

# 41<sup>ST</sup> ANNUAL REPORT 2021-2022



**GUJARAT THEMIS BIOSYN LIMITED**

## Message from

### Chairman:

Dear Stakeholders,

It gives me pleasure to address you all at the onset of the new fiscal year. To begin with, I would like to convey my gratitude to all our stakeholders, partners and employees for their continuous support in our journey. Our mission has always been to provide reliable, safe, and affordable products, thus helping people to live healthier lives.

The last financial year was also affected by COVID-19, especially during the initial months when the second wave of the pandemic hampered public health and industries. While markets have been recovering gradually since then, the importance and focus on healthcare has come to the forefront. Your Company continued to take necessary steps such that its activities were carried on without any major problems, while ensuring the safety of its employees.

The change in business model undertaken during the financial year 2019- 20 continued to benefit our performance in terms of top line and profit margins. During the year ended 31<sup>st</sup> March 2022, we reported Rs. 114.85 cr in revenue, a growth of 26.82% YoY, while EBITDA and PAT grew 43.93% and 44.55% YoY to Rs. 58.05 cr and Rs. 43.62 cr, respectively. Better access to the markets and improved operational efficiencies offset the impact of raw material prices and power costs, leading to healthier margins.

The past year also witnessed our strategic de-coupling with Yuhan Corporation. Yuhan had been our strategic partner since several years and it was a fruitful association. However, going forward, this de-coupling was seen as a mutually beneficial arrangement, enabling us to better draw our future growth plans.

While our product portfolio presently comprises of Rifamycin-O and Rifamycin-S, we are concentrating substantially in R&D and product development. I am happy to share that we have some new products under development that we expect to launch in the market in the future.. These would address new therapeutic areas in line with our motto to improve public health. Moreover, to capitalize on the anticipated growth opportunities, we are striving to expand our capacities in the short- medium-term future.

As per industry estimates, the Indian pharmaceutical market is forecast to grow three-fold over the next decade. With a competent leadership team, and a skilled and dedicated workforce, we are optimistic for the opportunities that the new fiscal is expected to bring, which would take your Company to new heights.

I would like to take this opportunity to thank each member of the GTBL family. I would also like to thank our Customers, Creditors, Banks, Financial Institutions and other Stakeholders. Their faith in us and their continued support makes it easier for us to perform well, excel and prosper.

Yours sincerely,  
Sd/-

**Dr. Dinesh S. Patel**  
Chairman

## CORPORATE INFORMATION

### Board Of Directors

**Dr. Dinesh S. Patel**  
Chairman (Non-Executive & Promoter)

**Dr. Sachin D. Patel**  
Director (Non-Executive & Promoter)

**Mr. Vijay Agarwal**  
Director (Non-Executive & Independent)

**Mrs. Preeti K. Trivedi**  
(Upto 2<sup>nd</sup> May, 2021)  
Director (Non-Executive & Independent)

**Mrs. Kirandeep Kaur Madan**  
(W.e.f. 1<sup>st</sup> May, 2021)  
Director (Non-Executive & Independent)

**Mr. Namjin Seung Park**  
(Upto 14<sup>th</sup> May, 2021)  
Director (Non-Executive Representative of Yuhan Corpn.)

**Dr. Vikram D. Sanghvi**  
Director (Non Executive & Independent)

**Mr. Siddharth Y. Kusumgar**  
Director (Non Executive & Independent)

**Dr. Taejin Yoon**  
(W.e.f. 4<sup>th</sup> June, 2021)  
Director (Non-Executive Representative of Yuhan Corpn.)  
(Upto 18<sup>th</sup> September, 2021)  
Director (Non-Executive Representative of Yuhan Corpn.)

**Mr. Han Kon Kim**  
(Upto 18<sup>th</sup> September, 2021)  
Director (Non-Executive Director)  
(Alternate to Mr. Namjin Seung Park)

**Mr. Hinesh Doshi**  
(Upto 14<sup>th</sup> May, 2021)  
Director (Non-Executive Director)  
(Alternate to Mr. Namjin Seung Park)  
(W.e.f. 4<sup>th</sup> June, 2021)  
Director (Non-Executive Director)  
(Alternate to Dr. Taejin Yoon)  
(Upto 18<sup>th</sup> September, 2021)  
Director (Non-Executive Director)  
(Alternate to Dr. Taejin Yoon)

**Mr. Jagdish G. Kaujalgi**  
Chief Executive Officer

**Mr. Bharat Desai**  
Chief Financial Officer

**Mr. Parag K. Bodha**  
(Upto 11<sup>th</sup> May, 2021)  
Company Secretary & Compliance Officer

**Mr. Rahul D. Soni**  
(W.e.f. 12<sup>th</sup> May, 2021)  
Company Secretary & Compliance Officer

### Audit Committee

**Mr. Vijay Agarwal**, Chairman  
**Mrs. Preeti K. Trivedi**, Member  
Upto 2<sup>nd</sup> May, 2021  
**Dr. Sachin D. Patel**, Member  
**Mr. Siddharth Y. Kusumgar**, Member  
**Dr. Vikram D. Sanghvi**, Member

### Nomination and Remuneration Committee

**Mr. Vijay Agarwal**, Chairman  
**Mrs. Preeti K. Trivedi**, Member  
upto 2<sup>nd</sup> May, 2021  
**Dr. Sachin D. Patel**, Member  
**Mr. Siddharth Y. Kusumgar**, Member  
w.e.f. from 28<sup>th</sup> May 2021

### Stakeholders Relationship Committee

**Dr. Sachin D. Patel**, Chairman  
**Mr. Vijay Agarwal**, Member  
**Dr. Dinesh S. Patel**, Member

### Corporate Social Responsibility Committee

**Dr. Dinesh S. Patel**, Member  
**Dr. Sachin S. Patel**, Member  
**Dr. Vikram D. Sanghvi**, Member

### Bankers

**Union Bank Of India**

### Registered Office and Works

Plot No. 69-C, G.I.D.C. Industrial Estate,  
Vapi, Dist-Valsad,  
Gujarat - 396 195.

### Listing

BSE Limited (BSE)

### Statutory Auditors

**M/s. GMJ & Co.**  
Chartered Accountants,  
Mumbai

### Internal Auditors

**R P Sardar & Co.**  
Chartered Accountants,  
Mumbai

### Secretarial Auditors

**HSPN & Associates LLP.**  
Practicing Company Secretaries

### Registrar and Share Transfer Agents

**Link Intime India Pvt. Ltd.**  
C 101, 247 Park,  
L.B.S. Marg, Vikhroli (West)  
Mumbai - 400078.  
Tel.: 022-49186270  
Fax: 022-49186060  
E-mail: [rnt.helpdesk@linkintime.co.in](mailto:rnt.helpdesk@linkintime.co.in)  
Website: [www.linkintime.com](http://www.linkintime.com)

## CONTENTS

Notice to Member .....	2
Directors' Report .....	15
Report on Corporate Governance .....	39
Auditor's Report .....	54
Financial Statements .....	64



## NOTICE TO THE MEMBERS

**NOTICE** is hereby given that the **41<sup>st</sup> Annual General Meeting** of Gujarat Themis Biosyn Limited will be held on, **Wednesday, 7<sup>th</sup> September 2022 at 12:00 Noon** through Video Conferencing ("VC")/Other Audio Visual Means ("OAVM") to transact the following business :-

### ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup> March, 2022 together with Reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of Dr. Sachin D. Patel (DIN: 00033353) who retires by rotation and being eligible, offers himself for re-appointment.
3. To confirm the payment of Interim Dividend and to declare Final Dividend on Equity Shares for the Financial Year ended 31<sup>st</sup> March, 2022.
4. To appoint Statutory Auditors and fix their remuneration and in this regard, to consider and, if thought fit, to pass 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 read with the Companies (Audit and Auditors) Rules, 2014, including any modification, variation or re-enactment thereof, as may be applicable and pursuant to the recommendations of the Audit Committee, M/s. GMJ & Co., Chartered Accountants (Firm Registration No. 103429W), be and are hereby re-appointed for a further period of five consecutive years as Statutory Auditors of the Company, to hold office from the conclusion of 41<sup>st</sup> Annual General Meeting (AGM) until the conclusion of the 46<sup>th</sup> AGM and that the Board of Directors of the Company be and are hereby authorised to fix their remuneration (plus applicable taxes) for the said period and permit reimbursement of actual out of pocket expenses, as may be incurred in the performance of their duties."

### SPECIAL BUSINESS

#### 5. Ratification of Remuneration to Cost Auditor for FY 2020- 2021.

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

**"RESOLVED THAT** pursuant to Section 148 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment hereof, for the time being in force), remuneration of Rs. 45000/- plus applicable taxes and reimbursement of out of pocket expenses (at actuals), as approved by the Board of Directors of the Company, paid to M/s. Raja Datta & Co., Cost Accountants (Firm Registration No. 101555) Mumbai, conducting the cost audit of the cost accounts maintained by the Company in respect of API activities for the financial year ended 31<sup>st</sup> March, 2021 respectively, be and is hereby ratified."

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to do all such acts, deeds and things as may be necessary to give effect to this Resolution."

#### 6. Ratification of Remuneration to Cost Auditor for FY 2021-22.

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

**"RESOLVED THAT** pursuant to Section 148 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment hereof, for the time being in force), remuneration of Rs. 45,000/- plus applicable taxes and reimbursement of out of pocket expenses (at actuals), as approved by the Board of Directors of the Company, payable to M/s. Raja Datta & Co., Cost Accountants (Firm Registration No. 101555) Mumbai, conducting the cost audit of the cost accounts maintained by the Company in respect of API activities for the financial year ended 31<sup>st</sup> March, 2022, be and is hereby ratified."

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to do all such acts, deeds and things as may be necessary to give effect to this Resolution."

#### 7. Ratification of Remuneration to Cost Auditor for FY 2022-23.

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

**"RESOLVED THAT** pursuant to Section 148 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment hereof, for the time being in force), remuneration of Rs. 45,000/- plus applicable taxes and reimbursement of out of pocket expenses (at

actuals), as approved by the Board of Directors of the Company, payable to M/s. Raja Datta & Co., Cost Accountants (Firm Registration No. 101555) Mumbai, conducting the cost audit of the cost accounts maintained by the Company in respect of API activities for the financial year ended 31<sup>st</sup> March, 2023, be and is hereby ratified.”

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to do all such acts, deeds and things as may be necessary to give effect to this Resolution.”

**8. Continuation of Dr. Dinesh S Patel as Non- Executive Director on attaining the age of Seventy Five years.**

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

“**RESOLVED THAT** pursuant to the provisions of Regulation 17(1A) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended and other applicable provisions if any, consent of the members be and is hereby accorded for continuation of Directorship beyond the age of 75 years of Dr. Dinesh S. Patel (DIN: 00033273) as a Non- Executive & Non- Independent Director ,Chairman of the Company liable to retire by rotation, notwithstanding that on 2nd November, 2023, he attains the age of 75 years.

**9. To adopt new set of Articles of Association as per Companies Act, 2013.**

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

“**RESOLVED THAT** pursuant to the provisions of Section 14 and all other applicable provisions of the Companies Act, 2013, read with Companies (Incorporation) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force), and subject to such other requisite approvals, if any, in this regard from appropriate authorities and terms(s), condition(s), amendment(s), modification(s), as may be required or suggested by any such appropriate authorities, and agreed to by the Board of Directors of the Company (hereinafter referred to as “Board” which term shall include any Committee), the consent of the members of the Company be and is hereby accorded to adopt new set of Article of Association in place of existing Articles of Association of the Company, copy of which is placed before the meeting.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorised to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

**By Order of the Board of Directors**

**Registered Office**

69/C, GIDC Industrial Estate,  
Vapi- 396 195  
Dist. Valsad, Gujarat  
CIN: L24230GJ1981PLC004878

Place: Mumbai  
Date: 27<sup>th</sup> July, 2022

Sd/-

**Rahul D. Soni**

Company Secretary & Compliance Officer  
Membership. No. A61305





## NOTES:

1. Pursuant to the General Circular numbers 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 5, 2020, 2/2021 dated January 13, 2021, 21/2021 dated December 14, 2021 and 2/2022 dated May 5, 2022, issued by the Ministry of Corporate Affairs (MCA) and Circular numbers SEBI/HO/CFD/CMD1/CIR/P/2020/79, dated May 12, 2020, SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021, and SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated May 13, 2022, issued by the Securities and Exchange Board of India (SEBI) (hereinafter collectively referred to as "the Circulars"), companies are allowed to hold AGM through VC/OAVM, without the physical presence of members at a common venue. In compliance with the Circulars, the AGM of the Company is being held through VC/OAVM.
2. Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars through VC / OAVM, 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 to this Notice.
3. Members attending the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies, Act 2013 (the Act)
4. At present M/s. GMJ & Co., Chartered Accountants (Firm Registration No. 103429W) are the present Statutory Auditors of the Company and holds office till the conclusion of the ensuing Annual General Meeting. It is proposed and recommended to the shareholders to re-appointment GMJ & Co., Chartered Accountants as statutory audit of the Company for second term of further period of five years i.e. financial year 2022 to 2027 i.e. from conclusion of 41st Annual General Meeting until the conclusion of 46th Annual General Meeting.  
The ratification of their appointment pursuant to Section 139 of the Companies Act, 2013 is not required in terms of notification no. SO 1833(E) dated 7th May, 2018 issued by the Ministry of Corporate Affairs and accordingly, the item has not been included in the Ordinary Business of this AGM Notice.
5. The business set out in the Notice will be transacted through electronic voting system and the Company is providing facility for voting by electronic means. Instructions and other information relating to e-voting are given in this Notice.
6. Institutional/Corporate members Institutional/Corporate Shareholders (i.e. other than individuals/HUF, NRI, etc.) are required to send a scanned copy (PDF/JPEG Format) of its Board Resolution or governing body Resolution / Authorisation etc., authorising its representative to attend the Annual General Meeting through VC / OAVM on its behalf and to vote through remote e-voting. The said Resolution /Authorization shall be sent to the RTA by email at [instameet@linkintime.co.in](mailto:instameet@linkintime.co.in) through their registered email address to with copies marked to the Company at [secretary@gtbl.in.net](mailto:secretary@gtbl.in.net).
7. In terms of Section 152 of the Companies Act, 2013, Dr. Sachin D. Patel (DIN: 00033353) , Director of the Company, retires by rotation at the ensuing Annual General Meeting and being eligible, offers himself for re-appointment. The Board of Directors of the Company recommends his re-appointment.
8. The details of the Directors seeking re-appointments under item nos. 2 of this Notice, is annexed hereto in terms of Regulation 36(3) of the SEBI (Listing Obligation and Disclosure Requirement) Regulations, 2015 and Secretarial Standard 2 on General Meetings.
9. The Explanatory Statement setting out the material facts pursuant to Section 102 of the Companies Act, 2013 ("the Act"), concerning the Special Business to be transacted at the meeting, as mentioned in the Notice, is annexed hereto and forms part of this.
10. 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.
11. Relevant documents referred to in the accompanying Notice and the Statements are open for inspection by the members at the Registered Office of the Company on all working days, except Saturdays, during business hours up to the date of the Meeting.
12. Any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the Notice and holding shares as on the cut-off date i.e. Tuesday, 30<sup>th</sup> August, 2022, may obtain the login ID and password by sending a request at [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or [rnt.helpdesk@linkintime.co.in](mailto:rnt.helpdesk@linkintime.co.in)

## 13. Registration of email ID and Bank Account details:

In case the shareholder's email ID is already registered with the Company/its Registrar & Share Transfer Agent "RTA"/ Depositories, the log in details for e-voting are being sent on the registered email address.

In case the shareholder has not registered his/her/their email address with the Company/its RTA/Depositories and have not updated the Bank Account mandate for receipt of dividend, the following instructions to be followed:

### a) In case of Shares held in Physical Mode:

The Shareholder may send a request quoting its Folio No. to RTA by email at [rnt.helpdesk@linkintime.co.in](mailto:rnt.helpdesk@linkintime.co.in)

### b) In the case of Shares held in Demat mode:

The shareholder may please contact the Depository Participant ("DP") and register the email address and bank account details in the demat account as per the process followed and advised by the DP.

14. In compliance with the aforesaid MCA Circulars and SEBI Circulars, Notice of the 41<sup>st</sup> AGM along with the Annual Report 2021-22 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/ Depositories. Members may note that the Notice and Annual Report 2021-22 will also be available on the Company's website [www.gtbi.in](http://www.gtbi.in), websites of the Stock Exchange i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com), and on the website of CDSL at [www.evotingindia.com](http://www.evotingindia.com). Members who have not registered their email address with the Company can register the same by following the procedure as mentioned above in point 13. Post successful registration of email address, the member will receive the soft copy of the Notice of AGM and Annual Report.
15. 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/Link Intime (Company's Registrar and Share Transfer Agent) and complete their KYC formalities as mandated by law. 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.
16. As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be transferred only in dematerialised form with effect from 1<sup>st</sup> April 2019, except in case of request received for transmission or transposition of securities. In view of this and to eliminate all risks associated with physical shares and for ease of portfolio management, members holding shares in physical form are requested to consider converting their holdings to dematerialised form. Members can contact the Company or Company's Registrar and Share Transfer Agent, Link Intime for assistance in this regard.
17. The Company has notified closure of Register of Members and Share Transfer Books from Wednesday, 31<sup>st</sup> August, 2022 to Wednesday, 7<sup>th</sup> September 2022 (both days inclusive) for the purpose of AGM and determining the names of the Members eligible for payment of dividend for the financial year 2021-22, if declared at the AGM.
18. If the dividend, as recommended by the Board of Directors, is approved at the AGM, payment of such dividend, subject to deduction of tax at source, will be made within 30 days of AGM i.e. on/after 7<sup>th</sup> September 2022 as under:
  - a. To all Beneficial Owners in respect of shares held in dematerialised form as per the data as may be made available by the National Securities Depository Limited ("NSDL") and the Central Depository Services (India) Limited ("CDSL"), collectively "Depositories" whose names appear as beneficial owners as at the end of the business hours on Tuesday, 30<sup>th</sup> August 2022.
  - b. To all Members in respect of shares held in physical form after giving effect to valid transmission or transposition requests lodged with the Company as of the close of business hours on Tuesday, 30<sup>th</sup> August 2022.
  - c. Dividend warrants / demand drafts will be dispatched to the registered address of the shareholders who have not updated their bank account details.
19. Members may note that the Income Tax Act, 1961, ("the IT Act") as amended by the Finance Act, 2020, mandates that dividends paid or distributed by a company after April 1, 2020 shall be taxable in the hands of members. The Company shall therefore be required to deduct tax at source (TDS) at the time of making the payment of dividend. In order to enable us to determine the appropriate TDS rate as applicable, members are requested to submit the following documents in accordance with the provisions of the IT Act.



## 20. For Resident Shareholders:

Taxes shall be deducted at source under Section 194 of the IT Act as follows:

Members having Valid PAN	10% or as notified by the Government of India
Members not having PAN /Valid PAN	20% or as notified by the Government of India

No tax shall be deducted on the dividend payable to a resident individual if the total dividend to be received by them during FY 2021 does not exceed 5,000 and also in cases where members provide valid Form 15G/ Form 15H as subject to conditions specified in the IT Act. Resident shareholders may also submit any other document as prescribed under the IT Act to claim a lower/Nil withholding tax. Shareholder may also submit any other document as prescribed under the IT Act to claim a lower/Nil withholding tax. PAN is mandatory for members providing Form 15G/15H or any other document as mentioned above.

### For Non-resident shareholders:

For non-resident shareholders, taxes are required to be withheld in accordance with the provisions of Section 195 and other applicable sections of the IT Act, at the rates in force. The withholding tax shall be at the rate of 20% (plus applicable surcharge and cess) or as notified by the Government of India on the amount of dividend payable. However, as per Section 90 of the IT Act, non-resident shareholders have the option to be governed by the provisions of the Double Tax Avoidance Agreement (DTAA) between India and the country of tax residence of such shareholders if they are more beneficial to them. For this purpose, i.e. to avail the benefits under the DTAA, non-resident shareholders need to provide the following:

- Copy of the PAN card allotted by the Indian Income Tax authorities duly attested by the shareholder
- Copy of Tax Residency Certificate (TRC) for the FY 2022 obtained from the revenue authorities of the country of tax residence, duly attested by shareholder
- Self-declaration in Form 10F
- Self-declaration by the shareholder of having no permanent establishment in India in accordance with the applicable tax treaty
- Self-declaration of beneficial ownership by the non-resident shareholder
- Any other documents as prescribed under the IT Act for lower withholding of taxes if applicable, duly attested by shareholder.

Kindly note that the Company is not obligated to apply beneficial tax treaty rates at the time of tax deduction / withholding on dividend amounts. Application of beneficial rate of tax treaty for the purpose of withholding taxes shall depend upon completeness and satisfactory review by the Company of the documents submitted by the non-resident shareholder.

In case of Foreign Institutional Investors/ Foreign Portfolio Investors, tax will be deducted under Section 196D of the IT Act @ 20% (plus applicable surcharge and cess).

The aforementioned documents are required to be submitted to Link Intime (India) Private Limited or the Company before Tuesday, 30<sup>th</sup> August, 2022.

21. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), the Company is providing facility of remote e-voting to its Members through CDSL e-voting system at [www.evotingindia.com](http://www.evotingindia.com) in respect of the business to be transacted at the AGM. The Company has engaged the services of Link Intime India Private Limited as the Agency to provide e-voting facility, for participation in the 41<sup>st</sup> AGM through VC/OAVM Facility and e-Voting during the 41<sup>st</sup> AGM.
22. Since the AGM will be held through VC / OAVM, the Route Map is not annexed in this Notice.
23. The Board of Directors of the Company has appointed CS Ketan R. Shirwadkar (ACS 37829) or failing him, CS Prakash Nagringrekar (ACS 5941), Designated Partners of HSPN & Associates LLP, Practicing Company Secretary, Mumbai as Scrutinizer to scrutinize the remote e-voting and E-voting at meeting process in a fair and transparent manner and he/she has communicated his/her willingness to be appointed and will be available for same purpose.
24. All correspondence relating to transmission of shares, change of address, dividend mandates etc. quoting their folio numbers should be sent to the Registrar & Transfer Agents (R&T Agents) only at their address: LINK INTIME INDIA PRIVATE LIMITED, C-101, 1st Floor, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai 400083, Maharashtra, Tel: +91 22 49186200; Fax: +91 2224918619 Website: [www.linkintime.co.in](http://www.linkintime.co.in) Email: [rnt.helpdesk@linkintime.co.in](mailto:rnt.helpdesk@linkintime.co.in)



## 25. Instructions for shareholders voting electronically are as under:

- (i) The voting period begins on **Sunday, 4<sup>th</sup> September, 2022 at 9:00 am** and ends on **Tuesday 6<sup>th</sup> September, 2022 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 **Tuesday, 30<sup>th</sup> August, 2022** may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
- (iii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/retail shareholders is at a negligible level.

Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

- (iv) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to above said SEBI Circular, Login method for e-Voting and joining virtual meetings for Individual shareholders holding securities in Demat mode CDSL/NSDL is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL	<p>Users who have opted for CDSL Easi / Easiest facility, can login through their existing 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</a> or visit <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on Login icon and select New System Myeasi.</p> <p>After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers i.e. CDSL/NSDL/KARVY/LINKINTIME, so that the user can visit the e-Voting service providers' website directly.</p> <p>If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></p> <p>Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available in <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page or click on <a href="https://evoting.cdslindia.com/Evoting/EvotingLogin">https://evoting.cdslindia.com/Evoting/EvotingLogin</a> 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 able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.</p>



Individual Shareholders holding securities in demat mode with <b>NSDL</b>	<p>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: <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> 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. 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.</p> <p>If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select "Register Online for IDeAS" Portal or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></p> <p>Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> 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 &amp; voting during the meeting</p>
Individual Shareholders (holding securities in demat mode) login through their <b>Depository Participants</b>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful 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.</p>

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

**Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL.**

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

(v) Login method for e-Voting and joining virtual meetings for Physical shareholders and shareholders other than individual holding in Demat form.

- 1) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- 2) Click on "Shareholders" module.
- 3) Now enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
- 4) Next enter the Image Verification as displayed and Click on Login.
- 5) 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 e-voting of any company, then your existing password is to be used.