# **36**<sup>th</sup> ANNUAL REPORT 2019-20





# SHIVALIK BIMETAL CONTROLS LIMITED





со	CONTENTS IN THIS REPORT Page No.		
	Company Information		
	Notice to the Members		
	Directors' Report		
	Secretarial Audit Report		
	Extract of Annual Return		
	Corporate Governance Report		
	Management Discussion and Analysis Report		
	Report on Corporate Social Responsibility Activities		
	Standalone Financial Statements		
	Consolidated Financial Statements		



### **COMPANY INFORMATION**



Board of Directors	Mr. S. S. Sandhu, Chairman Mr. N. S. Ghumman, Managing Director Mr. Rohit Kapur, Independent Director Mr. N. J. S. Gill, Independent Director Lt. Gen. Pradeep Khanna (Retd.), Independent Director Mrs. Anu Ahluwalia, Independent Director Mr. G. S. Gill, Non-Executive Director Mrs. Harpreet Kaur, Non-Executive Director
Chief Financial Officer	Mr. Rajeev Ranjan
Company Secretary	Mrs. Aarti Jassal
Registered Office	16-18, New Electronics Complex, Chambaghat, Distt. Solan, Himachal Pradesh -173213 Phone: +91-1792-230578 Fax: +91-1792-230475 Email: i <u>nvestor@shivalikbimetals.com</u> Website: <u>www.shivalikbimetals.com</u> CIN: L27101HP1984PLC005862
Head Office	H-2, Suneja Chambers, 2 <sup>nd</sup> Floor, Alaknanda Commercial Complex, New Delhi-110019 Phone: +91-11-26027174, 26028175 Fax: +91-11-26026776
Statutory Auditors	M/s. Arora Gupta & Co. Chartered Accountants (Firm Registration No. 021313C) HO: T2 Gole Market, Rudrapur, Udham Singh Nagar, Uttarakhand 263153
Bankers	Indian Bank DBS Bank India Ltd.
Registrar & Share Transfer Agent	MAS Services Ltd. T - 34, II <sup>nd</sup> Floor, Okhla Industrial Area, Phase- II, New Delhi-110020 Tel No. (91) (11) 26387281, 266387282 Fax: (91) (11) 26387384 Email: <u>info@masserv.com</u> Website: <u>http://www.masserv.com</u>



### NOTICE TO THE MEMBERS



NOTICE is hereby given that the 36<sup>th</sup> Annual General Meeting ("AGM") of the Members of Shivalik Bimetal Controls Limited ("SHIVALIK") will be held on Tuesday, the 29<sup>th</sup> day of September, 2020 at 11.00 AM Indian Standard Time (IST) through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") to transact the following business: -

#### **ORDINARY BUSINESS**

- 1. To receive, consider and adopt the Audited Financial Statements (both Standalone and Consolidated Financial Statements) of the Company for the financial year ended 31<sup>st</sup> March, 2020 and the Reports of the Board of Directors and the Auditors thereon.
- 2. To confirm the payment of Interim Dividend on equity shares for the financial year ended 31<sup>st</sup> March, 2020.
- 3. To appoint a Director in place of Mrs. Harpreet Kaur (DIN: 07012657), who retires by rotation and being eligible, offers herself for re-appointment.

#### SPECIAL BUSINESS

4. RATIFICATION OF REMUNERATION PAYBLE TO MR. RAMAWATAR SUNAR, COST AUDITORS' OF THE COMPANY FOR THE FINANCIAL YEAR ENDING 31<sup>st</sup> MARCH, 2021

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 and all other applicable provisions, if any, of the Companies Act, 2013 ('the Act') read with the Companies (Audit and Auditors) Rules, 2014 framed thereunder (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), the Company hereby ratifies the remuneration of ₹ 75,000/- per annum plus applicable taxes and out of pocket expenses payable to Mr. Ramawatar Sunar, Cost Accountant, (Firm Registration No. 100691), re-appointed by the Board of Directors on the recommendation of the Audit Committee, as Cost Auditor of the Company to conduct Audit of cost records of the Company for the financial year ending 31<sup>st</sup> March, 2021."

5. 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 Sections 196, 197, 203 read with Schedule V and any other applicable provisions, if any, of the Companies Act, 2013 ('the Act') and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and the applicable Regulations under Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ( the 'Listing Regulations') and subject to the provisions of the Articles of Association of the Company and based on the recommendation of the Nomination and Remuneration Committee, the consent and approval of the Company be and is hereby accorded to the reappointment of Mr. N. S. Ghumman (DIN: 00002052), who has already attained the age of 70 years, as Managing Director of the Company for a period of five (5) years w.e.f. 01<sup>st</sup> April, 2021 to 31<sup>st</sup> March, 2026, at a managerial remuneration, perquisites and other terms and conditions are mentioned hereunder:-

Particulars	Amount (₹ in Lakhs) Per annum
Basic Salary	201.00
House Rent Allowance	96.00
Perquisites as per rule of the Company	3.00
Gross Remuneration	300.00

**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution, any of the Directors or Company Secretary of the Company be and are hereby severally authorised to sign all such documents, letters, papers as may be required, to file requisite forms with the Registrar of Companies and to do all such acts, deeds, matters and things as are incidental thereto or as may be deemed necessary or desirable and to settle any question or difficulty that may arise in such manner as it may deem fit."

#### For Shivalik Bimetal Controls Limited

Place: New Delhi Date: September 01, 2020 Sd/-Aarti Jassal Company Secretary M.No. A25690





#### **Registered Office**: 16-18, New Electronics Complex, Chambaghat, Distt. Solan, Himachal Pradesh - 173213 CIN: L27101HP1984PLC005862 E-mail: <u>investor@shivalikbimetals.com</u>

#### NOTES:

- The Explanatory Statement, pursuant to Section 102(2) of the Companies Act, 2013 ("The Act"), setting out material facts concerning the special business under Item No. 4 & 5 of the Notice is annexed hereto. The relevant details, pursuant to Regulations 26(4) and 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India, in respect of Director(s) seeking appointment/reappointment at this Annual General Meeting ("AGM") is also annexed.
- 2. As one of the measures to contain the spread of the Covid-19 pandemic, the Ministry of Corporate Affairs ("MCA") has vide its circular dated May 5, 2020 read with circulars dated April 8, 2020 and April 13, 2020 (collectively referred to as "MCA Circulars") and SEBI circular dated 12/05/2020 permitted the holding of Annual General Meeting through VC / OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act, 2013 ("Act"), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") and MCA Circulars, the 36<sup>th</sup> Annual General Meeting of the Company is being conducted through Video Conferencing ("VC") (hereinafter referred to as "AGM"). In accordance with the Secretarial Standard -2 on General Meeting issued by the Institute of Company Secretaries of India (ICSI) read with Guidance/ Clarification dated April, 15, 2020 issued by ICSI, the proceedings of the AGM shall be deemed to be conducted at the Registered Office of the Company which shall be the deemed Venue of the AGM.
- 3. 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 the Proxy Form and Attendance Slip are not annexed to this Notice. Members attending the AGM through VC/OAVM shall be counted for the purpose reckoning the quorum under Section 103 of the Act.
- 4. Institutional / Corporate Shareholders (i.e. other than individuals / HUF, NRI, etc.) are required to send a scanned certified copy (PDF/JPG Format) of their Board or governing body's Resolution/Authorization, authorizing their representative to attend the AGM through VC / OAVM on their behalf and to vote through remote e-voting, to the Scrutinizer through e-mail at <u>amitsaxenacs@yahoo.com</u> with a copy marked to NSDL at <u>evoting.nsdl.co.in.</u>
- The Register of Members and Share Transfer Books of the Company shall remain closed from Wednesday, 23<sup>rd</sup> September, 2020 to Tuesday, 29<sup>th</sup> September, 2020 (both days inclusive) for the purpose of 36<sup>th</sup> Annual General Meeting.
- 6. Company has appointed MAS Services Limited, Registrar and Share Transfer Agents (RTA), to provide Video Conferencing facility for the AGM and the attendant enablers for conducting of the AGM.
- 7. In compliance with the aforesaid MCA Circulars and SEBI Circular dated May 12, 2020, Notice of the AGM along with the Annual Report 2019-20 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/ Depositories. Members may note that the Notice and Annual Report FY 2019-20 will also be available on the Company's website <u>www.shivalikbimetals.com</u> and websites of the Stock Exchange i.e. BSE Limited at <u>www.bseindia.com</u> respectively.

If your email ID is already registered with the Company/ Depositary, Notice of AGM along with Annual Report for FY 2019-20 and login details for e-voting shall be sent to your registered email address. Shareholders who have not registered their mail address and in consequence the Annual Report, Notice of AGM and login details for e-voting could not be serviced.

8. Procedure for registering the email addresses and obtaining the Annual Report, AGM notice and e-voting instructions by the shareholders whose email addresses are not registered with the Depositories (in case of shareholders holding shares in Demat form) or with RTA (in case the shareholders holding shares in physical form):





Physical Holding	Send a signed request to Registrar and Share Transfer Agents of the Company, MAS Services Limited at <u>info@masserv.com</u> providing Folio number, Name of the shareholder, scanned copy of the share certificate (Front and Back), PAN (Self attested scanned copy of PAN Card), AADHAR (Self attested scanned copy of Aadhar Card) for registering email address.
	Please send your bank detail with original cancelled cheque to our RTA (i.e. MAS Services Limited, T-34, 2 <sup>nd</sup> floor, Okhla Industrial Area, Phase-II, New Delhi, 110020, alongwith letter mentioning folio no., If not registered already.)
	PLEASE UPDATE THE SAME ON OR BEFORE 22/09/2020
DEMAT Holding	Please contact your Depositary Participant (DP) and register your email address as per the process advised by DP.
	Please also update your bank detail with your DP for dividend payment by NACH, if declare by company.
	PLEASE UPDATE THE SAME ON OR BEFORE 22/09/2020

- 9. The Securities and Exchange Board of India (SEBI) has mandated submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form are requested to submit their PAN details to the Registrar/Company.
- 10. SEBI vide circular dated 20<sup>th</sup> April 2018 has mandated the Company to collect copy of PAN and Bank account details from Members holding shares in physical form. Accordingly individual letters has been sent in 2018 and subsequently 2 reminder letters also sent as per SEBI circular in 2018. Shareholders who have not register their PAN and bank detail with the Company/RTA are requested to provide the information at the earliest to the Company/RTA.
- 11. Pursuant to Finance Act 2020, dividend income will be taxable in the hands of shareholders w.e.f. April 1, 2020 and the Company is required to deduct tax at source from dividend paid to shareholders at the prescribed rates. For the prescribed rates for various categories, the shareholders are requested to refer to the Finance Act, 2020 and amendments thereof. To enable the Company to determine the appropriate TDS / withholding tax rate applicability, shareholders are requested to send the requisite documents with the Registrar and Transfer Agent viz. MAS Services Limited ("RTA") at <u>info@masserv.com</u>. The shareholders are requested to update their PAN with the Company / MAS Services Limited (in case of shares held in physical mode) and depositories (in case of shares held in demat mode) at the earliest.
- 12. As per Regulation 40 of ("SEBI Listing Regulations"), as amended, Securities of Listed Companies can be transferred only in dematerialized form with effect from April 1, 2019, except in case of request received for transmission or transposition of securities. In view of this and to eliminate all risks associated with physical shares, members holding shares in physical form are requested to consider converting their holdings to dematerialized form. Members can contact the Company or Company's Registrar and Share Transfer Agents, MAS Services Limited for assistance in this regard.
- 13. Members are requested to intimate changes, if any, pertaining to their name, postal address, email address, telephone/ mobile numbers, Permanent Account Number (PAN), mandates, nominations, power of attorney, bank details such as name of the bank and branch details, bank account number, MICR code, IFSC code, etc., to their DPs in case the shares are held in electronic form and to MAS Services Limited in case the shares are held in physical form.
- 14. Members holding shares in single name and in physical form are advised to make nomination in respect of their shareholding in the Company. The Nomination Form SH-13 prescribed by the Government can be obtained from the Registrar and Share Transfer Agent or the Secretarial Department of the Company at its Head Office.
- 15. Members who wish to claim Dividends, which remain unclaimed, are requested to either correspond with the Corporate Secretarial Department at the Head office or the Company's Registrar and Share Transfer Agent (MAS Services Limited) for revalidation and encash them before the due date. The details of such unclaimed dividends are available on the Company's website at <u>www.shivalikbimetals.com</u>. Members are requested to note that the dividend remaining unclaimed for a continuous period of seven years from the date of transfer to the Company's Unpaid Dividend Account shall be transferred to the Investor Education and Protection Fund (IEPF). In addition, all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more shall be transferred by the Company to demat account of the IEPF Authority within a period of thirty days of such shares becoming due to be transferred to the IEPF.





In the event of transfer of shares and the unclaimed dividends to IEPF, members are entitled to claim the same from IEPF authority by submitting an online application in the prescribed Form IEPF- 5 available on the website <u>www.</u> <u>lepf.gov.in</u> and sending a physical copy of the same duly signed to the Company along with the requisite documents enumerated in Form IEPF-5. Members can file only one consolidated claim in a financial year as per the IEPF rules.

- 16. In case of joint holders, 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 at the AGM.
- 17. Members seeking any information with regard to the accounts or any matter to be placed at the AGM are requested to write to the Company on or before 25<sup>th</sup> September, 2020 through email on <u>investor@shivalikbimetals.com</u>. The same will be replied by the Company suitably.
- 18. Members holding share certificates under different folio numbers but in the same order of name are requested to apply for consolidation of such folios and send relevant share certificates to RTA, MAS Services Limited for consolidating their holdings under one folio. A consolidated share certificate will be issued to such Members after making requisite changes.
- 19. All documents referred to in the Notice along with the Statutory Registers maintained by the Company as per the Act will be available for inspection in electronic mode upto the date of the AGM of the Company and will also be available electronically for inspection by the Members during the AGM. The shareholders can put up the request for this purpose.

#### **20**. Voting through electronic means

- a) In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 ('Amended Rules 2015') and Regulation 44 of the SEBI Listing Regulations and Secretarial Standard on General Meetings (SS2) issued by the Institute of Company Secretaries of India, the Company is pleased to provide its members facility to exercise their right to vote on resolutions proposed to be considered at the 36<sup>th</sup> AGM by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL).
- b) The facility for e-voting through shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through e-voting system available at the AGM.
- c) The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.
- d) If a person was a Member prior to the record date but has ceased to be a Member on the cut-off date, he/she shall not be entitled to vote and attend the AGM. Such person should treat this Notice for information purpose only.
- e) The remote e-voting period commences on Saturday, September 26, 2020 (9:00 a.m. IST) and ends on Monday, September 28, (5:00 p.m. IST). During this period, Members holding shares either in physical form or in dematerialized form, as on Monday, September 22, 2020 i.e. cut-off date, may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter. Those Members, who will be present in the 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 e-voting system during the AGM.

The process and manner for remote e-voting are as under:

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

#### Step 1: Log-in to NSDL e-Voting system at https://www.evoting.nsdl.com/

#### Step 2: Cast your vote electronically on NSDL e-Voting system.

#### Details on Step 1 are mentioned below: 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.</u> <u>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 'Shareholders' section.





3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <u>https://eservices.nsdl.</u> <u>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 ID details are given below:

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical		Your User ID is:
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
b)	For Members who hold shares in	12***** then your user ID is IN300***12*****. 16 Digit Beneficiary ID
	demat account with CDSL.	For example if your Beneficiary ID is 12**************** then your user ID is 12*********
c)	For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the Company
		For example if folio number is 1*** and EVEN is 101456 then user ID is 0000001101456***

- 5. Your password details 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 you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which 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. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
    - 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 <u>www.evoting.nsdl.com</u>
  - b) Physical User Reset Password?" (If you are holding shares in physical mode) option available on <a href="http://www.evoting.nsdl.com">www.evoting.nsdl.com</a>
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at <a href="http://www.evoting.nsdl.com">http://www.evoting.nsdl.com</a> mentioning your demat account number/folio number, your PAN, your name and your registered address.
- 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.





#### Details on Step-2 is given below:

#### How to cast your vote electronically on NSDL e-Voting system?

- 1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
- 2. After click on Active Voting Cycles, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle is in active status.
- 3. Select "EVEN" of Company for which you wish to cast your vote.
- 4. Now you are ready for e-Voting as the Voting page opens.
- 5. Cast your vote by selecting appropriate options i.e. Assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 6. Upon confirmation, the message "Vote cast successfully" will be displayed.
- 7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- 8. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

#### General Guidelines for shareholder:

- 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>amitsaxenacs@yahoo.com</u> with a copy marked to <u>evoting@nsdl.co.in</u>.
- 2) It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the 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 <u>www.evoting.nsdl.com</u> 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 toll free no.: 1800-222-990 or send a request to Mrs. Pallavi Mhatre at <u>evoting@nsdl.co.in</u>.

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

#### 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 for remote e-voting.
- 2. Only those Members/ shareholders, who will be present in the AGM through/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 the same at <u>https://www.evoting.nsdl.com</u> under shareholders/members login by using the remote e-voting credentials. The link for VC/OAVM will be available in shareholder/members login where the EVEN of Company will be displayed. Please note that the members who do not have the 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. Further members can also use the OTP based login for logging into the e-Voting system of NSDL.





- 2. Members are encouraged to join the Meeting through Laptops for better experience.
- 3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- 4. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
- 5. Shareholders who would like to express their views/ask questions during the meeting may register themselves as a speaker may send their request mentioning their name, demat account number/folio number, email id, mobile number at <u>investor@shivalikbimetals.com</u>.
- 6. Shareholders, who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at <u>investor@shivalikbimetals.com</u>. The same will be replied by the company suitably.
- 7. Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.

#### **Other Instructions**

- 1. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of Tuesday, September 22, 2020.
- 2. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e Tuesday, September 22, 2020, may obtain the login ID and password by sending a request at <u>evoting@nsdl.co.in</u> or RTA, MAS Services Limited.
- 3. A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM.
- 4. 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 only shall be entitled to avail the facility of remote e-voting and e-voting at the AGM to those persons who have not cast their vote in remote e-voting and join the AGM by video conferencing.
- 5. Mr. Amit Saxena, Practicing Company Secretary (Membership No. 29918), Proprietor of M/s Amit Saxena & Associates has been appointed for as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- 6. The Scrutinizer shall, immediately after the conclusion of voting at the AGM, first count the votes cast during the AGM, thereafter unblock the votes cast through remote e-voting and make, not later than 48 hours of conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman or a person authorised by him in writing, who shall countersign the same.
- 7. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by using e-voting system for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
- 8. The result declared along with the Scrutinizer's Report shall be placed on the Company's website <u>www.shivalikbimetals.</u> <u>com</u> and on the website of NSDL https://www.evoting.nsdl.com immediately. The Company shall simultaneously forward the results to BSE Limited, where the shares of the Company are listed.

#### For Shivalik Bimetal Controls Limited

Place : New Delhi Date : September 01, 2020 -/Sd Aarti Jassal Company Secretary M.No. A25690

#### **Registered Office**: 16-18, New Electronics Complex, Chambaghat, Distt. Solan, Himachal Pradesh - 173 213 CIN: L27101HP1984PLC005862 E-mail: <u>investor@shivalikbimetals.com</u>