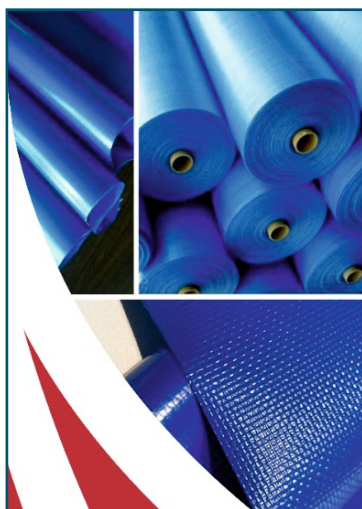




MAHALAXMI RUBTECH LIMITED



**31<sup>ST</sup>**  
**ANNUAL**  
**REPORT**  
**2021-22**





## MAHALAXMI RUBTECH LIMITED

CIN: L25190GJ1991PLC016327

### CORPORATE INFORMATION

#### BOARD OF DIRECTORS

Shri Jeetmal B. Parekh	(DIN: 00512415)	Chairman Non-Executive-Non-Independent Director
Shri Rahul J. Parekh	(DIN: 00500328)	Managing Director
Shri Anand J. Parekh	(DIN: 00500384)	Jt. Managing Director
Smt. Sangita S. Shingi	(DIN: 06999605)	Non-Executive-Independent Director
Shri Chirag Y. Shah(Upto 01.04.2021)	(DIN: 00570434)	Non-Executive-Independent Director
Shri Nirmal D. Desai(Upto 01.04.2021)	(DIN: 08534754)	Non-Executive-Independent Director
Shri Balveermal K. Singhvi(W.e.f. 01.04.2021)	(DIN: 05321014)	Non-Executive-Independent Director
Km. Prinsa J. Prajapati(From 31.05.2021 to 30.05.2022)	(DIN: 09185859)	Non-Executive-Independent Director
Shri Nehal M. Shah(W.e.f. 01.10.2021)	(DIN: 00020062)	Non-Executive-Independent Director

#### GROUP PRESIDENT & CFO

Shri Rajendra R. Mehta

#### COMPLIANCE OFFICER

Shri Kevin J. Dhruve  
(Upto 15.11.2021)  
(ICSI Membership No.: A60857)

Smt. Shital M. Trivedi  
(W.e.f. 16.11.2021)  
(ICSI Membership No.: A60855)

#### STATUTORY AUDITORS

M/s. Jain Chowdhary & Co.  
(Firm Registration No.: 113267W)

#### INTERNAL AUDITORS

M/s. D. Trivedi & Associates  
(Firm Registration No.: 0128309W)

#### COST AUDITORS

M/s. Dalwadi & Associates  
(Firm Registration No.: 000338)

#### SECRETARIAL AUDITOR

M/s. Hardik Hudda & Associates  
(ACS: 39621 and CP No.:14697)

#### REGISTERED OFFICE

47, New Cloth Market, O/s. Raipur Gate,  
Ahmedabad – 380 002.

#### CORPORATE OFFICE

"Mahalaxmi House", YSL Avenue, Opp. Ketav Petrol Pump,  
Polytechnic Road, Ambawadi, Ahmedabad – 380 015.

#### FACTORY

Uma Industrial Estate  
Phase – III, Village Vasana (Iyaya) Sanand - 382110,  
Dist: Ahmedabad.

Mahalaxmi Fabric Mills  
(A Unit of Mahalaxmi Rubtech Limited)  
Isanpur Road, Near Narol Char Rasta,  
Narol, Ahmedabad – 382 405.

#### REGISTRAR & SHARE TRANSFER AGENT

Link Intime India Private Limited  
5th Floor, 506-508, Amarnath Business Centre-1, (Abc-1),  
Beside Gala Business Centre,  
Near St Xavier's College Corner,  
Off C G Road, Ellisbridge,  
Ahmedabad – 380006.

#### BANKER

Bank of Baroda

#### WEBSITE

[www.mrtglobal.com](http://www.mrtglobal.com)

#### LISTED AT

BSE Limited  
National Stock Exchange of India Limited

**CIN: L25190GJ1991PLC016327**

Registered office: 47, New Cloth Market, O/s. Raipur Gate, Ahmedabad – 380 002.

Corporate Office: “Mahalaxmi House”, YSL Avenue, Opp. Ketav Petrol Pump, Polytechnic Road, Ambawadi, Ahmedabad – 380 015.

Web: [www.mrtglobal.com](http://www.mrtglobal.com); Ph.: 079 – 4000 8000; Fax: 079 – 4000 8030; E-mail: [cs@mahalaxmigroup.net](mailto:cs@mahalaxmigroup.net)**NOTICE OF ANNUAL GENERAL MEETING:**

NOTICE is hereby given that the 31<sup>st</sup> Annual General Meeting of Mahalaxmi Rubtech Limited will be held through Video Conferencing (“VC”) / Other Audio-Visual Means (“OVAM”) on Friday, September 30, 2022 at 11.30 a.m., to transact the following business:

**ORDINARY BUSINESS:**

- 1. TO RECEIVE, CONSIDER AND IF APPROVED, ADOPT THE AUDITED STANDALONE AND CONSOLIDATED FINANCIAL STATEMENT OF THE COMPANY FOR THE FINANCIAL YEAR ENDED ON MARCH 31, 2022 AND THE REPORTS OF THE BOARD AND AUDITORS THEREON:**

“RESOLVED THAT Audited Standalone and Consolidated Financial Statement of the Company for the Financial Year ended on 31<sup>st</sup> March 2022, consisting of the Balance Sheet as at 31<sup>st</sup> March, 2022, the Statement of Profit and Loss, the Cash Flow Statement and Statement of Changes in Equity for the Financial Year ended on that date and the explanatory notes annexed to or forming part thereof together with the Board’s Report and Auditors’ Report thereon, be and are hereby adopted.”

- 2. TO APPOINT A DIRECTOR IN PLACE OF SHRI. JEETMAL B. PAREKH (DIN: 00512415), WHO RETIRE BY ROTATION AT THIS AGM AND BEING ELIGIBLE, OFFERS HIMSELF FOR RE-APPOINTMENT:**

“RESOLVED THAT Shri Jeetmal B. Parekh (DIN: 00512415), Director liable to retire by rotation at this Annual General Meeting, being eligible and willing to offer himself for reappointment, be and is hereby re-appointed as a Director of the Company.”

**SPECIAL BUSINESS:**

- 3. TO RATIFY REMUNERATION PAYABLE TO COST AUDITOR M/S. DALWADI & ASSOCIATES:**

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 the provisions of Section 148(3) and all other applicable provisions of the Companies Act, 2013 read with Rule 14 of the Companies (Audit and Auditors) Rules, 2014 (Including any statutory modification(s) or re-enactment thereof, for the time being in force), M/s. Dalwadi & Associates, Cost Accountant (Firm Registration No.: 000338), 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 on 31<sup>st</sup> March, 2023, at the remuneration of ₹ 75,000/- (Rupees Seventy Five Thousand Only) plus applicable taxes and out of pocket expenses, if any, incurred during the course of above audit, be and is hereby ratified.”

- 4. TO RE-APPOINT SHREE RAHUL J. PAREKH (DIN 00500328), AS MANAGING DIRECTOR OF THE COMPANY:**

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 recommendation of the Nomination and Remuneration Committee and approval of the Board and subject to the provisions of Sections 196, 197, 198, 203 and other applicable provisions of the Companies Act, 2013 (“Act”) and the Rules made thereunder (Including any statutory modification or re-enactment thereof) read with Schedule V of the Companies Act, 2013 and Article No. 92 of the Articles of Association of the Company, approval of the Members of the Company be and are hereby accorded to re-appoint Shree Rahul J. Parekh (DIN: 00500328), as Managing Director (designated as “Key Managerial Person”) of the Company with effect from August 10, 2022 to August 9, 2027 as well as the payment of salary, commission and perquisites (Hereinafter referred to as “remuneration”), upon the terms and conditions as detailed in the Explanatory Statement attached hereto, which is hereby approved and sanctioned with authority to the Board of Directors to alter and vary the terms and conditions of the said re-appointment and / or agreement in such manner as may be agreed to between the Board of Directors and Shree Rahul J. Parekh.

**RESOLVED FURTHER THAT** the remuneration payable to Shree Rahul J. Parekh, shall not exceed the overall ceiling of the total managerial remuneration as provided under Section 197 of the Act or such other limits as may be prescribed from time to time.

**RESOLVED FURTHER THAT** the Board be and is hereby authorized to do all such acts, deeds and things and execute all such documents, instruments and writings as may be required and to delegate all or any of its powers herein conferred to any Committee of Directors or Director(s) to give effect to the aforesaid Resolution.”

- 5. TO CONSIDER THE RELATED PARTY TRANSACTIONS:**

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 188 and other applicable provisions, if any, of the Companies Act, 2013 (“Act”) read with the Companies (Meetings of Board and its Powers) Rules, 2014 (“Rules”), the Securities and Exchange Board of India (Listing Obligations



and Disclosure Requirements) Regulations, 2015 ("the SEBI (LODR) Regulations, 2015") (Including any amendment, modification or re-enactment thereof) and pursuant to the consent of the Audit Committee and the Board of Directors vide Resolution passed in their respective Meeting held on 30<sup>th</sup> May, 2022, the consent of the Members of the Company be and are hereby accorded to the proposed transactions between the Company and the Related Parties i.e. M/s. Mahalaxmi Exports, Globale Tessile Private Limited, Anand Chem Industries Pvt Ltd, Mahalaxmi Calchem Private Limited, M/s. Rahul Textile, M/s. Shah Jeetmal Champalal, Mahalaxmi Exports Private Limited, M/s. Parekh Dye Chem Corporation and Yashovardhan R. Parekh. for entering into contract or arrangement with the Related Parties as defined under the Act, Rules and the SEBI (LODR) Regulations, 2015, as per details and on terms & conditions as set out in the Explanatory Statement annexed to this Notice.

**RESOLVED FURTHER THAT** the Board of Directors be and are hereby severally authorized to perform and execute all such acts, deeds, matters and things and to delegate such authority, as may be deemed necessary, proper or expedient to give effect to this Resolution and for the matters connected herewith or incidental hereto."

BY ORDER OF THE BOARD OF DIRECTORS  
**FOR, MAHALAXMI RUBTECH LIMITED**

Sd/-

**SHITAL MARSH TRIVEDI**

COMPANY SECRETARY

ICSI MEMBERSHIP NO.: A60855

DATE: AUGUST 10, 2022

PLACE: AHMEDABAD

**NOTES:**

1. In view of the COVID-19 pandemic, the Ministry of Corporate Affairs ('MCA') issued General Circular Nos.14/2020 dated April 08, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 05, 2020 and 02/2022 dated May 05, 2022 (Collectively referred to as "MCA Circulars") allowed Companies whose AGMs are due in the year 2022, to conduct their AGMs on or before December 31, 2022, through VC/OAVM, without the physical presence of the Members at a common venue. The Securities and Exchange Board of India ('the SEBI') also issued Circular Nos. the SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020, the SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021 and the SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated May 13, 2022 (Collectively referred to as "the SEBI Circulars") has permitted the holding of the Annual General Meeting ("AGM") through VC/OAVM, without the physical presence of the Members at a common venue. In compliance with MCA Circulars, the SEBI Circulars, provisions of the Act and the SEBI (LODR) Regulations, 2015, the AGM of the Company is being conducted through VC/OAVM Facility, which does not require physical presence of Members. The deemed venue for the AGM shall be the Registered Office of the Company. In accordance with the MCA Circulars, Special Business mentioned at Item Nos. 3, 4 and 5 of the Notice are considered as unavoidable in nature by the Board of Directors of the Company.
2. Since this AGM is being held through VC/OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence Proxy Form, Attendance Slip and Route Map are not annexed to this Notice. However, a Body Corporate Member are entitled to appoint authorised representatives to attend the AGM through VC/OAVM and participate thereat and cast their votes through e-voting. The Body Corporate Member intending to authorize its representatives to attend the Meeting are requested to submit to the Company, a certified copy of the Board Resolution / authorization document, authorizing their representative to attend and vote on their behalf at the Meeting.
3. The Register of Members and Transfer Book of the Company will remain closed from Saturday, the 24<sup>th</sup> day of September, 2022 to Friday, the 30<sup>th</sup> day of September, 2022 (Both days inclusive) for the purpose of 31<sup>st</sup> Annual General Meeting.
4. The Company has engaged the services of Link Intime India Private Limited (LIPL), who is also Registrar and Share Transfer Agent (RTA) of the Company, as the authorized agency for conducting the e-AGM, providing remote e-voting and e-voting facility for/during the AGM of the Company. The instruction for participation by Members are given in the subsequent paragraphs.
5. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013 ('the Act').
6. The Explanatory Statement setting out material facts, pursuant to Section 102 of the Act, Secretarial Standard – 2 on General Meetings and Regulation 36 of the SEBI (LODR) Regulations, 2015, in respect of the Special Businesses under Item Nos. 3, 4 and 5 of the Notice is annexed hereto.
7. As per the provisions of the Section 124(6) of the Act, unclaimed dividend is liable to be transferred to the Investor Education and Protection Fund (IEPF) of the Central Government after the expiry of seven years from the date they become due for payment. As per the Section 124 of the Act, the amount of dividend for the subsequent years remaining unpaid or unclaimed for a period of seven years from the date of transfer to the Unpaid Dividend Account of the Company shall be transferred to IEPF. Currently, there are no dividend outstanding which are required to be transferred to the IEPF.
8. In compliance with the MCA Circulars and the SEBI Circulars, Notice of the AGM along with the Annual Report for Financial Year ended 2021-22, is being sent only through electronic mode to those Members whose email addresses are registered with the Company or National Securities Depository Limited / Central Depository Services (India) Limited ('the Depositories'). Members may note that the Notice and Annual Report 2021-22 will also be available on the Company's website [www.mrtglobal.com](http://www.mrtglobal.com) and on the website of BSE Limited and National Stock Exchange of India Limited i.e. [www.bseindia.com](http://www.bseindia.com) & [www.nseindia.com](http://www.nseindia.com), respectively.
9. Notice of the 31<sup>st</sup> Annual General Meeting of the Company, inter alia, indicating the process and manner of e-voting is being sent to the Members, whose email addresses are registered with the Company / Depositories, for communication purposes. In case the Shareholder's e-mail ID is already registered with the Company / Depositories, log in details for e-voting shall be sent on the registered e-mail address.
10. In case the Shareholder holding Shares in physical mode has not registered his/her e-mail address with the Company/Depositories, he/she may do so by sending a duly signed request letter to LIPL by providing Folio No. and Name of Shareholder at (UNIT: Mahalaxmi Rubtech Limited), 5<sup>th</sup> Floor, 506-508, Amarnath Business Centre-I, (ABC-I), Beside Gala Business Centre, Nr. St. Xavier's College Corner Off C G Road, Ellisbridge, Ahmedabad – 380 009; Tel: 079-26465179; e-mail: [ahmedabad@linkintime.co.in](mailto:ahmedabad@linkintime.co.in).
11. In the case of Shares held in demat mode, the Shareholder may contact the Depository Participant ('DP') and register the e-mail address in the demat account as per the process followed and advised by the DP.
12. Brief resume of Directors proposed to be re-appointed, nature of their expertise in functional areas, names of Companies in which they hold Directorship and Membership/Chairmanship of Board Committees and shareholding and other details, are hereto furnished as stipulated under Regulation 36 of the SEBI (LODR) Regulations, 2015 and other requisite information as per Secretarial Standards – 2 on General Meetings are provided along with this Notice.
13. The SEBI vide its Notification i.e. the SEBI (LODR) (Amendment) Regulations, 2022, dated 24<sup>th</sup> January, 2022, has mandated that all requests for transfer of securities including transmission and transposition requests shall be processed only in dematerialized form. Further, the SEBI, vide its Circular No.: SEBI/HO/MIRSD\_RTAMB/P/CIR/2022/8 dated 25<sup>th</sup> January 2022, has clarified that Listed Companies, with immediate effect, shall issue the Securities in dematerialized form only while processing investor service requests



pertaining to 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, transposition etc. 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.

14. Members are advised to avail the nomination facility in respect of Shares held by them pursuant to the provisions of Section 72 of the Act. Members holding Shares in dematerialized mode are requested to intimate all changes pertaining to their bank details, Power of Attorney, change of address/name, Income Tax Permanent Account Number (PAN) etc. to their Depository Participant only. Changes intimated to the Depository Participants will be automatically reflected on the Company's record which will help the Company and its Registrar and Share Transfer Agent to provide efficient & better services. Members holding Shares in physical mode are requested to intimate all above mentioned changes to LIPL or the Company as soon as the change occurs.
15. Members holding Shares in physical form and wishing to avail of the nomination facility, are requested to send the duly filled in nomination in the prescribed Form SH-13 and for cancellation / variation in nomination in the prescribed Form SH-14 with the Company's RTA Link Intime India Private Limited. In respect with Shares held in electronic / demat form, the nomination form may be filed with the respective Depository Participant.

The SEBI, vide Circular Nos. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021 and SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated December 14, 2021, have made it mandatory to furnish PAN, email address, mobile number, bank account details and nomination by holders of physical securities. Folios wherein any one of the said document / details are not available on or after April 01, 2023, shall be frozen and Shareholder will not be eligible to lodge grievance or avail service request from the RTA and will not be eligible for receipt of dividend in physical mode. Further, Shareholders holding Shares in physical mode were to link their PAN with Aadhaar by March 31, 2022 as specified by the Central Board of Direct Taxes to avoid freezing of folio. Further, as per the above Circular of the SEBI, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002, after December 31, 2025. Keeping the above statutory requirements in view, Members holding Shares in physical form are requested to furnish valid PAN, KYC and Nomination details immediately to the RTA / Company in the required forms, to ensure that, their folios are not frozen on or after April 1, 2023. The Company had sent communication letters on above to respective Shareholders for submission of required documents.

16. Members seeking any information or clarification on the Accounts are requested to send in written queries to the Company, at least one week before the date of the Meeting, Replies will be provided in respect of such queries received in writing, only at the Meeting.
17. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act, the Register of Contracts or arrangements in which the Directors are interested under Section 189 of the Act and all other documents referred to in this Notice can be obtained for inspection by writing to the Company at its email ID [cs@mahalaxmigroup.net](mailto:cs@mahalaxmigroup.net) till the date of the AGM.
18. Non-resident Indian Shareholders are requested to inform about the change in the residential status on return to India for permanent settlement, immediately to the Company or its Registrar and Share Transfer Agent or the concerned Depository Participant, as the case may be.
19. Pursuant to Clause 47(f) of the SEBI (LODR) Regulations, 2015, the Company has created an exclusive E-mail. ID: [cs@mahalaxmigroup.net](mailto:cs@mahalaxmigroup.net) for quick redressal of Shareholders/Investors grievances.
20. The Company is having depository arrangement with National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) to facilitate the Shareholders to hold and trade Company's equity Shares in electronic form. Interested Shareholders can avail this facility by opening a beneficiary account with depository participants. For more details, Shareholders may contact the Company's Registrar and Share Transfer Agents, Link Intime India Private Limited (Unit: Mahalaxmi Rubtech Limited) 5<sup>th</sup> Floor, 506-508, Amarnath Business Centre-I, (ABC-I), Beside Gala Business Centre, Nr. St. Xavier's College Corner Off C G Road, Ellisbridge, Ahmedabad – 380 009.
21. The Board of Directors has appointed M/s. Bunty Hudda & Associates (ACS: 31507 and CP No.:11560), Proprietorship Firm, Practicing Company Secretary, having Office at E-812, Titanium City Center, Anandnagar - Prahladnagar Road, Satellite, Ahmedabad – 380 015, to act as Scrutinizer for conducting the e-voting and remote e-voting process in a fair and transparent manner.
22. The Scrutinizer will submit his report to the Chairman after completion of the scrutiny. The result of the voting on the Resolutions at the Meeting shall be announced by the Chairman or any other person authorized by him immediately after the results are declared. The results declared along with the Scrutinizer's report, will be posted on the website of the Company [www.mrtglobal.com](http://www.mrtglobal.com) and on the website of e-voting agency i.e. <https://instavote.linkintime.co.in> and will be displayed on the Notice Board of the Company at its Registered Office immediately after the declaration of the results by the Chairman or any other person authorized by him and will be communicated to the Stock Exchange.
23. Voting through electronic means:
  - a) The business as set out in the Notice may be transacted through electronic voting system. In compliance with the provisions of Section 108 of the Act read with the Companies (Management and Administration) Rules, 2014, Secretarial Standards-2 issued by the Institute of Companies Secretaries of India (ICSI) on General Meetings and in compliance with Regulation 44 of the SEBI (LODR) Regulations, 2015, the Company is pleased to offer the facility of voting through electronic means to all its Members to



## NOTICE OF 31<sup>ST</sup> AGM

enable them to cast their votes electronically. The Company has made necessary arrangements with Link Intime India Private Limited (RTA) to facilitate the Members to cast their votes from a place other than the venue of the AGM [remote e-voting].

- b) A person whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the Depositories as on the cut-off date shall be entitled to avail the facility of remote e-voting or voting at the AGM. Persons who are not Members as on the cut-off date should treat this notice for information purpose only.
- c) The Notice will be displayed on the website of the Company i.e. [www.mrtglobal.com](http://www.mrtglobal.com); on the website of e-voting agency i.e. <https://instavote.linkintime.co.in> and on the website of BSE Limited and National Stock Exchange of India Limited i.e. [www.bseindia.com](http://www.bseindia.com) & [www.nseindia.com](http://www.nseindia.com), respectively.
- d) The Members who have cast their vote by remote e-voting prior to AGM may also attend the AGM but shall not be entitled to cast their vote again.
- e) The Members whose names appear in the Register of Members/List of Beneficial Owners as on cut-off date are entitled to vote on Resolutions set forth in the Notice. Eligible Members who have acquired Shares after the dispatch of the Annual Report and holding Shares as on the cut-off date may approach RTA for issuance of the USER ID and Password for exercising their right to vote by electronic means.
- f) The remote e-voting period will commence at 09:00 a.m. (IST) on Tuesday, September 27, 2022 and will end at 05:00 p.m. (IST) on Thursday, September 29, 2022. During this period Members of the Company, holding Shares either in physical form or in dematerialized form, as on the cut-off date i.e. Friday, September 23, 2022 may cast their vote by remote e-voting. The remote e-voting module shall be disabled by RTA for voting thereafter.

**BY ORDER OF THE BOARD OF DIRECTORS  
FOR, MAHALAXMI RUBTECH LIMITED**

Sd/-

**SHITAL MARSH TRIVEDI  
COMPANY SECRETARY  
ICSI MEMBERSHIP NO.: A60855**

**DATE: AUGUST 10, 2022  
PLACE: AHMEDABAD**

## Remote e-Voting Instructions for Shareholders post change in the Login mechanism for Individual Shareholders holding securities in demat mode, pursuant to the SEBI circular dated December 9, 2020:

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

Shareholders are advised to update their mobile number and email Id in their demat accounts to access e-Voting facility.

### Login method for Individual Shareholders holding securities in demat mode/ physical mode is given below:

Type of Shareholders	Login Method
Individual Shareholders holding securities in demat mode with <b>NSDL</b>	<ul style="list-style-type: none"> <li>If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the “Beneficial Owner” icon under “Login” which is available under ‘IDeAS’ section. A new screen will open. You will have to enter your User ID and Password.</li> <li>After successful authentication, you will be able to see e-Voting services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on Company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> <li>If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select “Register Online for IDeAS “Portal or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/ OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on Company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> </ul>
Individual Shareholders holding securities in demat mode with <b>CDSL</b>	<ul style="list-style-type: none"> <li>Existing user of who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on New System Myeasi.</li> <li>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.</li> <li>If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></li> <li>Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP where the E Voting is in progress.</li> </ul>
Individual Shareholders (holding securities in demat mode) & login through their <b>depository participants</b>	<ul style="list-style-type: none"> <li>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility.</li> <li>Once login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on Company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> </ul>
Individual Shareholders holding securities in Physical mode & evoting service Provider is <b>LINKINTIME</b> .	<ol style="list-style-type: none"> <li>Open the internet browser and launch the URL: <a href="https://instavote.linkintime.co.in">https://instavote.linkintime.co.in</a> <ul style="list-style-type: none"> <li>Click on “Sign Up” under ‘SHARE HOLDER’ tab and register with your following details: -                             <ol style="list-style-type: none"> <li>User ID: Shareholders/ Members holding Shares in physical form shall provide Event No + Folio Number registered with the Company.</li> <li>PAN: Enter your 10-digit Permanent Account Number (PAN) (Members who have not updated their PAN with the Depository Participant (DP)/ Company shall use the sequence number provided to you, if applicable.</li> <li>DOB/DOI: Enter the Date of Birth (DOB) / Date of Incorporation (DOI) (As recorded with your DP / Company - in DD/MM/YYYY format)</li> <li>Bank Account Number: Enter your Bank Account Number (last four digits), as recorded with your DP/ Company.</li> </ol> </li> </ul> </li> </ol>



Type of Shareholders	Login Method
	<ul style="list-style-type: none"> <li>Shareholders/ Members holding Shares in physical form but have not recorded 'C' and 'D', shall provide their Folio number in 'D' above <ul style="list-style-type: none"> <li>➤ Set the password of your choice (The password should contain minimum 8 characters, at least one special Character (@!#\$&amp;*), at least one numeral, at least one alphabet and at least one capital letter).</li> <li>➤ Click "confirm" (Your password is now generated).</li> </ul> </li> <li>2. Click on 'Login' under 'SHARE HOLDER' tab.</li> <li>3. Enter your User ID, Password and Image Verification (CAPTCHA) Code and click on 'Submit'.</li> <li>4. After successful login, you will be able to see the notification for e-voting. Select 'View' icon.</li> <li>5. E-voting page will appear.</li> <li>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).</li> <li>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.</li> </ul>

**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 is having valid email address, Password will be sent to his / her registered e-mail address.
- Shareholders/ Members can set the password of his/her choice by providing the information about the particulars of the Security Question and Answer, PAN, DOB/DOI, Bank Account Number (last four digits) etc. as mentioned above.
- The password should contain minimum 8 characters, at least one special character (@!#\$&\*), at least one numeral, at least one alphabet and at least one capital letter.

**Individual Shareholders holding securities in demat mode with NSDL/ CDSL 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 <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30
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 <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> 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](mailto:enotices@linkintime.co.in) or contact on: - Tel: 022 -4918 6000.

### **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 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 3 days in advance ie Sunday September 26, 2021 with the Company on or before 11.am on the email id: [pbamumbai@gmail.com](mailto:pbamumbai@gmail.com)
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'.
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.