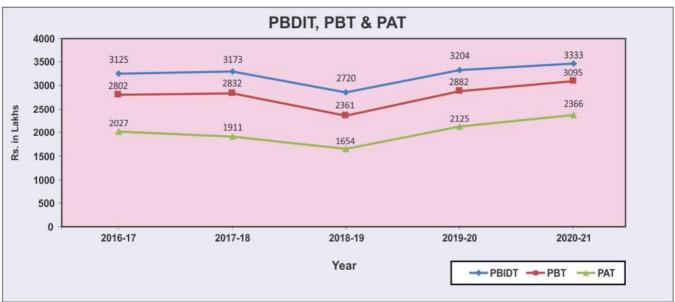
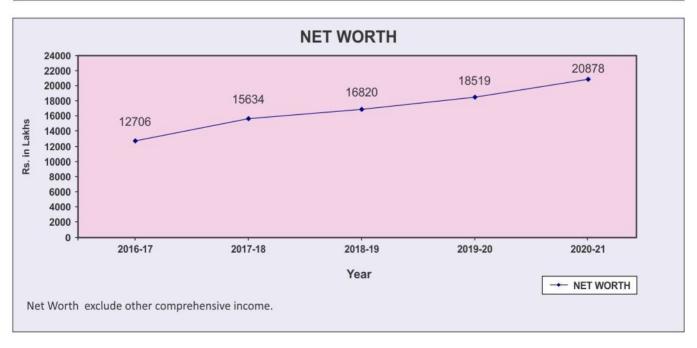
ANNUAL REPORT 2020-21











BOARD OF DIRECTORS

Shri S.S.Poddar, Managing Director Shri Gaurav Goenka, JT. Managing Director Smt. Mahima P. Agarwal Smt. Lalitha Kumaramangalam Shri M.K.Sonthalia Shri N. Gopalaswamy Shri M. Mahadevan

AUDITORS

M/s. M. L. Garg & Company Chartered Accountants New Delhi

BANKERS

State Bank of India Punjab National Bank ICICI Bank

REGISTERED OFFICE & WORKS

E-10, RIICO Industrial Area Sitapura, Jaipur-302 022 (Rajasthan) CIN: L24117RJ1991PLC006307 Telephone: 0141-2770202- 203

Email: jaipur@poddarpigmentsltd.com Website: www.poddarpigmentsltd.com



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NOTICE

NOTICE is hereby given that the THIRTIETH ANNUAL GENERAL MEETING of the Members of the Company will be held ON WEDNESDAY, SEPTEMBER 08, 2021 AT 11.00 A. M. through Video Conferencing ("VC")/ Other Audio-Visual Means ("OAVM") to transact the following business (es):

ORDINARY BUSINESS

- To consider and adopt the Audited Financial Statement of the Company for the Financial Year ended 31st March, 2021 and the Reports of the Board of Directors' and Auditors' thereon.
- To declare DMdend on Equity Shares for the Financial Year ended March 31, 2021.
- To appoint a Director in place of Shri Gaurav Goenka (DIN: 00375811), Director, who retires by rotation and being eligible, offers himself for re-appointment.

SPECIAL BUSINESS

- To ratify the remuneration of Cost Auditors for the Financial Year 2021-22 and in this regard, to consider and if thought fit, to pass the following resolution as Ordinary Resolution:
 - TRESOLVED THAT, under the provision of Section 148 and other applicable provisions, if any, of the Companies Act, 2013 read with Rule 14 of Companies (Audit & Auditors) Rule, 2014 (Including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), the remuneration to M/s K. G. Goyal & Associates, Cost Accountants, Jaipur, (Firm Registration Number 000024) as Cost Auditors appointed by the Board of Directors of the Company for the Financial Year 2021-22, fixed at Rs. 55000/- (Rupees Fifty-Five Thousand only) and Taxes as applicable be and is hereby retified."
- To consider, and if thought fit, to pass with or without modification(s), the following resolution as Special Resolution:
 - **RESOLVED THAT pursuant to the provisions of Section 197, 198, 203 and all other applicable provisions, if any, of the Companies Act, 2013 (The Act) and subject to statutory approvals, if any, consent of the Board be and is hereby accorded for payment of the overall Managerial remuneration as 15% of Net Profit of the Company in any year, over and above an additional remuneration payable to Mr. R.K. Sureka, Director & CEO during the Financial Year 2021-22 and the limit specified in section 197 read with Schedule V of the Companies Act 2013 subject to approval by the shareholders in their meeting.**
- To consider, and if thought fit, to pass with or without modification(s), the following resolution as Special Resolution:
 - *RESOLVED THAT pursuant to the provisions of section 197, 198, 203 and all other applicable provisions, if any, of the Companies Act, 2013 (The Act) and subject to statutory approvals, if any, consent of the company be and is hereby

accorded for payment of additional remuneration of Rs 3.70 Crores to Mr. R. K. Sureka, (DIN: 00058043) Director & CEO, during the Financial Year 2021-22 as a reward in recognition and in consideration of the services rendered by him during his employment with the Company for 27 years, which would be over and above and in addition to the managerial limit of 15% of net profit during the Financial Year 2021-22 and the limit specified in section 197 read with Schedule V of the Companies Act 2013.

- To consider, and if thought fit, to pass with or without modification(s), the following resolution as Special Resolution:
 - "RESOLVED THAT pursuant to the provisions of Section 149, 152 read with Schedule IV and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and Regulation 17 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, M. Mahadevan (DIN: 00786991) who was appointed as an Independent Director of the Company in the Board Meeting held on July 31, 2021 and in respect of whom the Company has received a Notice in writing under Section 160 of the Companies Act, 2013 from a member proposing his candidature for the office of Director, be and is hereby reappointed as an independent Director of the Company to hold office for 5 (five) consecutive years for a second term upto 31st March, 2026".
- To consider, and if thought fit, to pass with or without modification(s), the following resolution as Special Resolution:

"RESOLVED THAT pursuant to the provisions of Section 196, 197, 198, 203 read with Schedule V and all other applicable provisions, if any, of the Companies Act, 2013 (The Act) and subject to statutory approvals, if any, consent be and is hereby accorded for extension of terms of appointment from 1st April 2022 to 30th September, 2024 and to fix the remuneration for a period of 3½ years i.e. remaining term of appointment from 01.04.2021 to 31.03.2022 and reappointment period from 1st April 2022 to 30th September, 2024, of Shril Gaurav Goenka (DIN: 00375811), Joint Managing Director on account of Basic Salary, Special Allowances, perquisites and an additional remuneration as mentioned below:-

1. Remuneration:-

- (I) Basic Salary: Rs. 7.50 Lakhs Per Month
- (ii) Special Allowances Rs. 4.00 Lakhs per month
- (iii) Perquisites: In addition to the salary & Special Allowances, the following perquisites will be allowed:

The perquisites are classified into three categories `A' B & `C' as below:



CATEGORY-A

- (a) Expenditure incurred on gas, electricity and water shall be paid/reimbursed by the company.
- (b) Medical Expenses incurred for self and family in case of hospitalization.
- Leave Travel Concession for self & family once in a year to any destination in India or Abroad.
- (d) Fee of Clubs /organization (subject to maximum 2 no's).
- (e) Premium for health insurance, Personal Accident & Personal Life insurance.
- (f) Any other perquisites as per Company's Rules within the ceiling perquisites of Re. 1.00 lakhs Per Month.

Note: All the perquisites will be interchangeable i.e. any excess in a particular perquisite may be permissible by a corresponding reduction in one or more of the other per-quisite(s) or the celling of perquisites may be reduced by corresponding increase in Basic Salary & Allowances.

CATEGORY-B

The following perquisites shall also be paid to the Joint Managing Director and these will not be included in the computation of the celling on perquisites mentioned above:

- (a) Company's contribution to Provident Fund & Superannuation Fund to the extent these singly or put together are not taxable under the income Tax Act, 1961.
- (b) Gratuity in accordance with the Company's Rules.
- Encashment of leave in accordance with the Company's Rules.

CATEGORY-C

- (a) Provision of car with driver for use on Company's business (not considered as a perquisite). The use of car for private purpose shall be billed by the Company to the Joint Managing Director.
- (b) Provision of telephone with Internet connection at the residence of the Joint Managing Director at Company's cost (not considered as a perquisite). Personal long distance calls shall be billed by the Company to the Joint Managing Director.

2. Other Terms for additional remuneration:

In addition to the Salary, Allowances and Perquisites, as specified above, the Joint Managing Director shall also be entitled to receive an additional remuneration as Commission at 1% of the Net Profits of the Company computed in the manner laid down in Section 198 of the Companies Act, 2013 as decided by the Nomination & Remuneration Committee and the Board of Directors.

Wherein any financial year during the tenure of Joint Managing Director, the Company has no profits or its profits are inadequate, the Company shall pay to Joint Managing Director remuneration by way of Salary and Perquisites as

specified above as minimum remuneration, subject however to the provisions of Schedule V to the Companies Act, 2013 and such approvals as may be required.

In the event of any amendment in Schedule V of the Companies Act, 2013 the limit as specified in revised schedule shall be applicable.

The Board of Directors of the Company be and is hereby authorized to alter, vary and modify the terms and conditions of appointment of Shri Gaurav Goenka (DIN: 00375811) from time to time during the tenure of his appointment as Joint Managing Director of the Company including salary, Special Allowances, perquisites and additional remuneration.

However, the overall Managerial Remuneration shall not exceed 15% of net profit of the company in any year.

The Board of Directors of the Company be and is hereby authorized to settle any questions, doubts or difficulties and to do all such acts, deeds, matters and things as may be necessary, desirable or expedient to give effect to this resolution without being required to seek further approval of the Members and the approval of the Members shall be deemed to have been given thereto expressly by the authority of this resolution."

Registered Office: By order of the Board of Directors
E-10,11 & F-14 to 16 For Podder Pigmente Limited
RIICO Industrial Area, Sitapura, Sd/Jaipur- 302 022 NAVIN JAIN
Tei: 91 0141-2770202/203 AVP (Legal) &
E-mail: jaipur@poddarpigmentsitd.com Company Secretary

Website: www.poddarpigmentsltd.com CIN: L24117RJ1991PLC006307

DATE: 31" July, 2021

NOTES:

Given the outbreak of the COVID-19 pandemic, social distancing norms and continuing restrictions on the movement of persons at several places in the country and according to General Circulars No.14/2020, 17/2020, 20/2020 and 02/2021 dated April 8, 2020, April 13, 2020 and May 5, 2020 and January 13, 2021 respectively, issued by the Ministry of Corporate Affairs ("MCA Circulars") and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020 Issued by the Securities and Exchange Board of India ("SEBI Circular") and in compliance with the provisions of the Companies Act, 2013 ("the Act") and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), the 30th AGM of the Company is being conducted through VC/OAVM Facility, which does not require the physical presence of the Members at a common venue, the deemed venue for the 30th AGM shall be the Registered Office of the Company.



- 2. The Explanatory Statement setting out material facts, under Section 102 of the Companies Act, 2013, Secretarial Standard-2 on General Meetings and Regulation 36 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 in respect of the Special Business under Item Nos. 4,5 6,7 & 8 of the accompanying Notice is annexed herein.
- 3. The details required under Listing Regulations and Secretarial Standard-2 on General Meeting details pertaining to directors seeking appointment/re-appointment at the 30th AGM, is separately annexed. Directors seeking appointment/re-appointment have furnished requisite declarations under section 164(2) and other applicable provisions of the Companies Act, 2013 including rules framed thereunder. Profile of Shri Gaurav Goenka and Shri M. Mahadevan are required to be provided according to Listing Regulations, are furnished in the Corporate Governance Report published elsewhere in the Annual Report as well as at the end of the notice.
- 4. Generally, a member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll instead of himself and the proxy need not be a member of the Company. Since this 30th AGM is being held through VC/OAVM as per the MGA Circulars, physical attendance of members has been dispensed with. Accordingly, the facility for the appointment of proxies by the members under section 105 of the Act will not be available for the 30th AGM and hence the Proxy Form and Attendance Slip are not annexed here. However, in pursuance of Section 112 and Section 113 of the Act, representatives of the Members may be appointed to participate in the 30th AGM and to register their e-Vote through VC/OAVM Facility.
- 5. The Members may Join the 30th AGM through VC/ OAVM Facility by following the procedure mentioned below in the Notice which shall be kept open for the Members from 10.45 A.M. IST i.e. 15 (fifteen) minutes before the time scheduled to start the 30th AGM and the Company may close the window for Joining the VC/OAVM Facility 15 (fifteen) minutes after the scheduled start time. Members may note that the VC/OAVM Facility, allows participation of the first 1,000 Members on a first-come-first-serve' basis. The large Shareholders (i.e. shareholders holding 2% or more), promoters, institutional investors, directors, key managerial personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. can attend the 30th AGM without any restriction.
- The attendance of the Members participating in the 30th AGM through VC/OAVM Facility shall be counted to reckon the quorum under Section 103 of the Act.
- Voting rights shall be reckoned on the paid-up value of shares registered in the name of member/beneficial owners (in case of electronic shareholding) as on the cut-off date i.e. September 1, 2021

8. DISPATCH OF ANNUAL REPORT THROUGH ELECTRONIC MODE:

Given the outbreak of the COVID-19 pandemic, resultant difficulties involved in dispatching of physical copies of the Annual Report and in line with the Circulars issued by the MCA and SEBI Circular, the Annual Report for the year 2020-21 including Notice of the 30th AGM of the Company, inter alia, indicating the process and manner of e-voting - are being sent only by Email to all the Members whose Email IDs are registered with the Company/Registrar and Share Transfer Agent or with the respective Depository Participant(s) for communication purposes to the Members and all other persons so entitled.

Further, in terms of the applicable provisions of the Act, SEBI Listing Regulations read with the Circulars issued by MCA and SEBI Circular, the Annual Report including Notice of the 30th AGM of the Company will also be available on the website of the Company at www.poddarpigmentshd.com. The same can also be accessed from the websites of the Stock Exchanges I.e. BSE Limited at www.bseindla.com and National Stock Exchange of India Limited at www.nseindla.com and on the website of Registrar and Share Transfer Agent (RTA), Link Intime India Private Limited at https://instavote.linkintime.co.in.

- The Register of Members and Share Transfer Books of the Company shall remain closed from September 2, 2021 to September 8, 2021 (both days inclusive).
- Since the 30th AGM will be held through the VC/ OAVM Facility, the Route Map of the venue of the Meeting is not relevant.
- 11. Members holding shares in electronic form are requested to intimate immediately any change in their address or bank mandates to their Depository Participants with whom they are maintaining their Demat accounts. Members holding shares in physical form are requested to advise any change of address immediately to the Company/RTA, Link in time India Private Limited.
- 12. In case of transfer of physical shares as applicable, the instrument of Share Transfer complete in all respect should be sent to reach the Registered Office of the Company or at the office of R&T Agent before the closure of the Register of Members as stated above.
- 13. All documents referred to in the accompanying Notice and the Explanatory Statement are available on the website of the Company at www.poddarpigmentshtd.com for inspection by the Members up to the date of 30th AGM.

During the 30th AGM, Members may access the scanned copy of 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 Directors are interested under Section 189 of the Act on website of the Company.



- For receiving all communication (including Annual Report) from the Company electronically:
 - a) Members holding shares in physical mode and who have not registered/updated their email address with the Company are requested to register/update the same by writing to the Company with details of folio number and a self-attested copy of PAN card at jalpur@poddarpigmentsitd.com or to RTA, M/s Link Intime India Private limited (R&T) at mt.helpdesk@linkintime.co.in.
 - Members holding shares in dematerialized mode are requested to register/update their email addresses with the relevant Depository Participant.

An email-id registration form is enclosed in this notice.

- Members must quote their Folio No. /Demat Account No. and contact details such as e-mail address, contact no. etc. in all their correspondence with the Company/RTA.
- 16. The Securities and Exchange Board of India (SEBI) has mandated the submission of a Permanent Account Number (PAN) by every participant in the securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their Depository Participant with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company /PITA.
- 17. Members who are yet to encash their earlier dividend warrants for FY 2013-14 and onwards are requested to contact the office of the Company Secretary & Compliance Officer/ Registrar and Transfer Agent (RTA) of the Company for revalidation of the dividend warrants/Issue of fresh demand drafts. The Company has uploaded the details of unpaid and unclaimed amounts lying with the Company as on September 30, 2020 on the website of the Company www.poddarpigmentaltd.com and also on the website of the Ministry of Corporate Affairs.

Under the provisions of Section 124 of the Companies Act, 2013 and other applicable provisions of the Companies Act, 2013 and rules made thereunder, during the year, unclaimed final dividend amount of Rs.13,13,168/- of the Company for the FY ended March 31, 2013 has been transferred to investor Education and Protection Fund (IEPF) established by the Central Government according to Section 125 of the Companies Act, 2013. The dividend for the financial year ended 31 March, 2014 and thereafter, which remain unclaimed for 7 years will be transferred by the Company to IEPF under Section 125 of the Companies Act, 2013 and the rules made thereunder as and when it becomes due. Those members who have not so far claimed their dividend for the subsequent financial years are also advised to claim it from the Company or the RTA of the Company.

 Information regarding such unclaimed dividends when they become due for transfer to the IEPF is furnished in the Corporate Governance Report.

- Compulsory transfer of Equity Shares to IEPF Authority:
 - According to the provisions of Section 124 and 125 of the Companies Act, 2013 and the Investor Education and Protection Fund (IEPF) Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("Rules"), all shares on which dividend has not been claimed for seven consecutive years or more shall be transferred to IEPF Authority.
- Claiming of Shares and Dividends which were transferred to IEPF:
 - No claim shall lie against the Company concerning such equity share post their transfer to IEPF. Upon transfer, the Shareholders will be able to claim these equity shares only from the IEPF Authority by making an online application. The details of this are available at www.lepf.gov.in.
- If the Dividend as recommended by the Board of Directors is approved at the Annual General Meeting, payment of such dividend will be made on 23.09.2021 as under:
- a) To all Beneficial Owners in respect of shares held in dematerialized form as per the data as may be made available by the National Securities Depository Limited as on the close of business hours on 01.09.2021:
- b) To all Members in respect of shares held in physical form after giving effect to valid transfers in respect of transfer requests lodged with the Company or before the close of business hours on 01.09.2021.
- 22. Members who wish to obtain any information on the Company or view the financial statements for the financial year ended March 31, 2021 may visit the Company's website at www.poddarpigmentsitd.com or send their queries to Jaipur@poddarpigmentsitd.com at least Ten (10) days before the date of the 30th AGM. The same will be replied to by/on behalf of the Company suitably.
- 23. In case of joint holders attending the 30th AGM, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote.

Registration of small ID and Bank Account details:

- (a) 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.
- (b) 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 earlier year dividends, the following instructions to be followed:
 - (i) Kindly log in to the webeite of the RTA, Link Intime India Private Ltd., www.linkintime.co.in under Investor Services > Ernall/Bank detail Registrationfill in the details and upload the required documents and submit. OR



(II) 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.

24. SEBI Notification No. SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018 and further amended vide Notification No. SEBI/LAD-NRO/GN/2018/49 dated November 30, 2018, requests for effecting transfer of securities (except in case of transmission or transposition of securities) shall not be processed from April 1, 2019 unless the securities are held in the dematerialized form with the depositories. Therefore, Shareholders are requested to take action to dematerialize the Equity Shares of the Company, promptly.

25. VOTING

In compliance with provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended), Secretarial Standard on General Meetings (SS-2) Issued by the Institute of Company Secretaries of India ("ICSI") and Regulation 44 of the SEBI Listing Regulations, the Company is pleased to provide its Members with the facility to cast their votes either for or against each resolutions outlined in the Notice of the 30th AGM using electronic voting system ("remote e-voting") and e-voting (during the 30th AGM), provided by the RTA and the business may be transacted through such voting.

Only those Members who will be present in the 30th AGM through VC/OAVM facility and have not cast their vote on the

resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through evoting system during the 30th AGM.

The voting period begins on September 05, 2021 (9.00 AM IST) and ends on September 7, 2021 (5.00 PM IST). During this period, Members holding shares either in physical or dematerialized form, as on cut-off date, i.e. as on September 01, 2021 may cast their votes electronically. Any person, who acquires shares of the Company and becomes a Member of the Company after dispatch of the Notice of 30th AGM and holds shares as of the cut-off date i.e. September 1, 2021, may obtain the login ID and password by sending a request at mt.helpdesk@linkintime.co.in. However, if a Member is already registered with the RTA for e-voting, then he/she can use the existing user id and password/PIN for casting the vote.

(A) THE INSTRUCTIONS FOR E-VOTING ARE AS FOLLOWS:

Remote e-Voting instructions for shareholders post change in the Login mechanism for individual shareholders holding securities in Demat mode, pursuant to SEBI circular dated December 9, 2020:

Pursuant to 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 9th 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 ehareholders holding securities in Demat mode/physical mode is given below:

Type of Shareholders	Login Method	
Individual Shareholdera holding securities in Demat mode with NSDL	 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. Enteryour User ID and Password here. 	
	 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 athttps://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. 	



Type of Shareholders	Login Method
	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	 Existing users who have opted for Easi /Easiest, can login through their user ID and password. Option will be made available to reach e-Voting page without any furthe authentication. The URL for users to login to Easi /Easiest are https://web.cdslindla.com/myeasi/home/login or www.cdslindla.com and click on New System Myeasi.
	 After successful login of East /Eastest the user will also be able to see the E-Voting Menu. The Menu will have links of e-Voting service provider i.e. NSDL, KARVY, LINK INTIME CDSL. Click on e-Voting service provider name to cast your vote.
	 If the user is not registered for Easi/Easiest, option to register is available a https://web.cdslindia.com/myeasi./Registration/EasiRegistration
	 Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a link in www.cdslindla.com home page. The system will authenticate the user by sending OTP to the registered Mobile No.& 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.
Individual Shareholders (holding securities in Demat mode) & login through their depository participants	 You can also login using the login credentials of your Demat account through you Depository Participant registered with NSDL/CDSL for e-Voting facility.
	 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, whereir 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.
Individual Shareholders holding securities in Physical mode & e-voting service Provider is LINKINTIME.	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: -
	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 no 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 6 characters, a least one special Character (@!#\$&*), at least one numeral, at least one alphabet and a least one capital letter).
	 Click "confirm" (Your password is now generated).
	2. Click on 'Login' under 'SHARE HOLDER' tab.
	Enter your User ID, Password and Image Verification (CAPTCHA) Code and click or '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.