



# SALORA INTERNATIONAL LTD. ANNUAL REPORT 2022-23

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## 54th ANNUAL REPORT SALORA INTERNATIONAL LIMITED FINANCIAL YEAR 2022-23

## **CORPORATE INFORMATION**

### **BOARD OF DIRECTORS:**

Gopal Sitaram Jiwarajka	: Chairman & Managing Director
Karna Singh Mehta	: Chairman Audit Committee & Independent Director (Non Executive)
Tarun Jiwarajka	: Whole Time Director & CFO
Neetu Jiwarajka	: Executive Director
Sanjeev Kaul Duggal	: Independent Director (Non Executive)
Paramartha Saikia	: Independent Director (Non Executive)

#### **COMPANY SECRETARY:**

Anubhav Nigam

#### STOCK EXCHANGE:

BSE Ltd.

#### AUDITORS:

Statutory Auditors	: R. Gopal & Associates
Internal Auditors	: SCV & CO. LLP
Secretarial Auditors	: SVR & CO.
Cost Auditors	: Gurvinder Chopra & CO.

#### **BANKERS**:

State Bank of India

• HDFC Bank Ltd.

- Canara Bank
- Kotak Mahindra Bank

## REGISTERED & CORPORATE OFFICE / FACTORY PREMISES :

Address: D – 13/4, Okhla Industrial Area, Phase – II, New Delhi – 110 020. CIN : L74899DL1968PLC004962 Tel. No. 011-35008342 Email: sect@salora.com

#### **REGISTRAR & SHARE TRANSFER AGENT:**

## Skyline Financial Services Pvt. Ltd.

Address D-153-A, 1st Floor, Okhla Industrial Area, Phase -I, New Delhi-110020 Tel. No.011-40450193-197 Fax: 011-26812682 Email: admin@skylinerta.com

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ANNUAL GENERAL MEETING		
DAY	:	Thursday
DATE	:	September 28, 2023
TIME	:	11:00 AM
VENUE	:	D-13/4, Okhla Industrial Area, Phase-II,
		New Delhi - 110020
WEBSITE	:	www.salora.com





## SALORA INTERNATIONAL LIMITED

(CIN: L74899DL1968PLC004962)

Registered Address: D-13/4, Okhla Industrial Area, Phase-II, New Delhi - 110020

Ph. 011-35008342, E-mail: info@salora.com, Website: www.salora.com

### **NOTICE**

**NOTICE** is hereby given that the 54<sup>th</sup> Annual General Meeting of Salora International Limited will be held through Video Conferencing ("VC")/ Other Audio - Visual Means ("OAVM"), on Thursday, 28<sup>th</sup> September 2023 at 11:00 A.M. to transact the following business:

#### **ORDINARY BUSINESS**

Item No.1 -

TO RECEIVE, CONSIDER AND ADOPT THE FINANCIAL STATEMENTS OF THE COMPANY FOR THE FINANCIAL YEAR ENDED 31<sup>st</sup> MARCH, 2023, INCLUDING AUDITED BALANCE SHEET AS AT 31<sup>st</sup> MARCH, 2023 AND STATEMENT OF PROFIT & LOSS ACCOUNT OF THE COMPANY FOR THE YEAR ENDED 31<sup>st</sup> MARCH, 2023 ALONG WITH THE REPORTS OF THE BOARD OF DIRECTORS AND AUDITORS THEREON

To consider an difthought fit, to pass thefollowingresolution, **OverdithahycResorkuttion**bout modifi

"RESOLVED THAT the audit ed fin an cial st at ement of the Comp any for the fin an cial year ended March 3 report of Board of Directors and Auditors thereon, as circulated to the Members, be and are hereby considered and adopted."

#### Item No.2 -

TO APPOINT A DIRECTOR IN PLACE OF SMT. NEETU JIWARAJKA (DIN 00025570), WHO RETIRES BY ROTATION AND BEING ELIGIBLE, OFFERS HERSELF FOR RE-APPOINTMENT

To consider an dift hought fit, to pass thefollowingresolution, **OwdinanycResolution** but no difi

**"RESOLVED THAT** in accordance with the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Smt. Neetu Jiwarajka (DIN 00025570), who retires by rotation at this Annual General Meeting, be and is hereby re-appointed as a Director of the Company."

#### SPECIAL BUSINESS

Item No. 3 -

TO RATIFY REMUNERATION PAYABLE TO COST AUDITOR FOR FINANCIAL YEAR ENDING 31st MARCH, 2024

To consider an dift hought fit, to pass the followingresolution, Overdita hyoResolvitionhout modifi

"RESOLVED THAT pursuant to the provisions of Section 148 and other applicable provisions, if any, of the Companies Act, 2013 r ead with the Companies (Cost Records and Audit) Rules, 2014 (includingany statu amendment(s) thereto or re-enactment(s) thereof, for the time being in force), the remuneration payable to M/s. Gurvinder Chopra & Co., Cost Accountants (Firm Registration No.100260) appointed by the Board of Directors of the Company as Cost Auditors to conduct the audit of the cost records of the Company for the financi amounting to Rs. 40,000/- (Rupees Forty Thousand only) excluding all taxes and reimbursement of out of pocket expenses, ber at ified and confirmed. "

> By Order of the Board of Directors For Salora International Ltd.

Date : 12<sup>th</sup> August, 2023 Place : New Delhi -/Sd/-(Anubhav Nigam) **Company Secretary** 

## NOTES:

- 1. The Ministry of Corporate Affairs ('MCA') vide its General Circular No. 20/2020 dated May 5, 2020 read with General Circular Nos. 14/2020, 17/2020, 02/2021, 2/2022 and 10/2022 dated April 8, 2020, April 13, 2020, January 13, 2021, May 5, 2022 and December 28, 2022 respectively (collectively referred to as 'MCA Circulars') and Securities and Exchange Board of India ('SEBI') vide its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020 read with Circular No. SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021, SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated May 13, 2022 and SEBI/HO/CFD/Pod-2/P/CIR/2023/4 dated January 5, 2023 ('SEBI Circulars') have permitted to hold the Annual General Meeting by companies through video conferencing (VC) / other audio visual means (OAVM), without the physical presence of the Members. Accordingly, in compliance with the provisions of the Companies Act, 2013 ('Act'), Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('Listing Regulations'), MCA Circulars and SEBI Circular, the 54<sup>th</sup> AGM of the Company is being conducted through VC/OAVM Facility, which does not require physical presence of members at a common venue. Hence, Members can attend and participate in the ensuing AGM through VC/OAVM.
- 2. An Explanatory Statement pursuant to Section 102 of the Act, in respect of Items as set out above in the Notice for special business, is annexed hereto. The relevant details, pursuant to Regulations 36(3) of the Listing Regulations and Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India, ('ICSI') in respect of Director seeking re-appointment at this AGM is annexed.
- 3. In accor dan cewith the Secret arial St and ard 2 on General Meetings is sued by the ICSI read Guidance on applicability of Secretarial Standards - 1 and 2 dated April 15, 2020 issued by the ICSI, the proceedings of the AGMs hall be deened to be conducted at the Registered Office of the Company i.e. Dital 4, Okh Area, Phase-II, New Delhi - 110 020 which shall be the venue of the AGM. Since the AGM will be held through VC / OAVM, the Route Map for the venue of the Meeting is not annexed in this Notice.
- 4. Members attending the AGM through VC / OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
- 5. Generally, 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 pursuant to the MCA Circulars through VC / OAVM, physical attendance of members has been dispensed with. Accordingly, appointment of proxies by the members under section 105 of the Act will not be available for the AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
- 6. In compliance with the provisions of Section 108 of the Act, read with the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of Listing Regulations and MCA Circulars, the Company is providing facility of remote e-voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has opted National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-voting system as well as e-voting during the AGM will be provided by NSDL.
- 7. The Members can join the AGM through VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at t heAGMt hr o u gh VC/ OAVMwill benadeav ailable for 1000 members on first connefirst served ba not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairperson of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc, are allowed to attend the AGM without r estriction on account of first connefirst served basis. TheMembers will beablet o view t Securities Depository Limited's ('NSDL') e-Voting website at www.evoting.nsdl.com.
- 8. Body Corporate / Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are entitled to appoint authorized representatives to attend the AGM through VC/OAVM and participate there at and cast their votes through e-voting. They are required to send scanned copy (PDF Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Company at sect@salora.com.
- 9. In compliance with the aforesaid MCA and SEBI Circulars, the Notice of the AGM along with the Annual Report is being sent through e-mail to those members whose e-mail addresses are registered with the Company/ Depositories. The Notice and the Annual Report will also be available on the Company's website www.salora.com, website of the Stock Exchange i.e. BSE Limited at www.bseindia.com, and on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. www.evoting.nsdl.com.



- 10. Members who have still not registered their e-mail IDs are requested to do so at the earliest. Members holding shares in electronic mode can get their e-mail IDs registered by contacting their respective Depository Participant. Members holding shares in physical mode are requested to register their e-mail IDs with the Company or the RTA (M/s Skyline Financial Services Pvt. Ltd.), for receiving the Notice and Annual Report. Requests can be e-mailed to sect@salora.com or info@skylinerta.com. We urge members to support this environment friendly effort of the Company and get their e-mail IDs registered.
- **11.** The Register of Members and Share Transfer Books in respect of Equity Shares of the Company will remain closed during the period commencing from Friday, September 22, 2023 to Thursday, September 28, 2023 (both days inclusive) for the purpose of Annual General Meeting.
- **12.** The Board of Directors has appointed Shri Shivam Rastogi, Partner of SVR & CO., Practicing Company Secretaries, as a Scrutinizer to scrutinize the remote e-voting process and e-voting at the AGM in a fair and transparent manner.
- **13.** The voting result declared along with the Scrutinizer's Report will be forwarded to BSE Limited at <u>www.bseindia.com</u> and shall be simultaneously uploaded on the Company's website <u>www.salora.com</u> within stipulated time.
- 14. 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, maintained under Section 189 of the Act will be made available electronically, for inspection by the Members during the AGM. Members seeking inspection of the aforementioned documents can send an e-mail to sect@salora.com.
- **15.** As per the provisions of Section 72 of the Act and SEBI Circular, the facility for making nomination is available for the Members in respect of the shares held by them. Members who have not yet registered their nomination are requested to register the same by submitting Form No. SH-13. If a Member desires to opt out or cancel the earlier nomination and record a fresh nomination, he/she may submit the same in ISR-3 or SH-14 as the case may be. The said forms can be downloaded from our website at <u>www.salora.com</u>, and website of the Registrar and Transfer Agent ('RTA') at <u>www.skylinerta.com</u>. Members are requested to submit the said details to their Depository Participants in case the shares are held by them in dematerialized form and to the Company's RTA in case the shares are held by them in physical form, quoting their folio number.
- 16. Members holding shares in physical form, in identical order of names, in more than one folio are requested to send to the Company's RTA, the details of such folios to get her with thes har ecer tificates alo do cuments for consolidating their holding in on efolio. Requests for consolidation processed in dematerialized form.
- 17. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any Member as soon as possible. Members are also advised to not leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Dep ository Participant and holdings should be verified from timet ot inne.
- 18. SEBI videits not if i cation dat ed January 24, 2022 has man dat edt hat all r equests for transmission and transposition requests shall be processed only in dematerialised form. In view of the same and to elimin at eall r is ks as sociat ed with p hy sical shares and to avail various ben efits of dematare advised to dematerialise their holdings.
- **19.** In case of any change such as name, registered address, e-mail id, mobile no., PAN, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, nomination, power of attorney, etc., the members are required to intimate the same:
  - o FOR SHARES HELD IN ELECTRONIC FORM:

To their respective DP; and

o FOR SHARES HELD IN PHYSICAL FORM:

To the Company/RTA (M/s Skyline Financial Services Private Limited) in prescribed Form No. ISR-1 and other forms pursuant to SEBI Circular No. SEBI/HO/MIRSD/ MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021. Further, the Company has sent letters to the members holding shares in physical form to furnish the abovementioned details which are not registered in their respective folio no(s).

- 20. SEBI vide its Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated January 25, 2022 has mandated the listed companies to issue securities in dematerialised form only while processing certain prescribed service r eq u es t s. Accor din dy, t hemember s ar er eq u es t ed t o makes er vicer eq u es t by s u bmit t in Form No. ISR-4, the format of which is available on the Company's website at www.salora.com and on the website of RTA at www.skylinerta.com. Members are requested to note that any service request would only be processed aft er t hefolio is KYC Compliant.
- 21. Members will be provided facility to attend the AGM through VC/OAVM through the NSDL e-voting system. Members may access by following the steps mentioned herein below for Access to NSDL e-Voting system. After successful login, you can seelin kof "VC/OAVM" placed under "Join Meeting" menu again st Company name Yo to click on VC/OAVM link placed under Join Meeting menu. The link for VC/OAVM will be available in Shareholder/ Member login where the EVEN of the Company will be displayed. Please note that the Members who do not have User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.
- **22.** Members are encouraged to join the Meeting through Laptops for better experience. Further members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- 23. Please note that participants connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experienceAudio / Videoloss du et o fluctuation in their respectiven et wo to use Stable Wi-Fior LAN Connection to mitigate any kind of aforesaid glitches.
- 24. Shareholders who would like to express their views/ask questions during the meeting may register themselves as a speaker by sending their request mentioning their name, demat account number/folio number, e-mail id, mobile number at <a href="mailto:sect@salora.com">sect@salora.com</a> during the period Friday, September 15, 2023 from 09:00 A.M. to Wednesday, September 20, 2023 up to 5:00 P.M. The same will be replied by the Company suitably. The Company reserves its right to restrict the number of speakers depending on the availability of time for the AGM.
- **25.** Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.
- **26.** Members are requested to attend and participate in the ensuing AGM through VC / OAVM and cast their vote either through remote e-voting facility or through e-voting facility to be provided during the AGM.
- 27. The remote e-voting period commences from Monday, September 25, 2023 at 9:00 A.M. (IST) till Wednesday, September 27, 2023 at 5:00 P.M. (IST) During this period, Members of the Company holding shares either in physical form or in demat form, as on the cut-off date i.e. Thursday, September 21, 2023 may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.
- **28.** The facility of e-voting during the AGM will be available to those Members who have not cast their vote by remote e-voting. Members, who have cast their vote by remote e-voting, may attend the AGM through VC/ OAVM but will not be entitled to cast their vote once again on resolutions.
- **29.** The voting rights of the Members shall be in proportion to their shares in the paid-up Equity Share capital of the Company as on the cut-off date.
- **30.** Any person, who acquires shares of the Company and becomes a Member of the Company after sending of the Notice and holding shares as of the cut-off date, may obtain the login ID and password by sending a request to NSDL at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a>. However, if he/she is already registered with NSDL for remote e-voting then he/she can use his/her existing User ID and password for casting the vote.
- 31. Any person holding shares in physical form and non-individual shareholders, who acquires shares of the Company and becomes member of the Company after the notice is sent through e-mail and holding shares as of the cut-off date i.e. September 21, 2023, may obtain the login ID and password by sending a request at evoting@nsdl.co.in or Issuer/ RTA. However, if the member is already registered with NSDL for remote e-voting, then the member can use its existing user ID and password for casting its vote. If the member forgot its password, member can reset its password by using "Forgot User Details/Password" or "Physical User Reset Password" option available on www.evoting.nsdl.com or call on 022 48867000 and 022 24997000. In case of Individual Shareholders holding securities in demat mode who acquires shares of the Company and becomes a Member of the Company after sending of the Notice and holding shares as of the cut-off date i.e. September 21, 2023 may follow steps mentioned in the Notice of the AGM under "Access to NSDL e-Voting system".



## THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING ANNUAL GENERAL MEETING ARE AS UNDER:-

The remote e-voting period begins on **September 25, 2023 at 09:00 A.M.** and ends on **September 27, 2023 at 05:00 P.M.** The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Regist er of Members / Ben eficial Own ers as on t her ecor d da**Sep(ember 21, 12023; ne**); cast their vote electronically. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date, being **September 21, 2023**.

#### How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

#### Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

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

Type of shareholders	Login Method	
Individual Shareholders holding securities in demat mode with NSDL.	1. Existing IDeAS user can visit the e-Services website of NSDL Viz. <u>https://eservices.nsdl.com</u> either on a Personal Computer or on a mobile. On the e-Services home page click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added 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 i.e. NSDLand you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.	
	<ol> <li>If you are not registered for IDeAS e-Services, option to register is available at <u>https://eservices.nsdl.com</u>. Select "Register Online for IDeAS Portal" or click at <u>https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</u></li> </ol>	
	3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.com/</u> 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 av ai l abl eu n der 'Shar eho I der / Menber 's ect i o n . An ew s cr een will to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Pas s w o r d/ OTP an d a Ver i fi cat i o n Co de as s ho wn o n t hes or 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 i.e. NSDLand you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.	
	<ol> <li>Shareholders/Members can also download NSDL Mobile App "NSDL Speede" facility by scanning the QR code mentioned below for seamless voting experience.</li> </ol>	
	NSDL Mobile App is available on App Store Google Play	

Individual Shareholders holding securities in demat mode with CDSL	<ol> <li>Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login Easi /Easiest are requested to visit CDSL website www.cdslindia.com and click on login icon &amp; New System Myeasi Tab and then user your existing my easi username &amp; password.</li> </ol>	
	2. After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.	
	<ol> <li>If the user is not registered for Easi/Easiest, option to register is available at CDSL website <u>www.cdslindia.com</u>and click on login &amp; New System Myeasi Tab and then click on registration option.</li> </ol>	
	4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on <u>www.cdslindia.com</u> home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.	
Individual	You can also login usingthelogin credentials of your demat	acco u n t
Shareholders (holding	Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in,	
securities in demat	you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to	
mode) login through	NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting	
their depository	feature. Click on company name or e-Voting service provider i.e. NSDL and you will be	
participants	redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.	
	F	

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDS.

Login type	Helpdesk details
	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <u>evoting@nsdl.co.in</u> or call at 022 - 4886 7000 and 022 - 2499 7000
	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <u>helpdesk.evoting@cdslindia.com</u> or contact at toll free no. 1800 22 55 33

B) Login Method for e-Voting and joining virtual meeting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

#### How to Log-in to NSDL e-Voting website?

- 1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.com/</u> either on a Personal Computer or on a mobile.
- 2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/ Member' section.
- 3. A new screen will open. You will have to entery our User ID, your Password/OTP and a \on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <u>https://eservices.nsdl.com/</u> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

4. Your User IDdet ails ar egiven below:

Ма	nner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:	
a)	a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID	
		For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.	
b)	b) For Members who hold shares in	16D∕git Beneficiar y ID	
demat accoun	demat account with CDSL.	For ex ampleify our Ben eficiary IDis 12************************************	youru
c)	c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company	
Phy		For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***	

- 5. Password details for shareholders other than Individual shareholders are given below:
  - a) If you are already registered for e-Voting, then you can user your existing password to login and cast your vote.
  - b) If y o u ar eusin gNSDLe Vot in gs y st emfor t hefir st time, y o u will need to ret rievet was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
  - c) How to retrieve your 'initial password'?
    - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox.
       Op en t heemail an dop en t heat t achment i. e a. pdf file Op en t he. pdf file Thep as s. pdf file is y our 8 digit client ID for NSDL account, last 8 digits of client ID for n umber for s har es heldin p hy sical for m. The. pdf filecon t ain s y our 'Us er ID and your a statement's statement's statement's statement of the statement of the statement's statement.
    - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those** shareholders whose email ids are not registered.
- 6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on "Forgot User Details/Password?" (If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
  - b) <u>Physical User Reset Password?</u>" (If you are holding shares in physical mode) option available on <u>www.evoting.nsdl.com</u>.
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at <u>evoting@nsdl.co.in</u> mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
- 7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 8. Now, you will have to click on "Login" button.
- 9. After you click on the "Login" button, Home page of e-Voting will open.

#### Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.

#### How to cast your vote electronically and join General Meeting on NSDL e-Voting system?

- 1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.
- 2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join Meeting".
- 3. Now you are ready for e-Voting as the Voting page opens.
- 4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wisht o cast your vot ean dclickon "Su brint" and also "Confirm" when prompted.

- 5. Up on confirmation, themessage "Votecast successfully "will be displayed.
- 6. You can also taket heprintout of thevotes cast by you by clickingon theprint optic
- 7. On cey ou confirmy our voteon theresolution, you will not beallowed to modify yo

#### **General Guidelines for shareholders**

- 1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/ JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to <u>cs.shivamr@gmail.com</u> with a copy marked to <u>evoting@nsdl.co.in</u>.Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "Upload Board Resolution / Authority Letter" displayed under "e-Voting" tab in their login.
- 2. It is strongly recommended not to share your password with any other person and take utmost care to keep your p as s w o r d co n fi den t ial. Lo g n t o t hee v o t in gw dbs it ewill bed is abled u p o n fi v eu n s u cc correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.
- 3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of <u>www.evoting.nsdl.com</u> or call on.: 022 4886 7000 and 022 2499 70000 r s en d a r eq u es t t o NSDODffg@askdtco.in

## Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

- In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificat e(front and back), PAN (s elf at tested s can ned copy of PAN card), AADH AR (s elf at test Aadhar Card) by email to <u>sect@salora.com</u>.
- 2. In cas es har es ar eheld in demat mode, pleas eprovide DPI D CLI D(16 digit DPI D+ CLI Dor 16 digit ben Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to sect@salora.com. If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at step 1 (A) i.e.Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.
- 3. Alternatively shareholder/members may send a request to <u>evoting@nsdl.co.in</u>for procuring user id and password for e-voting by providing above mentioned documents.
- 4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

#### THE INSTRUCTIONS FOR MEMBERS FOR e-VOTING ON THE DAY OF THE AGM ARE AS UNDER:-

- 1. The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above forremote e-voting.
- 2. Only those Members/ shareholders, who will be present in the AGM throughVC/OAVM 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 system in the AGM.
- 3. Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.
- 4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the AGM shall be the same person mentioned for Remote e-voting.

#### INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:

1. Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for Access to NSDL e-Voting system. After successful login, you can see link of "VC/OAVM" placed under "Join meeting" nen u again st comp any n ane Yo u are requested to click on VC/OAVM link placed under Join Meeting menu. The link for VC/OAVM will be available in