

**65th ANNUAL REPORT 2022-2023**  
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**HINDUSTAN TIN WORKS LIMITED**

A RECOGNISED TWO STAR EXPORT HOUSE

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# 65th Annual Report 2022-2023

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### BOARD OF DIRECTORS

1. Mr. Ashok Kumar Bhatia (Chairman)
2. Mr. Sanjay Bhatia (Managing Director)
3. Mr. N.P. Sahni (Director)
4. Mr. Ramesh Kumar Jain (Director)
5. Mrs. Aarti Sawhney (Director)
6. Mr. P.P. Singh (Whole Time Director)

### E.V.P. (FINANCE) & COMPANY SECRETARY

Mr. Rajat Pathak

### E.V.P. (Accounts) & CFO

Mr. M.K. Mittal

### AUDITORS

Messrs Mukesh Raj & Co.  
Chartered Accountants  
C-63, 1st Floor  
Preet Vihar,  
Delhi-110092

### COST AUDITORS

Messrs K.S. Bhatnagar & Associates  
Cost & Management Consultants  
A-12-A, DDA Flats, Munirka  
New Delhi - 110067

### SECRETARIAL AUDITOR

AVA Associates  
Company Secretaries  
107, 1st Floor, C-240,  
Pandav Nagar, Delhi-110092

### BANKERS

Punjab National Bank  
Citi Bank  
Kotak Mahindra Bank  
HDFC Bank

### SHARE TRANSFER AGENT

Beetal Financial & Computer Services Pvt. Ltd. Beetal House,  
3rd Floor, 99 Madangir, Behind Local Shopping Complex,  
New Delhi-110062  
Ph. No. : 011-29961281, 29961282

### REGISTERED & CORPORATE OFFICE

426, DLF Tower -A, Jasola,  
New Delhi -110025,  
Phone : 4999 8888  
Website : [www.hindustantin.biz](http://www.hindustantin.biz)  
E- mail : [info@hindustantin.co.in](mailto:info@hindustantin.co.in)

### FACTORY

V.& PO. Bhigan, Dhatoori Road, Tehsil Gannour, Murthal, Distt.  
Sonapat (Haryana) Office-131039

### OTHER OFFICE

KN-C 10, KN Marg  
Anand Parbat Indl. Area, New Delhi-110005



(CIN : L27109DL1958PLC003006)  
426, DLF Tower – A,  
Jasola, New Delhi - 110025

## NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the **65th Annual General Meeting** of the Members of Hindustan Tin Works Limited will be held on Thursday, 28th September, 2023 at 11.00 a.m. through Video Conferencing (VC)/ Other Audio-Visual Means (OAVM) to transact the following businesses.

### ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Balance Sheet as at 31st March, 2023 and the Statement of Profit & Loss Account for the year ended on that date and the report of the Board of Directors and Auditors' thereon.
2. To declare dividend on equity shares for the financial year ended 31st March, 2023.
3. To appoint a Director in place of Mr. Prit Pal Singh (DIN: **00658785**) who retires by rotation as per the provisions of section 152 of the Companies Act, 2013 and being eligible offers himself for re-appointment.

### SPECIAL BUSINESS

#### 4. APPROVAL OF REMUNERATION OF MR. SANJAY BHATIA, MANAGING DIRECTOR OF THE COMPANY

To consider and if, thought fit to pass with or without modification(s), the following resolution as a **Special Resolution:-**

**"RESOLVED that** in accordance with the provisions of Section 196, 197, 198 and 203 read with Schedule V and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (Including any statutory modification(s) or re-enactment thereof for the time being in force) and Regulation 17(6)(e) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), as amended from time to time, Memorandum and Articles of Association of the Company, any other authority, if applicable, and subject to such conditions or modifications as may be prescribed or imposed by such authorities while granting such approval, consents, permissions and sanctions, consent of the Company be and is hereby accorded for remuneration of Mr. Sanjay Bhatia, Managing Director (DIN : 00080533) of the Company, for the period from 01.10.2022 to 30.09.2024 up to Rs. 2.40 Crores p.a. upon same terms and conditions as already approved by the shareholders at its meeting held on 28th September, 2019.

**RESOLVED FURTHER that** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

#### 5. APPROVAL OF REMUNERATION OF MR. ASHOK KUMAR BHATIA, WHOLE-TIME DIRECTOR OF THE COMPANY

To consider and if, thought fit to pass with or without modification(s), the following resolution as a **Special Resolution:-**

**"RESOLVED that** in accordance with the provisions of Section 196, 197, 198 and 203 read with Schedule V and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (Including any statutory modification(s) or re-enactment thereof for the time being in force) and Regulation 17(6)(e) of Securities and



Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), as amended from time to time, Memorandum and Articles of Association of the Company, any other authority, if applicable, and subject to such conditions or modifications as may be prescribed or imposed by such authorities while granting such approval, consents, permissions and sanctions, consent of the Company be and is hereby accorded for remuneration of Mr. Ashok Kumar Bhatia, Whole-Time Director (DIN : 00081730) of the Company, for the period from 01.10.2022 to 30.09.2024 up to Rs. 2.40 Crores p.a. upon same terms and conditions as already approved by the shareholders at its meeting held on 28th September, 2019.

**RESOLVED FURTHER that** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

#### 6. **APPROVAL OF REMUNERATION OF MR. PRIT PAL SINGH, WHOLE-TIME DIRECTOR OF THE COMPANY**

To consider and if, thought fit to pass with or without modification(s), the following resolution as a **Special Resolution:-**

**"RESOLVED that** in accordance with the provisions of Section 196, 197, 198 and 203 read with Schedule V and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (Including any statutory modification(s) or re-enactment thereof for the time being in force) and Regulation 17(6)(e) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), as amended from time to time, Memorandum and Articles of Association of the Company, any other authority, if applicable, and subject to such conditions or modifications as may be prescribed or imposed by such authorities while granting such approval, consents, permissions and sanctions, consent of the Company be and is hereby accorded for remuneration of Mr. Prit Pal Singh, Whole-Time Director (DIN : 00658785) of the Company, for the period from 12.08.2022 to 11.08.2024 up to Rs. 27 Lakhs p.a. upon same terms and conditions as already approved by the shareholders at its meeting held on 28th September, 2019.

**RESOLVED FURTHER that** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

#### 7. **APPOINTMENT OF MR. SANJEEV KUMAR ABROL AS INDEPENDENT DIRECTOR OF THE COMPANY**

To consider and if, thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution:-**

**"RESOLVED that** pursuant to the provisions of Sections 149, 150, 152, 160 and other applicable provisions, if any, of the Companies Act, 2013 ("Act"), the Companies (Appointment and Qualifications of Directors) Rules, 2014, read with Schedule IV to the Act and Regulation 17 and other applicable regulations of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), as amended from time to time and pursuant to the recommendations of the Nomination and Remuneration Committee and the Board of Directors of the Company ("the Board") given at their respective meetings held on 10th August, 2023, Mr. Sanjeev Kumar Abrol (DIN: 10250247), who meets the criteria of independence as provided in Section 149(6) of the Act along with the rules framed thereunder and Regulation 16(1)(b) of SEBI Listing Regulations and has submitted a declaration to that effect, be and is hereby appointed as an Independent Director of the Company, not liable to retire by rotation, to hold office for a first term of 5 years commencing with effect from 01st October, 2023 upto 30th September, 2028.

**RESOLVED FURTHER that** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."



#### 8. **APPOINTMENT OF MR. VIPIN AGGARWAL AS INDEPENDENT DIRECTOR OF THE COMPANY**

To consider and if, thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution:-**

**"RESOLVED that** pursuant to the provisions of Sections 149, 150, 152, 160 and other applicable provisions, if any, of the Companies Act, 2013 ("Act"), the Companies (Appointment and Qualifications of Directors) Rules, 2014, read with Schedule IV to the Act and Regulation 17 and other applicable regulations of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), as amended from time to time and pursuant to the recommendations of the Nomination and Remuneration Committee and the Board of Directors of the Company ("the Board") given at their respective meetings held on 10th August, 2023, Mr. Vipin Aggarwal (DIN:00084395), who meets the criteria of independence as provided in Section 149(6) of the Act along with the rules framed thereunder and Regulation 16(1)(b) of SEBI Listing Regulations and has submitted a declaration to that effect, be and is hereby appointed as an Independent Director of the Company, not liable to retire by rotation, to hold office for a first term of 5 years commencing with effect from 01st October, 2023 upto 30th September, 2028.

**RESOLVED FURTHER that** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

#### 9. **APPOINTMENT OF MRS. SUSHMITA SINGHA AS INDEPENDENT DIRECTOR OF THE COMPANY**

To consider and if, thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution:-**

**"RESOLVED that** pursuant to the provisions of Sections 149, 150, 152, 160 and other applicable provisions, if any, of the Companies Act, 2013 ("Act"), the Companies (Appointment and Qualifications of Directors) Rules, 2014, read with Schedule IV to the Act and Regulation 17 and other applicable regulations of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), as amended from time to time and pursuant to the recommendations of the Nomination and Remuneration Committee and the Board of Directors of the Company ("the Board") given at their respective meetings held on 10th August, 2023, Mrs. Sushmita Singha (DIN:02284266), who meets the criteria of independence as provided in Section 149(6) of the Act along with the rules framed thereunder and Regulation 16(1)(b) of SEBI Listing Regulations and has submitted a declaration to that effect, be and is hereby appointed as an Independent Director of the Company, not liable to retire by rotation, to hold office for a first term of 5 years commencing with effect from 01st October, 2023 upto 30th September, 2028.

**RESOLVED FURTHER that** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

#### 10. **REVISION IN SALARY OF MR. PARAS BHATIA, PRESIDENT, RELATIVE OF DIRECTORS HOLDING OFFICE OR PLACE OF PROFIT, FOR THE PERIOD FROM 01.10.2023 to 30.09.2028**

To consider and if, thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution:-**

**"RESOLVED that** pursuant to section 188 of the Companies Act, 2013, read with The Companies (Meetings of Board and its Powers) Rules, 2014, (including any statutory modification(s) or re-enactment thereof, for the time being in force) and other applicable rules and provisions, if any, the consent of the Company be and is hereby accorded and power is vested with the Board to approve and fix remuneration payable to Mr. Paras Bhatia, President of the Company of minimum basic of Rs. 6,50,000 pm but not exceeding Rs. 13,00,000 p.m. plus HRA @ 50% of basic salary, P.F on basic and other perquisites as under for the period from 01.10.2023 to 30.09.2028.



**PERQUISITES:-** In addition to the salary, he shall be entitled to perquisites which will include reimbursement of expenditure or allowances in respect of utilities: such as gas, electricity and water, medical reimbursement\*, medical insurance\*, hospital benefits\*, leave travel concession\* (Domestic/Foreign Travel twice in a year by air including Air fare, Boarding and Lodging expenses), leave encashment, personal accident insurance\*, club fees, car with driver, and any other reimbursement and allowances or perquisites in terms of the company's rules or as may be decided by the Board but not exceeding Rs. 2,00,000/- per month.

\*For Self & Family"

**11. REVISION IN SALARY OF MR. SAKET BHATIA, PRESIDENT RELATIVE OF DIRECTORS HOLDING OFFICE OR PLACE OF PROFIT, FOR THE PERIOD FROM 01.10.2023 to 30.09.2028**

To consider and if, thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution:-**

**"RESOLVED that** pursuant to section 188 of the Companies Act, 2013, read with The Companies (Meetings of Board and its Powers) Rules, 2014, (including any statutory modification(s) or re-enactment thereof, for the time being in force) and other applicable rules and provisions, if any, the consent of the Company be and is hereby accorded and power is vested with the Board to approve and fix remuneration payable to Mr. Saket Bhatia, President of the Company of minimum basic of Rs. 6,50,000 pm but not exceeding Rs. 13,00,000 p.m. plus HRA @ 50% of basic salary, P.F on basic and other perquisites as under for the period from 01.10.2023 to 30.09.2028.

**PERQUISITES:-** In addition to the salary, he shall be entitled to perquisites which will include reimbursement of expenditure or allowances in respect of utilities: such as gas, electricity and water, medical reimbursement\*, medical insurance\*, hospital benefits\*, leave travel concession\* (Domestic/Foreign Travel twice in a year by air including Air fare, Boarding and Lodging expenses), leave encashment, personal accident insurance\*, club fees, car with driver, and any other reimbursement and allowances or perquisites in terms of the company's rules or as may be decided by the Board but not exceeding Rs. 2,00,000/- per month.

\*For Self & Family"

**12. REVISION IN SALARY OF MR. PARIKSHIT BHATIA, ASSISTANT VICE PRESIDENT, RELATIVE OF DIRECTORS HOLDING OFFICE OR PLACE OF PROFIT, FOR THE PERIOD FROM 01.10.2023 to 30.09.2028**

To consider and if, thought fit to pass with or without modification(s), the following resolution as an **Ordinary Resolution:-**

**"RESOLVED that** pursuant to section 188 of the Companies Act, 2013, read with The Companies (Meetings of Board and its Powers) Rules, 2014, (including any statutory modification(s) or re-enactment thereof, for the time being in force) and other applicable rules and provisions, if any, the consent of the Company be and is hereby accorded and power is vested with the Board to approve and fix remuneration payable to Mr. Parikshit Bhatia, Assistant Vice President of the Company of minimum basic of Rs. 2,00,000 pm but not exceeding Rs. 8,50,000 p.m. plus HRA @ 50% of basic salary, P.F on basic and other perquisites as under for the period from 01.10.2023 to 30.09.2028.

**PERQUISITES:-** In addition to the salary, he shall be entitled to perquisites which will include reimbursement of expenditure or allowances in respect of utilities: such as gas, electricity and water, medical reimbursement\*, medical insurance\*, hospital benefits\*, leave travel concession\* (Domestic/Foreign Travel twice in a year by air including Air fare, Boarding and Lodging expenses), leave encashment, personal accident insurance\*, club fees, car with driver, and any other





reimbursement and allowances or perquisites in terms of the company's rules or as may be decided by the Board but not exceeding Rs. 1,50,000/- per month.

\*For Self & Family"

**13. TO RATIFY THE REMUNERATION OF THE COST AUDITORS FOR THE FINANCIAL YEAR ENDING MARCH 31, 2024.**

To consider and if, thought fit, to pass with or without modification(s), the following resolution as an **Ordinary Resolution:-**

**"RESOLVED that** pursuant to the provisions of Section 148 and all other applicable provisions of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force), Messrs K. S. Bhatnagar & Associates, Cost Auditors (Firm Registration No. 102274) appointed by the Board of Directors of the Company, to conduct the audit of the cost records of the Company for the financial year ending March 31, 2024 to be paid the remuneration as set out in the statement annexed to the Notice convening this Meeting be and is hereby ratified.

**RESOLVED FURTHER that** the Board of Directors of the Company be and is hereby authorized 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**

Place: New Delhi  
Date: 10th August, 2023

**Rajat Pathak**  
**EVP (Finance) & Company Secretary**

**Registered Office:**

426, DLF Tower- A,  
Jasola, New Delhi – 110025.

**NOTES:**

- Pursuant to the MCA General Circular No. 10/2022 dated December 28, 2022, General Circular No. 2/2022 dated May 5, 2022 and General Circular No. 21/2021 dated December 14, 2021 read together with circulars dated January 13, 2021, dated April 8, 2020, April 13, 2020 and May 5, 2020 (collectively referred to as "MCA Circulars"), permitted convening the Annual General Meeting ("AGM" / "Meeting") through Video Conferencing ("VC") or Other Audio Visual Means ("OAVM"), without physical presence of the members at a common venue. In accordance with the MCA Circulars, provisions of the Companies Act, 2013 ("the Act") and the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), the AGM of the Company is being held through VC / OAVM.  
  
Further, Securities and Exchange Board of India (SEBI), vide its Circulars dated May 12, 2020, January 15, 2021, May 13, 2022 and January 5, 2023 (SEBI Circulars) and other applicable circulars issued in this regard, have provided relaxations from compliance with certain provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations).
- The deemed venue for 65th e-AGM shall be the registered office of the Company.
- 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 E-AGM IS BEING HELD PURSUANT TO THE MCA CIRCULARS THROUGH VC/OAVM FACILITY, PHYSICAL ATTENDANCE OF MEMBERS HAS BEEN DISPENSED**



**WITH. ACCORDINGLY, THE FACILITY FOR APPOINTMENT OF PROXIES BY THE MEMBERS WILL NOT BE AVAILABLE FOR THE E-AGM AND HENCE THE PROXY FORM AND ATTENDANCE SLIP ARE NOT ANNEXED TO THIS NOTICE.**

4. The register of members and share transfer books of the Company will remain closed from Friday, 22nd September, 2023 to Thursday, 28th September, 2023 (both days inclusive).
5. The dividend, if declared at the meeting, will be paid on or after 28th September, 2023 to those members whose names appear:
  - a. As Beneficial Owners as at the end of the business hours on 21st September, 2023 as per the list to be furnished by the depository in respect of the shares held in electronic form and,
  - b. As members in the Register of Members of the Company after giving effect to all valid share transfers in physical form lodged with the Company on or before 21st September, 2023.
6. The members are requested to notify immediately any change in their address, exclusively on separate letter without clubbing it with any other request, for quicker attention directly to the Company's Share Transfer Agent.

**Messrs Beetal Financial & Computer Services (P) Ltd.**

Beetal House, 3rd Floor, 99 Madangir,  
Behind Local Shopping Complex,  
New Delhi – 110062.

7. A statement pursuant to section 102 of the Companies Act, 2013, relating to the Special Business to be transacted at the Meeting is annexed hereto.
8. Brief profile of the Directors seeking appointment/re-appointment, as amended under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, forms part of the Notice. None of the Independent Directors of the Company are in any way related to each other.
9. The facility of joining the e-AGM through VC /OAVM will be opened 30 minutes before and will be open up to 15 minutes after the scheduled start time of the e-AGM, i.e. from 10.30 a.m. to 11.15 a.m. and will be available for 1,000 members on a first-come first-served basis. This rule would however not apply to participation of members holding 2% or more shareholding, promoters, directors, key and senior managerial personnel, auditors, etc
10. The Shareholders are requested to update their contact address and e mail address.
11. Shareholders are requested to get their shares converted from physical form to DEMAT form.
12. The Company has transferred the unpaid or unclaimed dividends declared up to financial years 2014-15, to the Investor Education and Protection Fund (IEPF) established by the Central Government. The Company has uploaded the details of unpaid and unclaimed dividend amounts lying with the Company as on 28th September, 2022 (date of the previous Annual General Meeting) on the website of the Company which can be accessed through the link: [https://hindustantin.biz/Uploads/image/102imguf\\_lsht-iepf2023.pdf](https://hindustantin.biz/Uploads/image/102imguf_lsht-iepf2023.pdf) The said details have also been uploaded on the website of the Ministry of Corporate Affairs and the same can be accessed through the link: [www.mca.gov.in](http://www.mca.gov.in).

Pursuant to the provisions of Section 124(6) of the Companies Act, 2013 read with IEPF Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 which came into force from September 7, 2016 (including any amendment thereto or reenactment thereof for the time being in force), all equity shares in respect of which dividend has not been paid or claimed by the Member(s) for seven consecutive years or more are required to be transferred to the IEPF Authority, a Fund constituted





by the Government of India under Section 125 of the Companies Act, 2013. The Company has communicated individually and also published notice in newspapers on 20th July, 2023 to the concerned Members to claim their unpaid / unclaimed dividend amount(s) and that failure to claim the same would lead to their equity shares being transferred to the IEPF Authority without any further notice. In accordance with the aforesaid IEPF Rules, till date, the Company has transferred shares pertaining to dividends which remained unpaid and unclaimed, being declared for the years 2008-09, 2009-10, 2010-11, 2011-12, 2012-13, 2013-14 and 2014-15 to the IEPF Authority.

The unclaimed dividends and corresponding shares including all benefits accruing on such shares, if any, once transferred to the IEPF Authority can only be claimed back from the IEPF Authority, for which details are available at [www.iepf.gov.in](http://www.iepf.gov.in).

Claim of Unclaimed Dividend, if any, for the financial years 2015-16, 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 & 2021-22 shall be made to the Company or Share Transfer Agent.

13. SEBI vide its notification dated 08/06/2018 has mandated that, except in case of transmission or transposition of securities, requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository. Members holding shares in physical form are therefore requested to dematerialize their share certificates.
14. In compliance with the above stated MCA Circulars and SEBI Circulars, Notice of 65th e- AGM along with the Annual Report 2022-23 is being sent only through electronic mode to those Members whose e-mail address is registered with the Company/ Depository Participants. The Company shall send the physical copy of Annual Report 2022-23 to those Members who request the same at [investorrelations@hindustantin.co.in](mailto:investorrelations@hindustantin.co.in) mentioning their Folio No./DP ID and Client ID. Members may note that the said Notice and Annual Report will also be available on the Company's website – <https://www.hindustantin.biz> and website of the Stock Exchanges i.e. BSE Ltd. [www.bseindia.com](http://www.bseindia.com).
15. The Company has sent individual letters to all the Members holding shares of the Company in physical form for furnishing their PAN, KYC details and Nomination pursuant to SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021 in Form ISR-1. The Form ISR-1 is also available on the website of the Company at <https://www.hindustantin.biz> Attention of the Members holding shares of the Company in physical form is invited to go through and submit the said Form ISR – 1.
16. Members may please note that SEBI vide its Circular No. SEBI/ HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated January 25, 2022 has mandated the Listed Companies to issue securities in demat form only while processing service requests viz. Issue of duplicate securities certificate; claim from Unclaimed Suspense Account; Renewal/ Exchange of securities certificate; Endorsement; Sub-division/ Splitting of securities certificate; Consolidation of securities certificates/ folios; Transmission and Transposition. Accordingly, Shareholders are requested to make service requests by submitting a duly filled and signed Form ISR – 4, the format of which is available on the Company's website at <https://www.hindustantin.biz> and on the website of the Company's RTA [www.beetalfinancial.com](http://www.beetalfinancial.com)

It may be noted that any service request can be processed only after the folio is KYC compliant. SEBI vide its notification dated January 24, 2022 has mandated that all requests for transfer of securities including transmission and transposition requests shall be processed only in dematerialized form. In view of the same and to eliminate all risks associated with physical shares and avail various benefits of dematerialisation, Members are advised to dematerialise the shares held by them in physical form. Members can contact the Company or RTA, for assistance in this regard.

17. Members are requested to intimate changes, if any, pertaining to their name, postal address, e-mail address, telephone / mobile numbers, PAN, registering of nomination, power of attorney registration, Bank Mandate details, etc., to their DPs in case the shares are held in electronic form and to the RTA in prescribed Form ISR-1 and other forms pursuant to SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/



- CIR/2021/655 dated November 3, 2021. Further, Members may note that SEBI has mandated the submission of PAN by every participant in securities market.
18. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any Member as soon as possible. Members are also advised to not leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified from time to time.
  19. Members desirous of asking any question at the Annual General Meeting are requested to send their question so as to reach the Company between 21st September, 2023 to 23rd September 2023 on or before 5.00 pm on the email id [investorrelations@hindustantintin.co.in](mailto:investorrelations@hindustantintin.co.in) so that the same can be suitably addressed.
  20. 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.
  21. Appointment of Directors: At the ensuing Annual General Meeting, Mr. Prit Pal Singh retires by rotation and seeks reappointment.
  22. The relevant Registers & other documents referred to in the accompanying Notice and in the Explanatory Statements are open for inspection by the members at the Company's Registered Office on all working days during business hours up to the date of the meeting.
  23. Pursuant to the provisions of Section 108 of the Companies Act, 2013 and other applicable provisions, if any, of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, and Regulation 44 of SEBI Listing Regulations read with circular of SEBI on e-Voting Facility provided by Listed Entities, dated December 9, 2020, the Company is providing to its Members facility to exercise their right to vote on resolutions proposed to be passed at the AGM by electronic means ("e-voting"). Members may cast their votes remotely, using an electronic voting system on the dates mentioned herein below ("remote e-voting"). Further, the facility for voting through electronic voting system will also be made available at the Meeting ("Insta Poll") and Members attending the Meeting who have not cast their vote(s) by remote e-voting will be able to vote at the Meeting through Insta Poll.
  24. The Company has entered into an agreement with Central Depository Services (India) Limited (CDSL) for facilitating voting through electronic means, as the authorized e-Voting's agency. The facility of casting votes by a member using remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.
  25. Members may note that the Income Tax Act, 1961, as amended by the Finance Act, 2020, mandated that dividends paid or distributed by a Company after April 1, 2020 shall be taxable in the hands of the Members. The Company shall therefore be required to deduct Tax at Source (TDS) at the time of dividend payment. In order to enable us to determine the appropriate TDS rate as applicable, Members are requested to submit the documents in accordance with, the provisions of the Income Tax Act, 1961 within the time prescribed by the Company. Members are also requested to ensure that their PAN and Bank details are registered with the RTA for the purpose of dividend.
  26. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Companies Act, 2013.
  27. Mr. Vinod Kumar Gupta, Practicing Company Secretary (M No. 2148) has been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
  28. The Chairman/Company Secretary shall formally propose to the members participating through VC/OAVM facility to vote on the resolutions as set out in the notice of the 65th e-AGM and announce the start of the casting of vote through the e-voting system of beetal.