



**ZEAL AQUA LIMITED**

**ANNUAL REPORT 2016-2017**

**REGISTERED OFFICE**

CIN: L05004GJ2009PLC056270  
At Olpad GIDC, PL No. 4,5, Ta:Olpad, Surat-394540  
Tel: +91-02621-220047  
Email: [zealaqua@gmail.com](mailto:zealaqua@gmail.com)  
Website: [www.zealaqua.com](http://www.zealaqua.com)

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## CORPORATE INFORMATION

### **BOARD OF DIRECTORS**

**Mr. Shantilal Ishwarbhai Patel**  
Chairman & Managing Director (Executive)  
DIN :01362109

**Mr. Pradipkumar Ratilal Navik**  
Whole Time Director (Executive)  
DIN :01067716

**Mr. Rohan Pradipkumar Navik**  
Whole Time Director (Executive)  
DIN :02531248

**Mr. Naginbhai Paragbhai Patel**  
Independent Director (Non-Executive)  
DIN :01675923

**Mr. Maheshbhai Nathubhai Mistry**  
Independent Director (Non-Executive)  
DIN :07138442

**Mrs. Roshan Melli Kadodwala**  
Independent Director (Non-Executive)  
DIN :07138664

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

M/s. Bigshare Services Pvt. Ltd.  
Bharat Tin Works Building,  
1<sup>st</sup> Floor, Opp. Vasant Oasis,  
Next to Keys Hotel, Marol Maroshi Road,  
Andheri-East, Mumbai-400059  
Tel. : +91-022-62638294  
Email: [info@bigshareonline.com](mailto:info@bigshareonline.com)  
Website: [www.bigshareonline.com](http://www.bigshareonline.com)

ISIN: INE819S01017  
BSESME SCRIP ID/CODE: ZEAL/539963

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### **CHIEF FINANCIAL OFFICER**

Mr. Shailendrasingh Chatarsingh Patil

### **COMPANY SECRETARY & COMPLIANCE OFFICER**

Ms. Javanika N. Gandharva

### **STATUTORY AUDITORS**

M/s. Pary & Co.  
Chartered Accountants (FRN : 007288C)  
9005, World Trade Centre,  
Ring Road, Surat-395002  
Ph: +91- 0261-3927221  
Fax: +91-261-3927221  
E-mail- paryco@gmail.com

### **BANKER TO THE COMPANY**

#### **Allahabad Bank**

864, Alaknanda Apartment,  
Athugar Street, Nanpura, Surat-395001  
Ph. No.: +91-261-2461879, 2462348  
Fax: +91-261-2461156  
E mail - [br.nanpura@allahabadbank.in](mailto:br.nanpura@allahabadbank.in)

#### **Bank of India**

1<sup>st</sup> Floor, Near BSNL Office, Opp. Panjrapole,  
Ghod Dod Road, Surat- 395007  
Ph. No.: +91-261-2240012/14  
Fax : +91-261-2240013  
E mail- [suratMCB.vadodara@bankofindia.co.in](mailto:suratMCB.vadodara@bankofindia.co.in)

#### **Punjab National Bank**

First Floor, Meghani Tower,  
Station Road, Surat-395 002  
Ph. No.: +91-261-2422421,2411037  
Fax: +91-261-2422112  
E mail- [bo0439@pnb.co.in](mailto:bo0439@pnb.co.in)

#### **Syndicate Bank**

Ratan Kutir Building, 277, Salabatpura,  
Main Branch, Surat-395003  
E mail - [br.7170@syndicatebank.co.in](mailto:br.7170@syndicatebank.co.in)

### **BOOK CLOSURE**

Date: 11/09/2017 to 15/09/2017  
(both days inclusive)

### **9<sup>TH</sup> ANNUAL GENERAL MEETING**

**Date:** 22<sup>nd</sup> September, 2017 **Time:** 11.30 A.M.  
**Vaue:** Registered Office-At Olpad GIDC,  
PL No. 4,5, Ta: Olpad, Surat- 394540



## **NOTICE**

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**NOTICE** is hereby given that the **Ninth** Annual General Meeting of the Members of **Zeal Aqua Limited** will be held on **Friday, the 22nd September, 2017** at **11.30 a.m.** at the Registered Office of the Company at **Olpad GIDC Pl No 4,5 TA Olpad Surat-394540** to transact the following businesses:-

### **ORDINARY BUSINESS**

1. **Item No. 1 – Adoption of Financial Statements**

To receive, consider and adopt the Audited Financial Statements for the financial year ended on 31<sup>st</sup> March, 2017 including the Audited Balance Sheet as at 31<sup>st</sup> March, 2017 and the Statement of Profit and Loss for the year ended on that date and the Reports of the Board of Directors and Auditors thereon.

**“RESOLVED THAT** the Balance Sheet and Profit and loss account for the year ended 31<sup>st</sup> March, 2017 along with the Director’s Report, be and are hereby considered, Adopt and Approved”

2. **Item No. 2 – Re-appointment of Director(s) retiring by rotation**

To appoint a Director in place of Mr. Rohan Pradipkumar Navik (DIN: 02531248), an Executive Director, liable to retire by rotation in terms of section 152(6) of the Companies Act, 2013 and being eligible seeks re-appointment in the Company.

**“RESOLVED THAT** pursuant to Sub-Section 6 of Section 152 of the Companies Act, 2013 and other relevant Sections of the said Act, if any, Mr. Rohan Pradipkumar Navik (DIN: 02531248), an Executive Director, be and is hereby re-appointed as a Director of the Company liable to retire by rotation.”

3. **Item No. 3 – Ratification of appointment of Statutory Auditors**

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 139 & 142 and other applicable provisions, if any, of the Companies Act, 2013 and Companies (Audit and Auditors) Rules, 2014, including any modification, variation or re-enactment thereof, M/s PARY & Co., having firm registration no. 007288C, Chartered Accountants who were appointed in the AGM held on 30.09.2014, as the Statutory Auditors of the company for a period of 5 years subject to annual ratification; be and are hereby ratified for the financial year 2017-18 at such remuneration as may be determined by the Board of Directors of company.”

### **SPECIAL BUSINESS**

4. **Item No. 4 – Appointment of Whole time Director**

To consider and, if thought fit, to pass with or without modification(s), the following resolution as a **Special Resolution**:-

**Regd. Office:** Plot No. 4 / 5, Olpad G.I.D.C,  
Taluka: Olpad, District: Surat 394 540, State: Gujarat, India, **t:+91 -2621-220047**  
**Factory:** Block No. 347, Village Orma, Taluka :Olpad, District: Surat, State: Gujarat, India  
**Email:** zealaqua@gmail.com, **Website:** [www.zealaqua.com](http://www.zealaqua.com)

**“RESOLVED THAT** in accordance with the provisions of Sections 152, 196, 197 and 203 read with other applicable provisions 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 upon the recommendation of Nomination and Remuneration committee and Board of directors Mr. Dhavalkumar Shantilal Patel(DIN:02961674), be and is hereby appointed as a Whole time Director of the company for a period of 5 Years with effect from 22<sup>nd</sup> September, 2017; liable to retire by rotation, at a remuneration of Rs. 2,00,000 Per month with other perquisites.

**RESOLVED FURTHER THAT** the Board of Directors and the Nomination and Remuneration Committee be and is hereby authorised to alter and vary the remuneration as it may deem fit, within the limits specified in Section 197 read with Schedule V of the Companies Act, 2013.

**RESOLVED FURTHER THAT** approval of the shareholders of the Company be and is hereby accorded for payment of managerial remuneration of all or any of the director in case of loss or inadequacy of profits to the extent of twice the amount of remuneration allowed in Table A of section II of Part II of Schedule V, without any further requirement of central government permission.

**RESOLVED FURTHER THAT** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

#### 5. Item No. 5 – Appointment of Independent Director

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 Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule IV to the Companies Act, 2013 and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Mr. Maneck Jimmy Patalwala (DIN:01269927) in respect of whom 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 appointed as an Independent Director of the Company to hold office for a term of 5 years, not liable to retire by rotation.”

**RESOLVED FURTHER THAT** the Board be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

#### 6. Item No. 6 – Taking of Loans and matters related thereto

To consider and, if thought fit, to pass with or without modification(s), the following resolution as a **Special Resolution:-**

**“RESOLVED THAT** in supersession of the earlier resolution passed by the members of the Company at their meeting held on September 30, 2014 and pursuant to the provisions of Section 180 (1)(c) and all other applicable provisions, if any, of the Companies Act, 2013 (including any statutory modifications, or re-enactments thereof) and pursuant to the provisions of the Articles of Association of the Company, approval of the shareholders of the Company be and is hereby accorded to the Board of Directors to borrow for and on behalf of the Company, from time to time, any sum or sums of monies, from any one or more of the Company’s bankers and/or from any one or more other banks, persons, firms, companies/body corporate, financial institutions, institutional investor(s) and/or any other entity/entities or authority/authorities, whether in India or abroad, and whether by way of cash credit, advance, deposits, loans, or bill discounting, issue of debentures, commercial papers, long or short term loan(s), syndicated loans, either in rupees and/or such other foreign currencies as may be permitted by law from time to time, and/or any other instruments/securities or otherwise and whether unsecured or secured by mortgage, charge, hypothecation or lien or pledge of the Company’s assets, licenses and properties (whether movable or immovable, present or future) and all or any of the undertaking of the Company, stock-in-process or debts, for the purpose of the Company’s business, notwithstanding that the monies to be borrowed together with the monies already borrowed by the Company, if any, (apart from temporary loans obtained from the Company's bankers in the ordinary course of business) will or may exceed, at any time, the aggregate of the Paid-up Capital of the Company and its Free Reserves, that is to say, reserves which are not set apart for any specific purposes, provided that the total amount up to which the monies may be borrowed by the Board of Directors and outstanding at any time shall not exceed INR 150,00,00,000/- (Indian Rupees One Hundred and Fifty Crore Only).

**RESOLVED FURTHER THAT** the Board of Directors of the Company and/or any person authorized by the Board from time to time in this regard be and is hereby empowered and authorized to arrange or fix the terms and conditions of all such monies to be borrowed from time to time as to interest, repayment, securities or otherwise as they may think fit.

**RESOLVED FURTHER THAT** Board of Directors of the Company and/or any person authorized by the Board from time to time be and is hereby empowered and authorised to take such steps as may be necessary for obtaining approvals, statutory or otherwise, in relation to the above and to settle all matters arising out of and incidental thereto and to sign and to execute deeds, applications, documents and writings that may be required, on behalf of the Company and generally to do all such acts, deeds, matters and things as may be necessary, proper, expedient or incidental for giving effect to this resolution.

**RESOLVED FURTHER THAT** a certified true copy of the aforesaid resolution be forwarded to the concerned and they be requested to act thereon.”

**By order of the Board of Directors  
For Zeal Aqua Limited**

Sd/-

**Javanika N. Gandharva**  
*Company Secretary*

Date : 26<sup>th</sup> August, 2017  
Place : Surat

## NOTES:

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING (“MEETING/AGM”) IS ENTITLED TO APPOINT A PROXY TO ATTEND AND TO VOTE ON A POLL INSTEAD OF HIMSELF / HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. A PERSON CAN ACT AS A PROXY ON BEHALF OF MEMBERS NOT EXCEEDING 50 AND HOLDING IN THE AGGREGATE NOT MORE THAN 10% OF THE TOTAL SHARE CAPITAL OF THE COMPANY. HOWEVER, A MEMBER HOLDING MORE THAN 10%, OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS MAY APPOINT A SINGLE PERSON AS PROXY AND SUCH PERSON SHALL NOT ACT AS PROXY FOR ANY OTHER PERSON OR MEMBER. THE INSTRUMENT APPOINTING PROXY IN ORDER TO BE VALID AND EFFECTIVE SHOULD BE LODGED / DEPOSITED WITH THE COMPANY AT ITS REGISTERED OFFICE OF THE COMPANY NOT LESS 48 (FORTY EIGHT) HOURS BEFORE THE SCHEDULED TIME OF THE COMMENCEMENT OF 9<sup>TH</sup> ANNUAL GENERAL MEETING. BLANK PROXY FORM IS ANNEXED HERETO.
2. The Explanatory Statement, pursuant to Section 102(2) of the Companies Act, 2013 in respect of the special business mentioned in above notice is annexed hereto. In terms of the provisions of Section 107 of the Companies Act, 2013, the business set out in the Notice will be transacted through electronic voting system and the Company is providing facility for voting by electronic means. Instructions and other information relating to e- voting are given in the notice under Note No. 21. The Company will also send communication relating to remote e-voting which inter alia would contain details about User ID and password along with a copy of this Notice to the members, separately. The said resolutions will not be decided on a show of hands at the Annual General Meeting.
3. Corporate members intending to send their authorized representatives to attend the meeting are requested to send certified copy of board resolution or other governing body authorizing their representatives to attend and vote on their behalf at the meeting.
4. Relevant documents referred to in the above Notice are open for inspection at the Registered Office of the Company during the business hours on any working day (except Sunday and holidays) between 10.00 a.m. and 4.00 p.m. up to the date of the Annual General Meeting.
5. Members/proxies/authorized representatives should bring their copy of the Annual Reports and Accounts along with Attendance Slip (duly completed) when attending the Meeting.
6. Members who hold shares in dematerialized form are requested to write their DP – ID and Client – ID Numbers and those who hold shares in Physical form are requested to write their Folio Number in the Attendance Slip for attending the Meeting.
7. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of Names will be entitled to vote.
8. The Shareholders are requested to direct change of address notifications and updates details to their respective Depository Participants(s).
9. Equity Shares of the Company are under compulsory demat trading by all Investor.
10. Brief resume of all Directors including those liable to retire by rotation and proposed to be re-appointed, nature of their expertise in specific functional areas, names of companies in which they hold directorships and memberships / chairmanships of Board Committees, shareholding and relationships between directors inter-se as stipulated under Regulation 36(3) read with Schedule V of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 are provided in the Report on Corporate Governance forming part of the Annual Report.
11. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 and the Register of Contracts or Arrangements in which Directors are interested, maintained under Section 189 of the Companies Act, 2013, will be available for inspection by the members at the Annual General Meeting.
12. **The Register of Beneficial Owners, Register of Members and Share Transfer Book of the Company shall remain closed from Monday, the 11<sup>th</sup> September, 2017 till Friday, the 15<sup>th</sup> September, 2017 (both days inclusive) for the purpose of 9<sup>th</sup> Annual General Meeting.**
13. The Ministry of Corporate Affairs (vide circular nos. 17/2011 and 18/2011 dated 21<sup>st</sup> April, 2011 and 29<sup>th</sup> April, 2011 respectively) has undertaken a “Green Initiative in Corporate Governance” and allowed

companies to share documents with its shareholders through an electronic mode. A recent amendment to the Listing Agreement with Stock Exchanges permits companies to send soft copies of the Annual Report to all those shareholders who have registered their email address for the said purpose. Members are requested to support this Green Initiative by registering / updating their email address for receiving electronic communication.

14. Members are requested to contact our Registrar and Transfer Agent for any query related to shares and other inquiry at following address:

**M/s. Bigshare Services Private Limited**

Bharat Tin Works Building, 1<sup>st</sup> Floor, Opp. Vasant Oasis, Next to Keys Hotel, Marol Maroshi Road, Andheri-East, Mumbai-400059

Tel. : +91-022-62638294, E-mail: [info@bigshareonline.com](mailto:info@bigshareonline.com), Website: [www.bigshare.com](http://www.bigshare.com)

- Please Quote Folio No. / DP ID & CL ID for any communication for your shareholding.
- Bring the copy of Annual Report at the meeting.

15. In accordance with Section 101 of the Companies Act, 2013 read with Rule 18 of the Companies (Management and Administration) Rules, 2014, the Annual Report of the Company for the Financial Year 2016-17, including the Notice convening the 9<sup>th</sup> Annual General Meeting, has been emailed to the members whose email addresses are available with the depositories for communication purposes or are obtained directly from the members, as per Section 136 of the Companies Act, 2013, and Rule 11 of the Companies (Accounts) Rules, 2014. If any member wishes to get a duly printed copy of the Annual Report, the Company will send the same, free of cost, upon receipt of request from the member. Members who have not registered their email addresses so far are requested to register them for receiving all communication including Annual Report and other notices from the Company electronically.

16. The Annual Report of the Company will be available on the Company's website [www.zealaqua.com](http://www.zealaqua.com), and on the website of respective Stock Exchange where the equity shares of the Company are listed, [www.bseindia.com](http://www.bseindia.com). As per Section 136(1), the physical copies of the aforesaid documents will also be available at the Company's registered office for inspection during normal business hours on working days. Members who require communication in physical form in addition to e-communication, or have any other queries, may write to us at [cs@zealaqua.com](mailto:cs@zealaqua.com).

17. Any member desiring any clarification/explanation in respect of the information given in this annual report is requested to submit query to the company at least 10 days in advance before the meeting so as to enable the management to keep information ready.

18. The route map of the venue of the Annual General Meeting is appended to this Report. The prominent land mark near the venue is Hindustan Chemical Co.

19. The Annual Report 2016-17, the Notice of the 9th AGM and instructions for e-voting along with the Attendance Slip and Proxy form, are being sent by electronic mode to all the members whose email addresses are registered with the Company/ Depository Participant(s) , unless a member has requested for a physical copy of documents. For members who have not registered their email addresses, physical copies of the documents are being sent by the permitted mode.

20. The Shareholder needs to furnish the printed Attendance slip along with a valid identity proof such as the PAN card, passport, AADHAR card or driving license to enter the AGM hall.

21. **Voting through electronic means (E-Voting)**

**Section – A**

- i. The Company is pleased to offer e-voting facility to all its members to enable them to cast their vote electronically in terms of section 108 of the Companies Act, 2013 read with Companies (Management and Administration) Rules, 2014 and Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015. Accordingly the members may exercise their rights to vote on resolutions proposed to be passed at the 9<sup>th</sup> Annual General Meeting (AGM) by electronic means. The members may cast their votes using electronic system from a place other than the venue of the meeting (“remote e-voting”) through the remote electronic voting service facility arranged by Central Depository Services (India) Limited.
- ii. The facility for voting through ballot papers will also be made available at the AGM and the members attending the AGM who have not already cast their votes by remote e-voting shall be able to exercise their right at the AGM through ballot process.

- iii. The Members who have cast their votes by remote e-voting prior to the AGM may attend the AGM but shall not be entitled to cast their votes again.
- iv. If Members are opting for remote e-voting, they shall not vote by poll paper and vice versa. However, in case Members cast their vote both by poll paper and by remote e-voting, then voting done through remote e-voting shall prevail and voting done by poll paper will be treated as invalid.
- v. The Members whose names are recorded in the Register of Members or in the Register of Beneficial owners maintained by the Depositories as on the Cut-off date i.e. **15<sup>th</sup> September, 2017** only shall be entitled to avail the facility of remote e-voting as well as voting through the ballot process at the AGM. Any recipient of the Notice, who has no voting rights as on the Cut-off date, shall treat this Notice as intimation only.
- vi. A person who has acquired the shares and has become a member of the Company after the dispatch of the Notice of the AGM and prior to the Cut-off date i.e. **15<sup>th</sup> September, 2017**, shall be entitled to exercise his/her vote either electronically i.e. remote e-voting or through the ballot process at the AGM by following the procedure mentioned in this part.
- vii. The Remote e-voting period will commence on **Tuesday, 19<sup>st</sup> September, 2017 at 9.30 a.m. and will end on Thursday, 21<sup>st</sup> September, 2017 at 5.00 p.m.** During this period, the members of the Company holding shares either in physical form or in demat form as on the Cut-off date i.e. **15<sup>th</sup> September, 2017**, may cast their vote electronically. The members will not be able to cast their vote electronically beyond the date and time mentioned above and the remote e-voting module shall be automatically disabled for voting thereafter.
- viii. Once the vote on a resolution is cast by the member, he/she shall not be allowed to change it subsequently or cast the vote again.
- ix. The facility for voting through ballot process would be made available at the AGM and the members attending the meeting who have not already cast their votes by remote e-voting shall be able to exercise their right at the meeting through ballot process. The members who have already cast their vote by remote e-voting prior to the meeting may also attend the Meeting, but shall not be entitled to cast their vote again.
- x. The e-voting Event Number, User ID and password along with the detailed instructions for e-voting are provided in the notice of e- voting, being sent along with the notice of AGM.
- xi. The voting rights of the members shall be in proportion to their share in the paid up equity share capital of the Company as on the Cut-off date i.e. **15<sup>th</sup> September, 2017**.
- xii. The Company has appointed CS Ranjit Binod Kejriwal, Practicing Company Secretary (Membership No.: 6116; COP No: 5985), to act as the Scrutinizer for conducting the remote e-voting process as well as the voting through ballot process at the AGM, in a fair and transparent manner.

## **Section – B**

**The procedure and instructions for members for remote e-voting (both for physical as well as demat holders) are, as follows:**

**Date and time of commencement of voting through electronic means: 19<sup>th</sup> September, 2017 at 9.30 hours. Date and time of end of voting through electronic means beyond which voting will not be allowed: 21<sup>th</sup> September, 2017 at 17.00 hours**

Details of Website: [www.evotingindia.com](http://www.evotingindia.com)

Details of persons to be contacted for issues relating to e-voting:

Ranjit Kejriwal,  
Practicing Company Secretary  
1, Aastha, 2/906, Hira Modi Sheri,  
Opp. Gujarat Samachar Press,  
Sagrampura, Ring Road,  
Surat – 395002  
Emai : [rbksurat@gmail.com](mailto:rbksurat@gmail.com)  
Ph: +91-261-2331123



The e-voting module shall be disabled for voting on 21<sup>st</sup> September, 2017 at 17.00 hours. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently. The voting right of shareholders shall be in proportion to their share in the paid up equity share capital of the company as on 15<sup>th</sup> September, 2017 (cut-off date).

Shri Ranjit Kejriwal, CS, Practising Company Secretary has been appointed as the scrutinizer to scrutinize the e-voting process in a fair and transparent manner. The Scrutinizer shall within a period not exceeding three (3) working days from the conclusion of the e-voting period unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairperson of the Company. The results shall be declared at / after the AGM of the Company. The results declared along with the Scrutinizer's Report shall be available on the Company's website within two (2) days of conclusion of the AGM of the Company and communicated to the Stock Exchange.

In case of members receiving e-mail:

- i. Log on to the e-voting website: [www.evotingindia.com](http://www.evotingindia.com)
- ii. Click on "Shareholders" tab
- iii. Now, select, "ZEAL AQUA LIMITED" from the drop down menu and click on "SUBMIT"
- iv. Now Enter your User ID (For CDSL: 16 digits beneficiary ID; For NSDL: 8 Characters DP ID followed by 8 Digits Client ID, Members holding shares in Physical Form should enter Folio Number registered with the Company and then enter the Image Verification Code as displayed and Click on Login).
- v. If you are holding shares in Demat form and had logged on to e-voting platform and casted your vote earlier for any company, then your existing password is to be used.
- vi. If you are a first time user follow the steps given below:
- vii.

For Members holding shares in Demat Form and Physical Form	
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department ( Applicable for both demat shareholders as well as physical shareholders)  Members who have not updated their PAN with the Company /Depository participant are requested to use the sequence number provided at the attendance slip enclosed herewith in the PAN field.
DOB	Enter the Date of Birth as recorded in your demat account in dd/mm/yyyy format.
Dividend Bank Details	Enter the Dividend Bank Details as recorded in your demat account or in the Company's records for the said demat account or folio. If the details are not recorded with the depository or Company please enter the member ID/ folio number in the Dividend Bank details field.

Please enter the DOB or Dividend Bank Details in order to login.

- viii. After entering these details appropriately, click on "SUBMIT" tab.
- ix. Members holding shares in physical form will then reach directly the "Zeal Aqua Limited" screens. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- x. For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- xi. Click on the relevant EVSN- Zeal Aqua Limited on which you choose to vote.

- xii. In the voting page, you will see Resolution Description and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolutions and option NO implies that you dissent to the Resolution.
- xiii. Click on the "Resolutions File Link" if you wish to view the entire Resolution.
- xiv. After selecting the resolution you have decided to vote on, click on 'SUBMIT". A confirmation box will be displayed.
- xv. If you wish to confirm your vote, click on "OK" else to change your vote, click on "CANCEL" and accordingly modify your vote.
- xvi. Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- xvii. You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
- xviii. If Demat account holder has forgotten the changed password then Enter the User ID and Image verification Code and click on Forgot Password & enter the details as prompted by the system.
- Institutional shareholders (i.e. other than individuals, HUF, NRI, etc) are required to log on to <https://www.evotingindia.co.in> and register themselves as Corporate.
  - They should submit a scanned copy of the Registration Form bearing the stamp and sign of the entity to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)
  - After receiving the login details they have to create a user who would be able to link the account(s) which they wish to vote on.
  - The list of accounts should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - They should upload a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, in PDF format in the system for the scrutinizer to verify the same.

In case of members receiving the physical copy:

Please follow all steps from Sl. No. i to Sl. No. xvi above to cast vote.

- A. The voting period begins on Tuesday, the 19<sup>th</sup> September, 2017 at 09.30 hours and ends on Thursday, the 21<sup>st</sup> September, 2017 at 17.00 hours. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- B. In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.co.in](http://www.evotingindia.co.in) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)
- C. In case of members desiring to exercise vote by Postal Ballot:

A member desiring to exercise vote by postal ballot shall complete the enclosed Ballot Form with assent (for) or dissent(against) and send it to Shri Ranjit Kejriwal, Company Secretary,1, Aastha, 2/906, Hira Modi Sheri, Opp. Gujarat Samachar Press, Sagrampura, Ring Road, Surat – 395002 so as to reach him on or before 21<sup>st</sup> September, 2017 at 17.00 hours. Any Ballot Form received after the said date shall be treated as if the reply from the Members has not been received.

**By order of the Board of Directors  
For Zeal Aqua Limited**

Date : 26<sup>th</sup> August, 2017  
Place : Surat

Sd/-  
**Javanika N. Gandharva**  
*Company Secretary*