

26th Annual Report
2020-2021



JOINDRE CAPITAL SERVICES LTD

JOINDRE CAPITAL SERVICES LIMITED

MEMBERSHIP

BSE LTD.

NATIONAL STOCK EXCHANGE OF INDIA LTD.

DEPOSITORY PARTICIPANT

CENTRAL DEPOSITORY SERVICES (I) LTD.

SUBSIDIARY COMPANY

JOINDRE COMMODITIES LTD.

MEMBERSHIP

NATIONAL COMMODITY & DERIVATIVES EXCHANGE LIMITED

MULTI COMMODITY EXCHANGE OF INDIA LIMITED



26th ANNUAL GENERAL MEETING

Date : 28th August, 2021
 Day : Saturday
 Time : 10.00 A.M.
 Book Closure : 22nd August, 2021
 Date To
 28th August, 2021
 (Both days inclusive)

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BOARD OF DIRECTORS

Anil Mutha	Chairman
Dinesh Khandelwal	Whole-time Director
Paras Bathia	Whole-time Director
Subhash Agarwal	Whole-time Director
Sunil Jain	Whole-time Director
Jeha Sanjay Shah	Independent Director
Ravi Sant Jain	Independent Director
Sanjay Jain	Independent Director
Sonali Chaudhary	Independent Director
Veepin Thokal	Independent Director

COMPANY SECRETARY

Vijay Pednekar

CHIEF FINANCIAL OFFICER

Pramod Surana

AUDITORS

S. Rakhecha & Co.
 Chartered Accountants

BANKERS

Bank of India
 HDFC Bank Ltd.
 IDBI Bank Ltd.
 IndusInd Bank Ltd.

SHARE TRANSFER AGENTS

Link Intime India Pvt. Ltd.
 C-101,247 Park, L.B.S. Marg, Vikhroli (W),
 Mumbai - 400083
 Tel. No. : 022-49186270 Fax No. : 022-49186060
 e-mail : rnt.helpdesk@linkintime.co.in

REGISTERED OFFICE

32, Raja Bahadur Mansion,
 Ground Floor, Opp. Bank of Maharashtra,
 Mumbai Samachar Marg,
 Fort, Mumbai - 400023.
 Tele No.: 022-40334720, Fax No.: 022-40334721

ADMINISTRATIVE OFFICE

Botawala Building, 2nd Floor,
 11/13, Horniman Circle,
 Fort, Mumbai - 400023.
 Tel No.: (022) 40334567, Fax No.: 40334568
 Website : www.joindre.com



NOTICE

Notice is hereby given that the Twenty-sixth Annual General Meeting of the Shareholders of **JOINDRE CAPITAL SERVICES LIMITED** will be held on Saturday, 28th August, 2021 at 10.00 A.M. through Video Conferencing (VC)/ Other Audio Visual Means (OAVM) facility to transact the following business:

ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Standalone Financial Statement of the Company for the financial year ended 31st March, 2021 and the Report of the Board of Directors and the Auditors thereon.
2. To receive, consider and adopt the Audited Consolidated Financial Statement of the Company for the financial year ended 31st March, 2021 and the report of the Auditors thereon.
3. To declare dividend on Equity Shares.
4. To appoint a Director in place of Mr. Sunil Jain (DIN 00025926), who retires by rotation and being eligible, offers himself for re-appointment.
5. To appoint a Director in place of Mr. Anil Mutha (DIN 00051924), who retires by rotation and being eligible, offers himself for re-appointment.

By Order of the Board

Place : Mumbai

Vijay Pednekar

Date : June 29, 2021

Company Secretary

Registered Office:

32 Raja Bahadur Mansion, Ground Floor,
Opp. Bank of Maharashtra,
Mumbai Samachar Marg,
Fort, Mumbai - 400 023.

NOTES :

1. The Company's Statutory Auditors, M/s. S. Rakhecha & Co., Chartered Accountants were appointed as Statutory Auditors of the Company for a period of 5 (Five) years from 2019-20 to 2023-24 at the 24th Annual General Meeting held on 24th August, 2019 on the remuneration to be determined by the Board of Directors. Pursuant to the amendment made by the Companies (Amendment) Act, 2017, effective from 07th May, 2018, it is no longer necessary to seek the ratification of the shareholders for continuance of the above appointment. Hence, the Company is not seeking the ratification of the shareholders for the appointment of the Statutory Auditors.
2. In view of continued Covid 19 pandemic, the Ministry of Corporate Affairs vide its circular No. 02/2021 dated 13-01-2021 read with circular no. 17 / 2020 dated 13th April, 2020 and circular no. 20/2020 dated 5th May, 2020 (collectively MCA Circulars) permitted companies

to conduct Annual General Meeting through Video Conferencing (VC) or other audio visual means (OAVM), without the physical presence of the members at a common venue subject to compliance of various conditions mentioned therein. In compliance with the MCA Circulars and applicable provisions of Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the 26th Annual General Meeting of the Company is being convened and conducted through VC/OAVM, hereinafter called as "e-AGM".

3. The Company has enabled the Members to participate at the 26th Annual General Meeting through the VC/OAVM facility provided by M/s. Link Intime India Pvt. Ltd., The instructions for participation by Members are given in the subsequent paragraphs. The participation at the Annual General Meeting through VC/OAVM shall be allowed on a first come first served basis. Upto 1000 members can join the e-AGM on "first-come first-served basis". The Members can join 15 minutes before the scheduled time of the commencement of the Meeting by following the procedure mentioned in the notice.

No restrictions on account of "first-come first-served basis" entry into e-AGM in respect of large shareholders (shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairperson of the Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, Auditors etc.

4. In addition to the above, the proceedings of the 26th Annual General Meeting will be web-cast live for all the shareholders as on the cut-off date i.e. Saturday, 21st August, 2021. The shareholders can visit <https://instameet.linkintime.co.in> and login through existing user id and password to watch the live proceedings of the 26th AGM on Saturday, 28th August, 2021 from 10.00 AM IST onwards.
5. As per the provisions under the MCA Circulars, Members attending the e-AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
6. The Company has provided the facility to Members to exercise their right to vote by electronic means both through remote e-voting and e-voting during the Annual General Meeting. The process of remote e-voting with necessary user id and password is given in the subsequent paragraphs. Such remote e-voting facility is in addition to voting that will take place at the 26th Annual General Meeting being held through VC/OAVM.
7. Members joining the meeting through VC/OAVM, who have not already cast their vote by means of remote e-voting, shall be able to exercise their right to vote through e-voting at the Annual General Meeting. The



Members who have cast their vote by remote e-voting prior to the Annual General Meeting, may also join the Annual General Meeting through VC but shall not be entitled to cast their vote again.

8. The Company has appointed Mr. Pradip Shah, Partner of M/s P. P. Shah & Co, failing him, Mr. Punit Shah, Partner of M/s P. P. Shah & Co., Practicing Company Secretaries to act as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner
9. As per the Companies Act, 2013, a Member entitled to attend and vote at the Annual General Meeting is entitled to appoint a proxy to attend and vote on his/her behalf. Since the 26th Annual General Meeting is being held through VC/OAVM as per the MCA Circulars, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be made available for the e-AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
10. Body Corporate/Institutional Members are required to access the link <https://instavote.likintime.co.in> and upload a certified copy of the Board resolution/authority letter/power of attorney etc together with attested specimen signature of the duly authorised representative in PDF format, authorizing representative to attend the Annual General Meeting through VC/OAVM and vote on their behalf through e-voting. The said resolution/authorisation shall together with attested specimen signature of authorized representative in pdf format be sent to the scrutinizer by email at shahpradics@gmail.com with copy marked to info@joindre.com.
11. 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.
12. In compliance with the aforesaid MCA Circulars and SEBI Circular the Notice of Annual General Meeting, Annual Report are being sent in electronic mode to Members whose e-mail IDs are registered with the Company or the Depository Participant(s). Members may please note that the notice and the Annual Report-2020-21 will also be available on the website of the Company i.e. www.joindre.com; on the website of BSE Limited i.e. www.bseindia.com and on the RTA website <http://instameet.likintime.co.in>
13. The Register of Members and Share Transfer Register of the Company will remain closed from Sunday, 22nd August, 2021 to Saturday, 28th August, 2021 both the days inclusive for determining the names of members eligible for dividend on equity shares, if declared at the Annual General Meeting.
14. After the declaration of the dividend at the Annual General Meeting, the same will be paid, subject to

deduction of Tax at source, on or before 7th September, 2021 to those members:

- a) whose names appear as member in the Register of Members of the Company after giving effect to valid share transfer in physical form logged with the Company/Registrar and Share Transfer Agents on or before 21st August, 2021.
 - b) whose names appear as Beneficial Owners in the List of Beneficial Owners at the close of business hours on 21st August, 2021 furnished by National Securities Depository Limited and Central Depository Services (India) Ltd. for this purpose.
15. In accordance with the provisions of Section 124(5) and 125 of the Companies Act, 2013 and the Investor Education and Protection Fund (Accounting, Audit, Transfer and Refund) Rules, 2016, the Company has been transferring the Unpaid/Unclaimed Dividend to the IEPF on due dates. During the financial year under review the Company did not have any amounts which were required to be transferred to IEPF.
- During the financial year 2021, the Company transferred 41, 236 equity shares of the face value of Rs. 10 each in respect of 91 shareholders to the Demat Account of the IEPF Authority held with CDSL. The Shareholders whose dividend/shares is/will be transferred to the IEPF Authority may claim the shares/dividend by making an application to the IEPF Authority by following the due procedure as detailed in the IEPF Rules.
16. The members are requested to:
- a) Intimate changes, if any, in their Registered address to the Registrar and Transfer Agents of the Company.
 - b) Quote ledger folio numbers in all their correspondence.
 - c) Get the multiple folios consolidated and also get the shares transferred in joint names if they are held in single name to avoid inconvenience in future.
 - d) Write at least 10 days prior to the date of Meeting, any information which they desire on the accounts, to enable the management to keep the information ready. Members may also email their queries at the email address : info@joindre.com
17. The facility for making nominations is available for shareholders, in respect of the shares held by them. Nomination forms can be obtained from Depository Participants (DPs) in respect of their holdings in electronic form and from the Company's Registrar and Transfer Agent in respect of their holding in physical form.



18. Information required under Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, and Secretarial Standard 2 on General Meeting relating to documents and information to the Shareholders with respect to appointment of new Directors or re-appointment of the Directors is as under:

Name of the Director	Anil Mutha	Sunil Jain
DIN	00051924	00025926
Date of Birth	03-11-1960	28-05-1965
Nationality	Indian	Indian
Date of appointment on Board	21-03-1995	10-05-1995
Qualification	B.Com.;A.C.A., LL.B., M. Com., A.I.C.W.A.	B.Com., F.C.A.
Expertise in specific functional area	33 years experience in capital market	28 years experience in capital market
Shareholdings in Joindre Capital Services Ltd.,	1771000	470160
Directorship (excluding foreign, private and Section 8 Companies)	N.A	N.A
Committee Memberships	Nil	Stakeholders Relationship Committee, Risks Management Committee
Relationship between the Board Member	There is no inter-se relationship between the Board Members	There is no inter-se relationship between the Board Members

19. All the shareholders are requested to register their E-Mail ID with the Company's Share Transfer Agents M/s. Link Intime Private Limited for receiving all communications including Annual Report, Notices, and Circulars etc. electronically.

20. The Securities and Exchange Board of India ('SEBI') has made it mandatory for all companies to use the bank account details furnished by the Depositories and the bank account details maintained by the RTA for payment of dividend to Members electronically. The Company has extended the facility of electronic credit of dividend directly to the respective bank accounts of the Member(s) through Electronic Clearing Service (ECS)/National Electronic Clearing Service (NECS)/Real Time Gross Settlement (RTGS)/ Direct Credit etc.

In order to receive the dividend without loss of time, the Members holding shares in physical form are requested to submit particulars of their bank accounts along with the original cancelled cheque bearing the name of the Member to RTA/Company to update their bank account details and all the eligible shareholders holding shares in demat mode are requested to update with their respective DPS, their correct Bank Account Number, including 9 Digit MICR Code and 11 digit IFSC Code, E-Mail ID and Mobile No(s). Shareholders holding shares in physical form may communicate these details to the RTA viz. M/s. Link Intime India Private Limited, C-101, 247 Park, L. B. S. Marg, Vikhroli (West), Mumbai - 400 083, by

quoting the reference folio number and attaching photocopy of the cheque leaf of their active bank account and a self-attested copy of their Permanent Account Number ('PAN') card. This will facilitate the remittance of the dividend amount as directed by SEBI in the bank account electronically.

The Company or RTA cannot act on any request received directly from the Members holding shares in demat form for any change of bank particulars. Such changes are to be intimated only to the DPS of the Members. Further, instructions, if any, already given by them in respect of shares held in physical form will not be automatically applicable to shares held in electronic mode.

In view of Covid 19 pandemic, the Ministry of Corporate Affairs vide its circular no. 20 / 2020 dated 5th May, 2020 has clarified that in case the Company is unable to pay dividend to any shareholder by electronic mode, due to non-availability of the details of bank account, the Company shall upon normalization of postal services, dispatch the dividend warrant/ cheque to such shareholder by post. Accordingly, the dividend warrants/cheque will be dispatched to such shareholders upon normalization of postal services/ courier services.

21. The Securities 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 details to the Share Transfer Agents M/s. Link Intime India Pvt. Ltd.

22. Members may please note that SEBI has made PAN as the sole identification number for all participants transacting in the securities market, irrespective of the amount of such transactions. Members may please note that SEBI has also made it mandatory for submission of PAN in the following cases, viz.
- (i) Deletion of name of the deceased shareholder(s),
 - (ii) Transmission of shares to the legal heir(s) and
 - (iii) Transposition of shares.

23. Members are requested to:

i) Register their 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, log in details for e-voting are being sent on the registered email address.

The company has made arrangement with Link Intime for registration of email, bank account mandate etc.

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

- a) Kindly log in to the website of our RTA, Link Intime India Private Ltd., www.linkintime.co.in under Investor Services > Email/Bank detail Registration - fill in the details and upload the required documents and submit.
- 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.
- ii) Members may avail themselves of the facility of nomination in terms of Section 72 of the Companies Act, 2013 by nominating in the prescribed form a person to whom their shares in the Company shall vest in the event of their death. Members holding shares in physical form may obtain the Nomination forms from the Company's Registrar and Share Transfer Agents and Members holding shares in electronic form may obtain the Nomination forms from their respective Depository Participant(s).

24. Voting through electronic means

- i) In compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Rules 2015 and the Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, and the circulars issued by Ministry of Corporate Affairs dated 8th April, 2020, 13th April and 5th May 2020, the Company is pleased to provide members, the facility to exercise their right to vote on resolutions proposed to be considered at the 26th Annual General Meeting (AGM) by electronic means and the business may be transacted through e-voting services. The facility of casting votes by the member using electronic voting system from a place other than venue of the AGM (remote e-voting) will be provided by M/s Link Intime India Pvt. Ltd.

Pursuant to SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9-12-2020 on "e-voting facility provided by Listed Companies", e-voting process has been enabled for all the individual demat account holders, **by way of single login credential**, through their demat accounts/website of Depositories/ DPs in order to increase the efficiency of the voting process. Individual demat account holders would be able to cast their vote without having to register again with the e-voting service provider (ESP) thereby not only facilitating seamless authentication but also ease and convenience of participating in e-voting process.

- ii) The remote e-voting period commences on **Wednesday, 25th August, 2021 (10:00 a.m. IST)** and ends on **Friday, 27th August, 2021 (5:00 p.m. IST)**. During this period, the shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of **Saturday, 21st August, 2021** may cast their vote electronically. The remote e-voting module shall be disabled by Link Intime India Private Limited, e-voting platform for voting thereafter.
- iii) The Members, whose names appear in the Register of Members / list of Beneficial Owners as on Saturday, 21st August, 2021, being the cut-off date, are entitled to vote on the Resolutions set forth in this Notice.
- iv) The Members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.



- v) The facility for e-voting at the AGM will be available and the Members attending the meeting who have not cast their vote by remote e-Voting shall be able to exercise their right at the meeting through e-voting.
- vi) The Board of Directors has appointed Mr. Pradip Shah, Partner, failing him, Mr. Punit Shah, Partner of M/s P. P. Shah & Co., Practicing Company Secretaries as a Scrutinizer to scrutinize the voting process in a fair and transparent manner
- vii) The Scrutinizer shall, immediately after the conclusion of voting at the annual general meeting, would first unblock the e-voting at the meeting, thereafter unblock the votes cast through remote e-voting and make within a period not exceeding two (2) days from the conclusion of the meeting, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any and submit forth with to the Chairman of the Company or a person authorized by him in writing who shall countersign the same.
- viii) The results declared along with the Scrutinizer's Report shall be placed on the Company's website www.joindre.com and on the website of Link Intime India Private Limited, immediately after the result is declared. The Company shall simultaneously forward the results to BSE Limited ("BSE"), where the shares of the Company are listed.
- ix) The Resolution shall be deemed to be passed on the date of AGM i.e. August 28, 2021 subject to receipt of sufficient votes.

The instructions for shareholders voting electronically and joining the AGM are as under:

The Login method for Individual shareholders holding securities in demat mode/physical mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL	<ul style="list-style-type: none"> ● 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. ● 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 & voting during the meeting. ● If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select "Register Online for IDeAS "Portal or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp ● Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ 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 held 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.
Individual Shareholders holding securities in demat mode with CDSL	<ul style="list-style-type: none"> ● 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 https://web.cdslindia.com/myeasi/home/login or www.cdslindia.com and click on New System Myeasi. ● After successful login of Easi / Easiest the user will be also able to see the E Voting 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.



Type of shareholders	Login Method
	<ul style="list-style-type: none"> ● If the user is not registered for Easi/Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration and proceed with completing required fields. ● 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 & 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.
<p>Individual Shareholders (holding securities in demat mode) & login through their depository participants</p> <p>Individual Shareholders holding securities in Physical mode & evoting service Provider is LINKINTIME.</p>	<ul style="list-style-type: none"> ● You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. ● Once logged in, 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 & voting during the meeting. <ol style="list-style-type: none"> 1. Open the internet browser and launch the URL: https://instavote.linkintime.co.in ➤ Click on "Sign Up" under 'SHARE HOLDER' tab and register with your following details: - <ul style="list-style-type: none"> A. User ID: Shareholders/ members holding shares in physical form shall provide Event No + Folio Number registered with the Company. B. 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. C. DOB/DOI: Enter the Date of Birth (DOB) / Date of Incorporation (DOI) (As recorded with your DP / Company - in DD/MM/YYYY format) D. 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 ➤ Set the password of your choice (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). ➤ Click "confirm" (Your password is now generated). 2. Click on 'Login' under 'SHARE HOLDER' tab. 3. Enter your User ID, Password and Image Verification (CAPTCHA) Code and click on 'Submit'. 4. After successful login, you will be able to see the notification for e-voting. Select 'View' icon. 5. E-voting page will appear. 6. Refer the Resolution description and cast your vote by selecting your desired option 'Favour / Against' (If you wish to view the entire Resolution details, click on the 'View Resolution' file link). 7. 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.



Institutional shareholders:

Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on the e-voting system of LIPL at <https://instavote.linkintime.co.in> 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, have forgotten the password:

- o Click on '**Login**' under '**SHARE HOLDER**' tab and further Click '**forgot password?**'
- o Enter **User ID**, select **Mode** and Enter Image Verification (CAPTCHA) Code and Click on '**Submit**'.
- In case shareholders/members are 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 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 e-voting, they may refer the **Frequently Asked Questions ('FAQs')** and **InstaVote e-Voting manual** available at <https://instavote.linkintime.co.in>, under **Help** section or send an email to enotices@linkintime.co.in or contact on: - Tel: 022 – 4918 6000.

Instructions for Shareholders/Members to attend the Annual General Meeting through Insta Meet:

The instructions for Shareholders/Members to attend the Annual General Meeting through InstaMeet (VC/OAVM) are as under:

Shareholders/Members are entitled to attend the Annual General Meeting through VC/OAVM provided by Link Intime by following the below mentioned process. Facility for joining the Annual General Meeting through VC/OAVM shall open 15 minutes before the time scheduled of the Annual General Meeting and will be