish the copy of Pan Card for all above mentioned transactions.
- 12. In terms of the Regulation 40(1) of the Securities and Exchange Board of India (LODR) Regulations, 2015, as amended, except in case of transmission and transposition, requests for effecting transfer of securities of listed companies shall not be processed unless the securities are held in demateralised form with a Depositor. In view of the above holding shares in physical form are requested to convert their holding in to demateralised form.
- 13. As per the Provisions of Section 72 of the Act, the facility for making nomination is available for the members in respect of the shares held by them. Members who have not yet registered their nomination are requested to register the same by submitting Form No. SH-13. Members are requested to submit the said details to their depository participants in case the shares are held by them in electronic form and to LINK INTIME INDIA PRIVATE LIMITED in case the shares are held by them in physical form.
- 14. Members seeking any information with regard to the accounts or any matter to be placed at the AGM, are requested to write to the Company at least 10 days in advance of the AGM i.e. by 10<sup>th</sup> September, 2021, Friday through email on investor@gujaratintrux.com or write us at the Company's Registered address. The same will be replied by the Company suitably.
- 15. In terms of provision of Section 107 of the Companies Act, 2013. Since the resolutions as set out in notice are conducted through e-voting, the said resolutions will not be approved by show of hand at the AGM.
- 16. A Final Dividend of Rs. 3/- per equity share has been recommended by the Board of Directors for the Financial Year 2020-21, subject to approval of members at the ensuing Annual General Meeting of the Company.
- 17. Subject to approval of the Members at the AGM, the final dividend will be paid within time line prescribed by the act from the conclusion of the AGM, to the members whose names appear on the Company's Register of Members as on the Company's Register of Member as on the Record Date, and in respect of the shares held in dematerialized mode, to the Members whose names are furnished by NSDL/CDSL as beneficial owners on that date.
  - A. Payment of final dividend shall be made through electronic mode to the shareholders who have updated their bank account details. If in case Company not able to pay final dividend electronically due to non-availability of bank details then Company shall dispatch the final dividend warrant/demand drafts to the shareholders through postal/courier services. Moreover, due to Covid-19 pandemic, delivery of DDs/Warrants may be delayed as some of the states are having limited activities allowed and postman/courier agency will try to deliver with the best possible extent with due care. Shareholders are requested to register/update their complete bank details like Active bank account number, 9 Digit MICR, IFSC by sending/attaching photocopy of passbook along with cancel cheque leaf by mentioning folio number;
    - 1. With their Depository Participant(s) with whom they maintain their demat accounts if share are held in demateralised mode by submitting the requisite documents, and
    - 2. To LINK INTIME INDIA PRIVATE LIMITED, Registrar and Share Transfer Agent by submitting the requisite documents.
    - 3. Send email at investor@gujaratintrux.com.
  - B. In accordance with the provisions of the Income Tax Act, 1961 as amended by and read with the provisions of the Finance Act, 2020, dividend declared and paid by the Company shall be taxable in the hands of the shareholders w.e.f. April 01, 2020 and the Company is required to deduct tax at source (TDS) from dividend paid to the Shareholders at prescribed rates in the Income Tax Act, 1961 (the "IT Act").

In general, to enable compliance with TDS requirements, Members are requested to complete and/or update their Residential Status, PAN and Category as per the IT Act with their Depository Participants in case shares are held in Dematerialized form. In case shares are held in physical form, aforementioned details need to be updated with the RTA of the Company by quoting their name and folio number.

C. A Resident individual shareholder with PAN and who is not liable to pay income tax can submit a yearly declaration in Form No. 15G/15H provided all prescribed conditions are met, to avail the benefit of non-deduction of tax at source on the website of RTA at <a href="https://linkintime.co.in/formsreg/submission-of-form-15g-15h.html">https://linkintime.co.in/formsreg/submission-of-form-15g-15h.html</a>. latest by 11:59 p.m. IST, September 15, 2021. Shareholders are requested to note that in case their PAN is not registered, the tax will be deducted at a higher rate of 20%.



Further, resident shareholders to provide the self-attested copy of PAN. In case Lower or Nil withholding certificates has been obtained under Section 197 of the IT Act by the resident shareholder, the self-attested copy of such certificate shall be required to be uploaded on the website of RTA as referred above.

Resident shareholders being mutual funds to provide self-declaration that they are specified in Section 10(23D) of the IT Act, along with self-attested copy of PAN and registration certificate.

- D. Non-resident shareholders [other than FII (called as FPI)] can avail beneficial rates under tax treaty between India and their country of residence, subject to the following documents/declaration are provided:
  - a. Self-attested copy of Permanent Account Number (PAN), if allotted by the Indian Income Tax Authorities;
  - b. Self-attested Tax Residency Certificate (TRC) issued by the tax authorities of the country of which shareholder is a resident, evidencing and certifying shareholder's tax residency status during the Financial Year 2021-22;
  - c. Completed and duly signed Self-Declaration in Form 10F;
  - d. Self-declaration certifying on the following points:
    - i. The Non-resident Shareholder is and will continue to remain a tax resident of the country of its residence and does not hold dual residency in India during the Financial Year 2021-22;In case of non-resident partnership firm/trusts, the shareholders/partners/beneficiaries are subject to tax in the recipient's i.e. partnership firm/trust's country of residence;
    - ii. The Non-resident Shareholder is eligible to claim the beneficial DTAA rate for the purposes of tax with holding on dividend declared by the Company;
    - iii. The Non-resident shareholder meets there quirements under LOB clause of the respective tax treaty, if applicable;
    - iv. The Non-resident shareholder's claim for tax treaty benefits is not hit by the principal purpose test under the treaty read with the Multilateral Instrument, if applicable;
    - v. The Non-resident Shareholder has no reason to believe that its claim for the benefits of the DTAA is impaired in any manner;
    - vi. The Non-resident Company does not have place of effective management ('POEM') in India;
    - vii. The Non-resident shareholder is the beneficial owner of the dividend and the said nonresidentshareholder is under no legal or contractual obligation to pass on the dividend income to any other person;
    - viii. Confirm whether any declaration of beneficial ownership is filed under Companies Act in respect of the shares held by the non-resident shareholders in the Company;
    - ix. The Non-resident Shareholder does not have a taxable presence or a permanent establishment in India during the Financial Year 2020-21 and that their shareholding in the Company is not effectively connected to such permanent establishment;
  - di. In case of FII (now known as FPI) shareholders, kindly confirm that the investment in the Company has been made under FPI route;
  - dii. In case of non-resident shareholder being partnership firms/ trusts, list of partners/ beneficiaries/ their respective share of income in partnership firms/trusts and their residential status (if not stated in the TRC of partnership firms/ trusts).

The aforesaid documents / declarations should besubmitted on the website of RTA at <a href="https://linkintime.co.in/formsreg/submission-of-form-15g-15h.html">https://linkintime.co.in/formsreg/submission-of-form-15g-15h.html</a>. The aforesaid declarations and documents need to be submitted by the shareholders latest by 11:59 p.m. IST, September 15, 2021, Wednesday.

18. As per the MCA and SEBI Circulars, The Notice of Annual General Meeting with annual report of the year 2020-21 required to sent only through electronic mode to those members whose email addresses are registered with the Company/Depositories as on 13-08-2021. Members may note that the Notice and Annual Report of the year 2020-21 will also be available on the website of the Company at <a href="http://www.gujaratintrux.com/investors.php">http://www.gujaratintrux.com/investors.php</a> and on the website of stock exchange on which the securities of the company are listed i.e. <a href="http://www.bseindia.com">www.bseindia.com</a>.



#### VOTING THROUGH ELECTRONIC MEANS:

19. In compliance with the provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide members facility to exercise their right to vote at the 29th Annual General Meeting (AGM) by electronic means and the business may be transacted through e-voting service "INSTAVOTE" provided by LINK INTIME INDIA PRIVATE LIMITED:

The voting period begins on 16th September, 2021 Thursday at 10:00 AM and ends on 19th September, 2021 Sunday at 5:00 PM. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 13th September, 2021 Monday, may cast their vote electronically. The e-voting module shall be disabled by LINK INTIME for voting thereafter. Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting. The instructions for members for voting electronically are as under:

## REMOTE E-VOTING INSTRUCTIONS FOR SHAREHOLDERS POST CHANGE IN THE LOGIN MECHANISM FOR INDIVIDUAL SHAREHOLDERS HOLDING SECURITIES IN DEMAT MODE, PURSUANT TO SEBI CIRCULAR DATED DECEMBER 09, 2020:

Pursuant to SEBI circular dated December 09, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode can vote through their demat account maintained with Depositories and Depository Participants only post 9th June, 2021.

Shareholders are advised to update their mobile number and email Id in their demat accounts to access e-Voting facility. Login method for Individual shareholders holding securities in demat mode/physical mode is given below:

Type of sharehold	Login Method		
Individual Sharesholders holding securities in demat mode with NSDL	<ul> <li>If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsdl.com either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password.</li> </ul>		
	<ul> <li>After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> </ul>		
	<ul> <li>If the user is not registered for IDeAS e-Services, option to register is available at <u>https://eservices.nsdl.com</u>. Select "Register Online for IDeAS "Portal or click at<u>https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</u></li> </ul>		
	Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.com/</u> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.		



Type of sharehold	Login Method		
Individual Sharesholders holding securities in demat mode with CDSL	<ul> <li>Existing user of who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login or users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login or users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login or users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login or users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login or www.cdslindia.com</a> and click on New System Myeasi.</a></a></a></a></li> <li>After successful login of Easi / Easiest the user will be also able to see the E Voting</li> </ul>		
	Menu. The Menu will have links of e-Voting service provider i.e. NSDL, KARVY, LINKINTIME, CDSL. Click on e-Voting service provider name to cast your vote.		
	https://web.cdslindia.com/myeasi./Registration/EasiRegistration		
	<ul> <li>Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP where the E Voting is in progress.</li> </ul>		
Individual Sharesholders (holding securities in demat mode) & login through their depository participants	<ul> <li>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility.</li> <li>Once login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> </ul>		
Individual Shareholders holding securities in Physical mode & evoting service Provider is LINKINTIME.	<ol> <li>Open the internet browser and launch the URL: <u>https://instavote.linkintime.co.in</u> <ul> <li>Click on "Sign Up" under 'SHARE HOLDER' tab and register with your following details: -</li> <li>A. User ID: Shareholders/ members holding shares in physical form shall provide Event No + Folio Number registered with the Company.</li> <li>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.</li> <li>DOB/DOI: Enter the Date of Birth (DOB) / Date of Incorporation (DOI) (As recorded with your DP / Company - in DD/MM/YYYY format)</li> <li>Bank Account Number: Enter your Bank Account Number (last four digits), as recorded with your DP/Company. Shareholders/ members holding shares in physical form but have not recorded 'C' and 'D', shall provide their Folio number in 'D' above</li> <li>Set the password of your choice (The password should contain minimum 8 characters, at least one special Character (@!#\$&amp;*), at least one numeral, at least one alphabet and at least one capital letter).</li> <li>Click on 'Login' under 'SHARE HOLDER' tab.</li> </ul> </li> <li>Enter your User ID, Password and Image Verification (CAPTCHA) Code and click on 'Submit'.</li> <li>After successful login, you will be able to see the notification for e-voting. Select 'View' icon.</li> </ol>		



Type of sharehold	Login Method
	<ol> <li>E-voting page will appear.</li> <li>Refer the Resolution description and cast your vote by selecting your desired option         <ul> <li>'Favour / Against' (If you wish to view the entire Resolution details, click on the 'View Resolution' file link).</li> </ul> </li> <li>After selecting the desired option i.e. Favour / Against, click on 'Submit'. A confirmation box will be displayed. If you wish to confirm your vote, click on 'Yes', else to change your vote, click on 'No' and accordingly modify your vote.</li> </ol>

#### Institutional shareholders:

Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on the e-voting system of LIIPL at <u>https://instavote.linkintime.co.in</u> and register themselves as **'Custodian / Mutual Fund / Corporate Body'**. They are also required to upload a scanned certified true copy of the board resolution /authority letter/power of attorney etc. together with attested specimen signature of the duly authorised representative(s) in PDF format in the **'Custodian / Mutual Fund / Corporate Body'** login for the Scrutinizer to verify the same.

# Individual Shareholders holding securities in Physical mode & evoting service Provider is LINKINTIME, who have forgotten the password:

- > Click on 'Login' under 'SHARE HOLDER' tab and further Click 'forgot password?'
- > Enter User ID, select Mode and Enter Image Verification (CAPTCHA) Code and Click on 'Submit'.
- In case shareholders/ members is having valid email address, Password will be sent to his / her registered e-mail address.
- Shareholders/ members can set the password of his/her choice by providing the information about the particulars of the Security Question and Answer, PAN, DOB/DOI, Bank Account Number (last four digits) etc. as mentioned above.
- The password should contain minimum 8 characters, at least one special character (@!#\$&\*), at least one numeral, at least one alphabet and at least one capital letter.

#### Individual Shareholders holding securities in demat mode with NSDL/ CDSL who have forgotten the password:

- Shareholders/ members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned depository/ depository participants website.
  - It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
  - > For shareholders/ members holding shares in physical form, the details can be used only for voting on the resolutions contained in this Notice.
  - > During the voting period, shareholders/ members can login any number of time till they have voted on the resolution(s) for a particular "Event".

#### Helpdesk for Individual Shareholders holding securities in demat mode:

In case shareholders/ members holding securities in demat mode have any technical issues related to login through Depository i.e. NSDL/ CDSL, they may contact the respective helpdesk given below:

**Login type Helpdesk details** Individual Shareholders holding securities in demat mode with NSDL Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30 Individual Shareholders holding securities in demat mode with CDSL Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022-23058738 or 22-23058542-43.

#### Helpdesk for Individual Shareholders holding securities in physical mode/Institutional shareholders & evoting service Provider is LINKINTIME.

In case shareholders/members holding securities in physical mode/Institutional shareholders have any queries regarding evoting, they may refer the **Frequently Asked Questions ('FAQs')** and **InstaVote e-Voting manual** available at <u>https://instavote.linkintime.co.in</u>, under **Help** section or send an email to enotices@linkintime.co.in or contact on:-Tel: 022 49186000.



- Mr. Kalpesh P. Rachchh, Proprietor of M/s. K. P. Rachchh & Co., Practicing Company Secretary (Membership No. FCS 5156) (Address: 317 Krishna Con Arch -2, Tagore Road, Rajkot 360 002, Gujarat) has been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
- 21. The Scrutinizer shall within a period of not exceeding three (3) working days from the conclusion of the e-voting period unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and make a Scrutinizer's Report of the votes cast in favor or against, if any. The results declared along with the Scrutinizer's Report shall be placed on the website of the Company and on the website of LINK IN TIME INDIA PRIVATE LIMITED. The results shall simultaneously be communicated to the Stock Exchanges.
- 22. The recorded transcript of the forthcoming AGM on September 20, 2021, Monday shall be maintained by the Company and also be made available on the website of the Company at <a href="http://www.gujaratintrux.com/investors.php">http://www.gujaratintrux.com/investors.php</a> at the earliest soon after the conclusion of the Meeting.

#### • PROCESS AND MANNER FOR ATTENDING THE ANNUAL GENERAL MEETING THORUGH INSTAMEET:

- I. Open the internet browser and launch the URL: <u>https//instameet.linkintime.co.in</u>
  - Select the "Company" and the 'Event Date' and register with your following details:-
  - A. Deamt Account No. /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
     Digital Client ID

Shareholders/members holding **shares in physical form** shall provide folio number registered with the Company.

- B. **PAN:** Enter your 10-digit Permanent Account Number (PAN) (members who have not updated their PAN with Depository Participant (DP)/Company shall use the sequence number provided to you, if applicable.
- C. Mobile No.: Enter your mobile no
- D. Email ID: enter your email id, as recorded with your DP/Company.

Click "Go to Meeting" (You are now registered for InstaMeet and your attendance is marked for the meeting).

Please refer the instructions (annexure) for the software requirements and kindly install the same on the device which would be used to attend the meeting. Please read the instructions carefully and in the meeting. You may also call upon the InstaMeet support on the dedicated number provided to you in the instruction/InstaMeet website.

### Instructions for Shareholders/Members to Speak during the Annual General Meeting through InstaMeet:

- a) Shareholders who would like to speak during the meeting must register their request 7 days in advance with the company mentioning subject "Register as Speaker Shareholder" with necessary details like Full Name, Folio No./DPID/CLIENT ID, Mobile No, query if any etc. at the email id investor@gujaratintrux.com.
- b) Shareholders will get confirmation on first cum first basis depending upon the provision made by Company.
- c) Shareholders will receive "speaking serial number" once they mark attendance for the meeting.
- d) Other shareholder may ask questions to the panelist, via active chat-board during the meeting.
- e) Please remember speaking serial number and start your conversation with panelist by switching on video mode and audio of your voice. Shareholders are allowed to speak for limited time say for example 3 minute.
- f) It may not be possible to answer all the questions during the AGM, in that case, response to those unanswered questions may be given by way of mail after conclusion of the AGM.



Shareholders are requested to speak only when moderator of the meeting /management will announce the name and serial number for speaking.

Instructions for shareholders/members to Vote during the Annual General Meeting through InstaMeet:
 Once the electronic voting is activated by the scrutinizer/moderator during the meeting. Shareholders/members who have not exercised their vote through the remote e-voting can cast the vote as under:

- a) On the shareholder VC page, click on the link for e-voting "Cast your vote"
- b) Enter your 16 digit Demat Account No. / Folio No. and OTP (received on the registered mobile number/registered email Id) received during registration for InstaMeet and click on 'submit'.
- c) After successful login, you will see "Resolution Description' and against the same option "Favour/against" for voting.
- d) Cast your vote by selecting appropriate option i.e. Favour/against" as desired. Enter the number of shares (which represent no. of votes) as on the cut-off date under "Favour/against".
- e) After selecting appropriate option i.e. Favour/against as desired and you have decided to vote, click on "save". A confirmation box will be displayed. If you wish to confirm your vote, click on "confirm', else to change your vote, click on 'Back" and accordingly modify your vote.
- f) Once you confirm your vote on the resolution, you will not be allowed to modify or change your vote subsequently.

Note: Shareholders/Members, who will be present in the Annual General Meeting through InstaMeet 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 facility during the meeting. Shareholders/Members who have voted through remote e-voting prior to the Annual General Meeting will be eligible to attend/participate in the Annual General Meeting through InstaMeet. However, they will not be eligible to vote again during the meeting.

Shareholders/Members are encouraged to join the Meeting through Tablets/Laptops connected through broadband for better experience.

Shareholders/Members are required to use Internet with a good speed (preferably 2 MBPS downloaded stream) to avoid disturbance during the meeting.

Please note that Shareholders/members connecting from Mobile Devices or Tablets or through Laptops connecting via mobile hotspot may experience Audio/Visual loss due to fluctuation in their network. It is there for recommended to use stable Wi-Fi or LAN connection to mitigate any kind of aforesaid glitches.

In case shareholders/members have any queries regarding login/e-voting, they may send an email to instameet@linkintime.co.in or contact on: - Tel: 022-49186175 or at investor@gujaratintrux.com and Contact on : 02827-252851/52.

#### Guidelines to attend the AGM proceedings of Link Intime India Private Limited : InstaMeet

For a smooth experience of viewing the AGM proceedings, shareholders/members who are registered as speakers for the event are requested to download and install the Webex application in advance by following the instructions as under:

a) Please download and install the Webex application by clicking on the link https://www.webex.com/downloads.html/

OR

## **GUJARAT INTRUX LIMITED**



(b) If you do not want to download and install the Webex application, you may join the meeting by following process mentioned as under:

Step 1 Enter your First Name, Last Name and Email ID and click on Join Now.

1 (A) If you have already installed the Webex application on your device, join the meeting by clicking on Join Now

1(B) If Webex application is not installed, a new page will appear giving you an option to either Add Webex or Run as temporary application.

Click on Run as temporary application an exe file will be downloaded. Click on this exe file to run and join the meeting by clicking on Join Now.

- 23. In case of any query regarding the e-voting or access to AGM by VC/OAVM, Members may refer to instameet@linkintime.co.in or contact on: -Tel: 022-49186175.
- 24. In case a person has become a Member of the Company after dispatch of AGM Notice but on or before the cut-off date for E-voting, he/she requested to refer instameet instructions for login.

for and on behalf of the Board of **Gujarat Intrux Limited** 

Place : Shapar (Dist. Rajkot) Date : 29<sup>th</sup> July, 2021 Ramankumar D. Sabhaya (Chairman) DIN- 00569058



#### ANNEXURE 01

Brief profiles of directors seeking Appointment/Re-appointment in forthcoming Annual General Meeting.

Name of Director	Mr. Dilipbhai	Mr. Madhubhai
	Muliibhai	Sambhubhai
	Dudhagara	Patoliva
DIN	00422189	00187110
Designation	Non Executive Director	Non Executive Director
Appointment/ Re-appointment	Re-appointment	Re-appointment
Date of Birth	24-09-1961	02-02-1960
Date of Appointment	09-01-1992	08-01-1992
Qualification	B.E. (Metallurgy	B.Sc. (Chemistry)
	Engineer)	
Expertise in Specific functional area	Marketing	Production
Disclosure of Relationships between	Promoter	Promoter
Inter-se.		
List of public companies in which	INVAC CAST LTD.	INVAC CAST LTD.
Directorship held		
Chairmanship of the committees within	-	-
the Company		
Membership of the committees within the	-	1
Company (Audit/Stakeholder Relationship)		
Chairmanship of the committees in other	-	-
public Companies (Audit/Stakeholder Relationship)		
Membership of the committees in other	-	-
public Companies		
(Audit/Stakeholder Relationship)		
No. of shares held	171445	145130

Place :Shapar (Dist. Rajkot) Date : 29<sup>th</sup> July, 2021 for and on behalf of the Board of **Gujarat Intrux Limited** 

Ramankumar D. Sabhaya (Chairman) DIN- 00569058