



# **ANNUAL REPORT**

## **2021-22**

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## Dear Shareholders,

Maan Aluminium has delivered strong operating performance in FY21-22 with relentless focus on improved productivity and cost discipline across all operations that enables us to deliver strong earnings. As a result, your company strengthened its ability to withstand volatility in the tough and challenging commodity market during the year.

These challenges were met head-on with our new and strong management team and operation personal, taking on the challenges and ensuring we deliver timely and effectively on a day-to-day basis.

During the year, we as a nation have also seen various challenges which have impact us directly or indirectly, from the ups and down with the pandemic, extreme environment temperatures, the war between Russia-Ukraine, markets hitting record highs and cooling off and the commodities cycle where Aluminium prices on the London Metal Exchange (LME) rose to a record high of \$3691.50 a tonne, despite all odds we as a company have managed to deliver a strong performance and ensured we maximize shareholder value.

Our revenue from operations had a substantial increase in FY21-22 of ₹572.29 crores verses FY20-21 of ₹402.87 crores. Also reporting the best profitability within the history of the company we have seen a significant improvement in FY21-22 of ₹29.75 crores verses FY20-21 of ₹19.87 crores.

During the year the company has also rewarded the shareholders with a dividend and also a 1:1 bonus. Keeping up with our efforts to create and increase shareholder value our EPS has moved up significantly from ₹10.94 in FY20-21 to ₹16.26 in FY21-22.

Moving ahead we see tremendous growth potential in India and in the aluminium industry. With India's GDP forecasted for FY23 at 7.2% we see the overall market will improve. The current per capita consumption of aluminium in India is at 2.5 kg compared to other developed nations at 11 kgs, we feel the there is a huge gap and there is very high potential for growth in the aluminium industry.

At Maan, we look forward to FY22-23 as a very exciting year ahead. We remain committed to deliver value for the shareholders, communities and other stakeholders. I commend my team and everyone at Maan for their commitment, dedication and sheer hard work which is indeed an inspiration.

Sincerely

Ravinder Nath Jain  
Chairman & Managing Director

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## Corporate Information:

- ➔ **Chairman & Managing Director**  
Mr. Ravinder Nath Jain
- ➔ **Executive Director**  
Mr. Ashish Jain
- ➔ **Promoter Director (Women Director)**  
Ms. Priti Jain
- ➔ **Director and Chief Executive officer**  
Mr. Viksit Chadha
- ➔ **Independent Directors**  
Mr. Rajesh Jain  
Mr. Ashok Jain  
Mr. Amit Jain  
Mr. Suresh Chander Malik  
Mr. Rajpal Jain
- ➔ **Company Secretary & Chief Financial Officer**  
Sandeep Kumar Agarwal
- ➔ **Statutory Auditors**  
M/s. M A K & Associates, Chartered Accountants
- ➔ **Cost Auditors**  
Mr. Vivek Bothra, Cost Accountants
- ➔ **Banker(s)**  
HDFC Bank Ltd.
- ➔ **Registered Office**  
4/5, 1st Floor, Asaf Ali Road, New Delhi – 110002  
CIN: L30007DL2003PLC214485  
Telephone: 011-40081800-30  
Email : [info@maanaluminium.in](mailto:info@maanaluminium.in)  
Website: [www.maanaluminium.com](http://www.maanaluminium.com)
- ➔ **Plant**  
Plot No. 67, 68-A & 75, Sector 1, Pithampur Industrial Area,  
Pithampur  
Dist.: Dhar (M.P.), Ph.: 07292-472500
- ➔ **Registrar and Share Transfer Agent**  
M/s. Link Intime India Pvt. Limited  
Noble Heights, 1st Floor, Plot NH 2, C-1 Block LSC,  
Near Savitri Market Janak Puri, New Delhi-110058  
Phone : +91 11 4941 1000; Fax : +91 11 4141 0591  
Email : [delhi@linkintime.co.in](mailto:delhi@linkintime.co.in)
- ➔ **Investor Helpdesk**  
Phone : +91-11-4941 1000;  
Email : [info@maanaluminium.in](mailto:info@maanaluminium.in), [delhi@linkintime.co.in](mailto:delhi@linkintime.co.in)
- ➔ **Audit Committee**  
Mr. Rajesh Jain-Chairman  
Mr. Ashish Jain-Member  
Mr. Amit Jain- Member
- ➔ **Nomination and Remuneration Committee**  
Mr. Rajesh Jain-Chairman  
Mr. Ashok Jain-Member  
Mr. Amit Jain-Member
- ➔ **Stakeholders' Relationship Committee**  
Mr. Rajesh Jain-Chairman  
Mr. Ashish Jain-Member  
Mr. Amit Jain- Member
- ➔ **Corporate Social Responsibility Committee**  
Mr. Suresh Chandra Malik-Chairman  
Mr. Ashish Jain-Member  
Ms. Priti Jain-Member

## Notice

Notice is hereby given that the **Nineteenth Annual General Meeting (19<sup>th</sup> AGM)** of the Members of Maan Aluminium Limited is scheduled to be held on Friday, July 29, 2022 at 3.00 P.M. IST through Video Conferencing (VC)/ Other Audio Visual Means (OAVM) to transact the following business:

### Ordinary Business:

1. To receive, consider and adopt the Audited Balance Sheet as at 31<sup>st</sup> March, 2022, Statement of Profit & Loss Account and Cash Flow Statement for the year ended on that date and the Reports of the Board of Directors and the Auditors thereon.
2. To confirm the payment of interim dividend of ₹ 1 per equity share of face value of ₹ 10 each already paid as final dividend for the financial year ended 31 March 2022.
3. To appoint a director in place of Mrs. Priti Jain (DIN No. 01007557) who retires from the office by rotation and being eligible, offers herself for re-appointment.

“RESOLVED THAT Mrs. Priti Jain (DIN No. 01007557) who retires by rotation from the Board of Directors pursuant to the provisions of Section 152 of the Companies Act, 2013 and as per the Company's Articles of Association be and is hereby re-appointed as the Director of the Company.”

### Special Business:

4. To fix remuneration of M/s Vivek Bothra, Cost Accountant (Membership No. 16308) the Cost Auditor of the Company and in this regard 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 148 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014, including any statutory modification(s) or re-enactment thereof for the time being in force, M/s Vivek Bothra, Cost Accountant (Membership No. 16308), appointed as Cost Auditors, by the Board of Directors of the Company, to conduct the audit of the cost accounting records of the “Aluminium” manufactured by the Company for the financial year ending March 31, 2023, consent of the members of the Company be and is hereby accorded for payment of remuneration amounting to ₹ 90,000/- (Rupees Ninety thousand only) excluding service tax and out of pocket expenses, if any;

FURTHER RESOLVED THAT any Director or Key Managerial Personnel of the Company be and is hereby severally authorized to settle any question, difficulty, doubt that may arise in respect of the matter aforesaid and further to do all such acts, deeds, matters and things as may be necessary, proper, desirable or expedient to give effect to this resolution.”

5. To re-appoint Mr. Ravinder Nath Jain (DIN: 00801000) as Chairman and Managing Director and in this regard, to consider and if thought fit, to pass, with or without modification(s) the following resolution as a Special Resolution:

“RESOLVED THAT pursuant to the provisions of Sections 2(54), 2(78), 196, 197 & 203 read with Schedule V and other applicable provisions, if any, of the Companies Act, 2013 (“the

Act”), The Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any statutory modifications or re-enactment(s) thereof for the time being in force), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time and pursuant to Article of the Articles of Association of the Company, the consent of the member be and is hereby accorded for re-appointment and remuneration of Mr. Ravinder Nath Jain (DIN: 00801000), as the Chairman & Managing Director of the Company for a period of three years with effect from April 01, 2022 to 31st March, 2025, upon terms and conditions as recommended by the nomination and remuneration committee duly approved by Board.

The broad particulars of remuneration payable to and the terms of the appointment of Mr. Ravinder Nath Jain during his tenure as Chairman and Managing Director are as under:

### Terms and Conditions of appointment:

- A. Period: 3 Years w.e.f. 1st April, 2022 with the liberty to either party to terminate the appointment on three months' notice in writing to the other.

### B. Remuneration:

- (a) Basic Salary ₹ 60,21,372/- (Rupees Sixty Lakhs Twenty One Thousand Three Hundred Seventy Two and Paise Zero Only) per annum with such increments as the Board may decide from time to time, subject however to a ceiling of ₹ 1,80,00,000/- (Rupees One Crore Eighty Lakhs Zero and Paise Zero Only) per annum as Basic Salary.
- (b) Special Allowance ₹ 60,00,000/- (Rupees Sixty Lakhs Zero and Paise Zero Only) per annum with such increments as the Board may decide from time to time, subject however to a ceiling of ₹ 1,80,00,000/- (Rupees One Crore Eighty Lakhs Zero and Paise Zero Only) per annum. This allowance however, will not be taken into account for the calculation of benefits such as Provident Fund, Gratuity, Superannuation and Leave encashment and this can be paid monthly/quarterly/annually.
- (c) Incentive Pay: Linked to the achievement of targets, as may be decided by the Board from time to time, subject to a maximum of ₹ 5,00,00,000/- (Rupees Five Crore only) per annum and this can be paid monthly/quarterly/annually.
- (d) Long-term Incentive Compensation (LTIC) including Employee Stock Option, Restricted Stock Units, Stock Appreciation Rights, Phantom Restricted Stock Units as per the Scheme applicable to the Executive Directors and/or Senior Executives of the Company and any other Incentives applicable to Senior Executives of the Company, in such manner and with such provisions as may be decided by the Board, considering the above.

### C. Perquisites:



- (a) Housing: Company provided (furnished/ unfurnished) accommodation and/or HRA in lieu of company provided accommodation as per the policy of the Company.
  - (b) House Maintenance: Electricity, gas, water, telephone and other reasonable expenses as per Company policy.
  - (c) Medical Expenses Reimbursement: Reimbursement of all expenses incurred for self and family (including domiciliary and medical expenses), as per Company policy.
  - (d) Medical and Life Insurance: Medical and Life Insurance cover as per Company policy
  - (e) Accidental Insurance: Accidental insurance cover as per Company policy.
  - (f) Leave Travel Expenses: Leave Travel Expenses for self and family in accordance with the policy of Company.
  - (g) Car: Two cars for use on Company's Business as per policy of Company.
  - (h) Other expenses: Entertainment, travelling and all other expenses incurred for the business of the Company as per policy of the Company. Travelling expenses of Spouse accompanying on any official overseas or inland trip will be governed as per the rules of the Company.
  - i) Retirement Benefits: Provident Fund, Superannuation Fund, National Pension Scheme and Gratuity as per policy of the Company. Any other one time / periodic retirement allowances /benefits as may be decided by the Board at the time of retirement.
  - (j) Club Membership: Fees of Corporate club in India (including admission and annual membership fee).
  - (K) Other benefits: Leave and encashment of leave as per policy of the Company.
  - (l) Other Allowances/benefits, perquisites: Any other allowances, benefits and perquisites as per the Rules applicable to the Senior Executives of the Company and/ or which may become applicable in the future and/ or any other allowance, perquisites as the Board from time to time decide.
- D. Subject as aforesaid, the Managing Director shall be governed by such other Rules as are applicable to the Senior Executives of the Company from time to time.
- E. For the purposes of Gratuity, Provident Fund, Superannuation and other like benefits, if any, the service of Mr. Ravinder Nath Jain, Managing Director will be considered as continuous service with the Company from the date of his joining the Maan Aluminium Limited.
- F. The aggregate of the remuneration and perquisites as aforesaid in any financial year shall not exceed the limit from time to time under Sections 197, 198 and other applicable provisions of the Act read with Schedule V thereto or otherwise as may be permissible at law.
- G. Though considering the provisions of Section 188 of the Companies Act 2013, and the applicable Rules thereunder, Mr. Ravinder Nath Jain would not be holding any office or

place of profit by his being a mere director of the Company's subsidiaries/ Joint Ventures, approval be and is hereby granted by way of abundant caution for him to accept the sitting fees/commission paid/payable to other directors for attending meetings of Board(s) of Directors/Committee(s) of subsidiaries/Joint Ventures of the Company.

- H. Mr. Ravinder Nath Jain shall not be subject to retirement by rotation during his tenure as the Managing Director of the Company. So long as Mr. Ravinder Nath Jain functions as the Managing Director, he shall not be paid any fees for attending the meetings of the Board or any Committees(s) thereof of the Company.

**RESOLVED FURTHER THAT** if in any financial year, the Company has no profits or its profits are inadequate, the remuneration, including the perquisites as aforesaid, will be paid to Mr. Ravinder Nath Jain in accordance with the applicable provisions of the Act, and subject to the approval of the Central Government, if required.

**RESOLVED FURTHER THAT** the Board of Directors (which term shall be deemed to include any Committee constituted/to be constituted by the Board) be and is hereby authorized to revise the remuneration and perquisites payable to Mr. Ravinder Nath Jain from time to time, subject to the limits approved by the shareholders.

**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution, directors or key managerial personnel of the Company be and are hereby severally authorized to do all acts, deeds, matters and things as they may in their absolute discretion deem necessary, proper or desirable and to settle any question, difficulty, doubt that may arise in respect of the matter aforesaid and further to do all acts, deeds matters and things as may be necessary, proper or desirable or expedient to give effect to the above resolution."

By order of the Board  
For Maan Aluminium Limited

Date: 20.05.2022  
Place: Pithampur

Ravinder Nath Jain  
Chairman and Managing Director

## Notes:

1. In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs ("MCA") vide its circular Nos.14/2020, 17/2020, 20/2020, 02/2021 and 21/2021 (collectively referred to as "MCA Circulars") issued by the Ministry of Corporate Affairs ("MCA") "and in compliance with the provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), 2015, the Annual General Meeting ("AGM") of the Company is being held " through VC / OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act, 2013 ("Act"), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") and MCA Circulars, the AGM of the Company being conducted through Video Conferencing (VC)/Other Audio-Visual Means (OAVM) hereinafter called as "e-AGM". The proceedings of the AGM will be deemed to be conducted at the Registered Office of the Company which shall be the deemed Venue of the AGM. The detailed procedure for participation in the meeting through VC/OAVM is as per the instructions given below and available at the Company's website [www.maanaluminium.com](http://www.maanaluminium.com)
  2. The relative Explanatory Statements, pursuant to Section 102 of the Act, in respect of the Special Business set out are annexed hereto.
  3. A statement giving additional details of the Director(s) seeking appointment /re-appointment at this AGM of this Notice are annexed herewith as required under Regulation 36(3) of the SEBI Listing Regulations and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India.
  4. 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 through VC / OAVM, physical attendance of Members has been dispensed with in line with the MCA Circulars and the SEBI Circulars. 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.
  5. Institutional/Corporate Shareholders (i.e. other than individuals/HUF, NRI, etc.) ("Body Corporates") are required to send a scanned copy (PDF/JPG Format) of its Board or governing body resolution/Authorisation etc., authorising its representative to attend the AGM through VC/OAVM on its behalf and to vote through remote e- Voting. The said Resolution/Authorisation shall be sent to the Scrutiniser by e-mail through its registered e-mail address at [info@chronicleadvisors.in](mailto:info@chronicleadvisors.in) with a copy marked at [instameet@linkintime.co.in](mailto:instameet@linkintime.co.in).
  6. As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be transferred only in dematerialized form with effect from 1st 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 dematerialized form.
- Members can contact the Company Secretary or Link Intime India Pvt. Ltd., Company's Registrar and Share Transfer Agents ("RTA") for assistance in this regard.
7. In compliance with the Ministry of Corporate Affairs ("MCA") vide its Circular dated 8th April, 2020, 13th April, 2020, 5th May, 2020, 13th January, 2021, 14th December 2021 (collectively referred to as "MCA Circulars") and SEBI vide its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020 and SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021 owing to the difficulties involved in dispatching of physical copies of the financial statements including Board's Report, Auditor's report or other documents required to be attached therewith (together referred to as Annual Report), the Annual Report for Financial year ended on March 31, 2022 and Notice of AGM are being sent in electronic mode to Members whose e-mail address is registered with the Company or the Depository Participant(s). To support the 'Green Initiative', Members who have not yet registered their email addresses are requested to register the same with their DPs in case the shares are held by them in electronic form and with Maan Aluminium Limited in case the shares are held by them in physical form.
  8. Members holding shares in physical form, in identical order of names, in more than one folio are requested to send to the Company or Company's RTA, the details of such folios together with the share certificates for consolidating their holdings in one folio. A consolidated share certificate will be issued to such Members after making requisite changes.
  9. The voting rights of Members shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date of Friday, 22nd July, 2022.
  10. Since the AGM will be held through VC / OAVM, the Route Map of the AGM venue is not annexed to this Notice.
  11. In compliance with the aforesaid MCA and SEBI Circulars, the Notice of the 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 calling AGM alongwith the explanatory statement and Annual Report 2021-22 are available on the website of the Company at [www.maanaluminium.com](http://www.maanaluminium.com) and on the website of RTA at [www.linkintime.co.in](http://www.linkintime.co.in), on the websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com), respectively.
  12. The Members can join the AGM through VC / OAVM 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. It may be noted that the large Shareholders (i.e. Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders' Relationship Committee, Auditors are allowed to attend the AGM without restriction on account of first come first served basis.

13. Members attending the AGM through VC/OVAM shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.

14. Members whose email address are not registered can register the same in the following manner:

- a) Members holding share(s) in physical mode can register their email ID by sending requisite details of their holdings and documents to cs@maanaluminium.in.
- b) Members holding shares in electronic mode are requested to register/update their email ID with their respective Depository Participants "DPs" for receiving all communications from the Company electronically.

15. In terms of Section 72 of the Companies Act, 2013, nomination facility is available to individual shareholders holding shares in the physical form. The shareholders, who are desirous of availing this facility, may kindly write to Company's R & T Agent for nomination form by quoting their folio number.

16. Members seeking any information with regard to the accounts or any matter to be placed at the AGM, are requested to write to the Company. The same will be replied by the Company suitably.

17. To support the 'Green Initiative', Members who have not yet registered their email addresses are requested to register the same with their DPs in case the shares are held by them in electronic form and with RTA in case the shares are held by them in physical form.

18. 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:

- a. Deletion of name of the deceased shareholder(s);
- b. Transmission of shares to the legal heir(s); and
- c. Transposition of shares.

19. The Register of Members and Share Transfer Books of the Company will remain closed from July 23, 2022, to July 29, 2022, (both days inclusive) for the purpose of Annual General Meeting.

20. The Register of Directors' and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013, the Register of Contracts or Arrangements in which the Directors are interested under Section 189 of the Companies Act, 2013 and all other documents referred to in the Notice will be available for inspection in electronic mode.

21. The Company has engaged the services of Link Intime India Private Limited (Registrar and Transfer Agent), as the authorized agency for conducting the e-AGM and providing the e-Voting facility.

22. Details of Director Seeking Appointment or Re-Appointment as required under Regulation 36(3) of The SEBI (Listing Obligation And Disclosure Requirement) Regulations, 2015:

Name of Director	Priti Jain	Ravinder Nath Jain
Director Identification No.	01007557	00801000
Date of Birth	15.05.1983	31.01.1959
Date of first Appointment	10.05.2012	24.12.2009
Terms & conditions of re-appointment	Pursuant to the provisions of section 152, 196 of the Companies Act, 2013 and as per the Company's Articles of Association.	Pursuant to the provisions of section 196 of the Companies Act, 2013 and as per the Company's Articles of Association.
Qualification	Master in Business Administration	Graduate
Experience / Expertise in functional field and brief resume	She has experience of more than 15 years in various field for planning, execution and marketing, finance and accounts	He is management professional with experience in Aluminium & Sales, Marketing, Operation and Finance
No. of Shares held in the Company	704795	6129208
No. of Board Meetings attended during the F.Y. 2021-2022	Attendance in board meeting and other details are given in the Corporate Governance Report, which is part of Annual Report	Attendance in board meeting and other details are given in the Corporate Governance Report, which is part of Annual Report
Details of remuneration last drawn	She has been paid ₹ 36.00 lacs in F.Y. 2021-2022.	He has been paid ₹ 98.00 lacs in F.Y. 2021-2022.
Details of remuneration sought to be paid	Remuneration to be paid as per approval received.	Remuneration to be paid as per details mentioned in the Resolution No. 5 of the Notice
Other Directorships	NIL	NIL



Chairpersonship / Membership of Committees of other Companies	None	None
Relationship with other Directors, Manager and Key Managerial Personnel	Daughter of Mr. Ravinder Nath Jain, Chairman and Managing Director of the company	Father of Mrs. Priti Jain, Director of the company and father in law of Mr. Ashish Jain, Director of the company
Chairpersonship / Membership of Committees of other Companies	None	None

### 23. Unclaimed Dividend:

Shareholders are requested to note that dividends, which are not encashed and remain unpaid / unclaimed for seven years from the date it become due for payment, will be transferred to the Investors Education & Protection Fund (IEPF) established by Central Government as per section 125 of the Companies Act, 2013.

The Company has uploaded the details of unpaid / unclaimed dividend lying with the Company on the website of the Company [www.maanaluminium.com](http://www.maanaluminium.com)

### 24. Shares due to transfer to IEPF :

Equity shares in respect to which dividend has not been encashed for seven consecutive years or more will be required to transfer to Investors Education & Protection Fund (IEPF) pursuant to section 124(6) of the Companies Act 2013. Relevant details in this respect are posted on the Company's website [www.maanaluminium.com](http://www.maanaluminium.com) in investors section. The Company sends communication in this respect to concerned shareholders from time to time as may be necessary. Shareholders are requested to Contact Company or RTA to encash the unclaimed dividend and in case any pending legal disputes, provide certified copy of order from Court / Authority restraining transfer, payment of dividend etc.

### 25. PROCEDURE OF VOTING AT AGM

Members who do not vote by e-voting are entitled to vote at the meeting. Members who have cast their vote by remote e-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again at the meeting.

### 26. E-VOTING FACILITY

Pursuant to the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations), section 108 of the Companies Act, 2013 and Companies (Management and Administration) Rules 2014, the Company is providing the facility to members to exercise their right to vote by electronic means by remote e-voting facility (e-voting) and accordingly business/resolutions as mentioned in the AGM Notice shall be transacted also considering e-voting. Necessary arrangements have been made by the Company with Link Intime India Private Limited through Insta Meet to facilitate e-voting. The Company has appointed M/s. A Abhinav & Associates, Practicing Company Secretary, to act as the Scrutinizer, for conducting the scrutiny of votes cast

electronically, in a fair and transparent manner. The Company may vary the dates as mentioned herein and scrutinizer, if necessary to meet the compliance or if circumstances so warrant. For the purpose of dispatch of this notice, shareholders of the Company holding shares either in physical form or in dematerialized form as on 24th June, 2022 have been considered.

The Members whose names appear in the Register of Members/ list of Beneficial Owners as received from Depositories as on 22th July, 2022 ("cut-off date") are entitled to vote on the resolutions set forth in this Notice. Person who is not a member as on the said date should treat this Notice for information purpose only.

The e-voting period will commence on 26th July, 2022 (9:00 A.M.) and will end on 28th July, 2022 (5:00 P.M.) During the said period, shareholders of the Company, holding shares either in physical form or in dematerialized form, may cast their vote electronically. The e-voting module shall be disabled for voting thereafter.

On submission of the report by the scrutinizer, the result of voting at the meeting and e-voting shall be declared. The Results along with the Scrutinizer's Report shall be placed on the Company's website [www.maanaluminium.com](http://www.maanaluminium.com) and BSE Limited [www.bselimited.com](http://www.bselimited.com) and National Stock Exchange of India Ltd. [www.nseindia.com](http://www.nseindia.com). Result will be declared forthwith on receipt of the Report of the Scrutinizer.

### Process and manner for attending the Annual General Meeting through InstaMeet:

1. Open the internet browser and launch the URL: <https://instameet.linkintime.co.in>
  - ▶ Select the "Company" and 'Event Date' and register with your following details: -
    - A. **Demat Account No. or Folio No:** Enter your 16 digit Demat Account No. or Folio No
      - Shareholders/ members holding shares in CDSL demat account shall provide 16 Digit Beneficiary ID
      - Shareholders/ members holding shares in NSDL demat account shall provide 8 Character DP ID followed by 8 Digit Client ID
      - Shareholders/ members holding shares in physical form shall provide Folio Number registered with the Company
    - B. **PAN:** Enter your 10-digit Permanent Account Number (PAN) (Members who have not updated their PAN with the Depository Participant (DP)/Company shall use the sequence number provided to you, if applicable.
    - C. **Mobile No.:** Enter your mobile number.
    - D. **Email ID:** Enter your email id, as recorded with your DP/Company.
      - ▶ Click "Go to Meeting" (You are now registered for InstaMeet and your attendance is marked for the meeting).

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

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

1. Shareholders who would like to speak during the meeting must register their request 7 days in advance with the company.
2. Shareholders will get confirmation on first cum first basis depending upon the provision made by the client.
3. Shareholders will receive "speaking serial number" once they mark attendance for the meeting.
4. Other shareholder may ask questions to the panellist, via active chat-board during the meeting.
5. Please remember speaking serial number and start your conversation with panellist by switching on video mode and audio of your device.

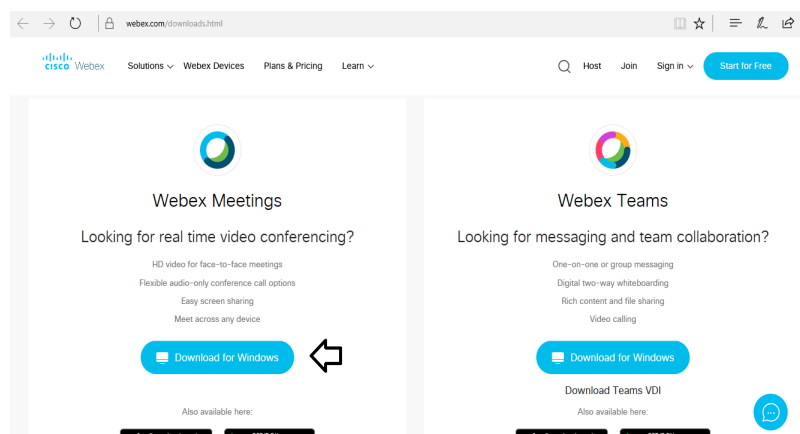
Shareholders are requested to speak only when moderator of the meeting/ management will announce the name and serial number for speaking.

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

Once the electronic voting is activated by the scrutinizer/ moderator during the meeting, shareholders/ members who have not exercised their vote through the remote e-voting can cast the vote as under:

1. On the Shareholders VC page, click on the link for e-Voting "Cast your vote"
2. Enter your 16 digit Demat Account No. / Folio No. and OTP (received on the registered mobile number/ registered email Id) received during registration for InstaMEET and click on 'Submit'.
3. After successful login, you will see "Resolution Description" and against the same the option "Favour/ Against" for voting.
4. Cast your vote by selecting appropriate option i.e. "Favour/ Against" as desired. Enter the number of shares (which represents no. of votes) as on the cut-off date under 'Favour/Against'.

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



5. After selecting the appropriate option i.e. Favour/Against as desired and you have decided to vote, click on "Save". A confirmation box will be displayed. If you wish to confirm your vote, click on "Confirm", else to change your vote, click on "Back" and accordingly modify your vote.
6. Once you confirm your vote on the resolution, you will not be allowed to modify or change your vote subsequently.

Note: Shareholders/ Members, who will be present in the Annual General Meeting through InstaMeet facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting facility during the meeting. Shareholders/ Members who have voted through Remote e-Voting prior to the Annual General Meeting will be eligible to attend/ participate in the Annual General Meeting through InstaMeet. However, they will not be eligible to vote again during the meeting.

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

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

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

In case shareholders/ members have any queries regarding login/ e-voting, they may send an email to [instameet@linkintime.co.in](mailto:instameet@linkintime.co.in) or contact on: - Tel: 022-49186175.

#### Guidelines to attend the AGM proceedings of Link Intime India Pvt. Ltd.: InstaMEET

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