



# 33RD ANNUAL REPORT



2021-22



## **BOARD OF DIRECTORS**

<b>Executive Chairman</b>	SHRI SANJEEV RUNGTA
<b>Directors</b>	SHRI MUKUND BERIWALA
	SMT. RASHMI DESAI
	SHRI AMAN RUNGTA

### **Registered Office**

205, Marol Bhavan, 2nd Floor,  
Marol Co-op. Industrial Estate,  
M.V. Road, J.B. Nagar Post,  
Andheri(E), Mumbai – 400 059  
Tele :+91-22-28599428  
Fax : +91-22-28599429  
E-mail : mumbai@zenithfibres.com

### **Works**

Block 458,  
Village Tundav,  
Taluka Savli  
Dist. Vadodara – 391775

### **Share Transfer Agent**

M/s. Bigshare Services Private Limited  
1<sup>st</sup> Floor Bharat Tin Works Building  
Opp. Vasant Oasis Makwana Road  
Marol Andheri (East) Mumbai –  
400059 India  
Tel Nos. : (022) 6263 8200  
Fax No. : (022) 6263 8299  
Email id : investor@bigshareonline.com

### **AUDITORS**

M/s. Surendra Modiani & Associates  
Chartered Accountants

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**URL : [www.zenithfibres.com](http://www.zenithfibres.com)**

# ZENITH FIBRES LIMITED

## NOTICE FOR THIRTY THIRD ANNUAL GENERAL MEETING

CIN: L40100MH1989PLC054580

**Regd. Office:** 205, Marol Bhavan, Marol Co-op. Ind. Estate, M. V. Road, J. B. Nagar Post, Andheri(E), Mumbai-400059  
**Tele/Fax No. :** 022-28599428 **E-Mail:** mumbai@zenithfibres.com **URL:** www.zenithfibres.com

**Notice** is hereby given that the Thirty Third Annual General Meeting of the members of Zenith Fibres Limited will be held on Monday, the 26th of September, 2022 at 11.00 a.m. through Video Conferencing /other Audio Visual Means, to transact the following business:

### Ordinary Business:

1. To receive, consider and adopt the audited Financial Statements for the year ended on 31st March, 2022 together with the Directors' Report and Auditors' Report thereon.
2. To declare dividend of ₹ 1.5 (One Rupees Fifty Paise only) being 15%, per equity share of face value of ₹ 10.00/- (Rupees Ten only) each for the Financial Year ended March 31, 2022
3. To appoint a director in place of Shri. Sanjeev Rungta (DIN: 00053602), who retires by rotation and being eligible, offers himself for re-appointment.

4. To consider and approve re-appointment of 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, 141 and 142 of the Companies Act, 2013 read with Rule 3, 4 and 6 of the Companies (Audit and Auditors) Rules, 2014, and other applicable provisions of the Companies Act, 2013 read with rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force), M/S Surendra Modiani & Associates, Chartered Accountants (Firm Registration No. 126307W) be and is hereby re-appointed as the Statutory Auditors of the Company for another term of five (5) years from the conclusion of 33rd Annual General Meeting of the Company up to the conclusion of 38th Annual General Meeting of the Company on such remuneration as mentioned in the Explanatory Statement annexed to this Notice.

### Special Business:

5. To consider and if thought fit, to pass, the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to the provisions of Sections 196, 197, 198, 203 and other applicable provisions, if any, of the Companies Act, 2013 ("the Act") and Schedule V thereto read with the Rules made thereunder and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any amendment(s), statutory modification(s) or re-enactment(s) thereof for the time being in force) and upon the recommendations of Nomination and Remuneration Committee and the Board of Directors of the Company, the fresh approval of the members of the Company be and is hereby accorded for the payment of remuneration to Shri Aman Rungta (DIN: 03585306), Whole Time Director Finance of the Company, who was appointed at the Annual General Meeting of the Company held on September 29, 2020 for a period of 3 years w.e.f. 1st April 2020, upto 31st March, 2023, and is proposed to be appointed from 1st April, 2022 to 31st March, 2025, in case the Company has no profits or the profits of the Company are inadequate during the period commencing from 1st April, 2021 to 31st March, 2025, notwithstanding that such remuneration may exceed the limits specified under Section 197 and Schedule V of the Act;

1. Basic Salary ₹ 300,000/- per month with an annual increase of upto 10% Per annum and will be entitled to 1 Month leave for every 11 months of service or encashment in lieu thereof.
2. Perquisites: In addition to the salary and commission he is entitled to the following perquisites:

PERQUISITES : The Whole Time Director Finance shall be entitled to perquisites & benefits like, medical reimbursement, leave travel concession for self & family, club fees, medical and personal accident insurance for self and family, etc. The value of perquisites shall be evaluated as per Income Tax Rules wherever applicable Provided that such expenses shall not exceed 30% of Basic salary in a year.

Further, He will also be entitled to Company's contribution to Provident Fund, Superannuation Fund, Pension Fund, Gratuity, bonus/ ex-gratia, loans, etc. as per rules/policy of the Company.

Further, Reimbursement of Mobile and telephone expenses at residence, Free fully furnished accommodation whereby rent (if any), electricity, gas, water charges, etc. as per actual to be borne by the Company, use of Company's

car for official purposes and for to and fro from residence etc. and these shall not be included in the computation of perquisites.

3. OTHER TERMS :

I. The Whole Time Director Finance shall not be paid any sitting fees for attending the meeting(s) of the Board of Directors or Committees thereof.

II. He will be entitled to reimbursement of entertainment, traveling and all other expenses incurred in the course of the Company's business.

RESOLVED FURTHER THAT approval of members be and is hereby also accorded for payment of above remuneration in terms of Regulation 17(6)(e) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

RESOLVED FURTHER THAT Mr. Aman Rungta, Whole Time Director Finance and Ms. Siddhi Shah, Company Secretary and Compliance Officer, be and are hereby severally authorized to do all such acts, deeds, matters and things including signing and filing forms/returns with the Registrar of Companies to give effect to the aforesaid resolution."

**6. To re-appoint Smt. Rashmi Desai (DIN: 02281570) as an Independent Non-Executive Director and in this regard, to consider, and if thought fit, to pass with or without modification(s), the following resolution as a Special Resolution:**

"RESOLVED THAT pursuant to the provisions of Sections 149, 150, 152, 160 and any other applicable provisions of the Companies Act, 2013 ("Act") and the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule IV to the Act and Regulations 16(1)(b), 25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, and as recommended by the Nomination and Remuneration Committee of Directors and the Board of Directors Smt. Rashmi Desai (DIN: 02281570), Independent Non-Executive Director of the Company, who has submitted a declaration that she meets the criteria for independence as provided in Section 149(6) of the Act and is eligible for reappointment, be and is hereby re-appointed as an Independent Non-Executive Director of the Company to hold office for another term of consecutive five years with effect from 11th November 2022."

"RESOLVED FURTHER THAT Mr. Aman Rungta, Director and/or Ms. Siddhi Shah, Company Secretary of the Company be and are hereby severally authorised to do all acts, deeds and things including filings and take steps as may be deemed necessary, proper or expedient to give effect to this Resolution and matters incidental thereto."

**By Order of the Board**

**Siddhi Shah**

**Company Secretary**

**Date: 6/8/2022**

**Place: Vadodara**

**Notes :**

1. Relevancy of questions and the order of the Shareholders to speak at the Meeting will be decided by the Chairperson.
2. In view of the COVID-19 pandemic and the need for ensuring social distancing, the Government of India, Ministry of Corporate Affairs ("MCA") allowed conducting Annual General Meeting through video conferencing (VC) or other audio-visual means (OAVM) without the physical presence of Members at a common venue. Accordingly, in accordance with the requirements provided in paragraph 3 and 4 of the MCA General Circular No. 20/2020 the 33rd Annual General Meeting (AGM) of the Members will be held through VC. Hence, Members can attend and participate in the AGM through VC only.
3. Since this General Meeting is to be held through VC the physical attendance of members is dispensed with and no proxies would be accepted by the Company pursuant to the relevant MCA Circulars. No attendance slip/route map has been sent along with this Notice of the Meeting.
4. Members who are shareholders as on, September 20, 2022 can join the AGM 15 minutes before the commencement of the AGM i.e. at 10.45 A.M and till the time of the conclusion of the Meeting by following the procedure mentioned in this Notice.
5. Members attending the Meeting through VC will be counted for the purposes of reckoning of Quorum under Section 103 of the Companies Act, 2013.
6. In line with the MCA and SEBI Circulars, the Notice calling the AGM has been uploaded on the website of the Company. The Notice can also be accessed from the website of the Stock Exchange. The AGM Notice is also disseminated on the website of CDSL (agency for providing the Remote e-Voting facility and e-voting system during the AGM) i.e. [www.evotingindia.com](http://www.evotingindia.com).
7. The information required to be provided under the SEBI (Listing Obligations and Disclosure Requirement Regulations), 2015 and the Secretarial Standards on General Meetings, regarding the Directors, who are proposed to be re-appointed are provided in Corporate Governance Report.
8. An explanatory statement pursuant to Section 102 of the Companies Act, 2013 in respect of the items 4 to 6 of the notice, convening the AGM, is annexed.

9. The Register of Members and Transfer Books of the Company will be closed, September 23, 2022.
10. Members holding shares in physical form are requested to furnish bank details, email address, change of address etc. to M/s. Bigshare Services Private Limited 1<sup>st</sup> Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri (East), Mumbai – 400059 who are the Company’s Registrar and Share Transfer Agents so as to reach them latest by September 10, 2022, in order to take note of the same. In respect of members holding shares in electronic mode, the details as would be furnished by the Depositories as at the close of the aforesaid date will be considered by the Company.
11. In terms of the MCA Circulars and relevant circulars issued by SEBI, the Notice and the Annual Report have been sent via email to all those members who have registered their email ids with the Company or the RTA or the Depositories or the Depository Participants. Those Members who have not yet registered their email address are requested to get their email addresses registered by following the procedure given below:
  - a) Members who have registered/not registered their mail address and mobile nos. including address and bank details may please contact and validate/update their details with the Depository Participant in case of shares held in electronic form and with RTA in case the shares are held in physical form.
  - b) Members may visit the website of the Company for downloading the Annual Report and Notice of the AGM.
12. The Register of Directors and KMP and their shareholding maintained under Section 170 of the Companies Act, 2013, the Register of Contracts or Arrangements in which the directors are interested, maintained under Section 189 of the Act, and the relevant documents referred to in the Notice will be available at registered office for inspection by the members during the AGM.
13. Members are requested to note that as per Section 123 of the Companies Act, 2013, dividend(s) not encashed/claimed within seven years from the date of declaration will be transferred to Investor Education and Protection Fund (IEPF) constituted by the Central Government. After transfer of said amount to IEPF, any person claiming to be entitled to the amount will have to apply to IEPF authority for refund of dividend. The following are the details of dividend paid by the Company, which has remained unclaimed/unpaid and their respective due dates of transfer to IEPF:

<b>Date of declaration of Dividend</b>	<b>Dividend for the year</b>	<b>Proposed Month and Year of transfer to IEPF</b>
29.9.2015	2014-15	October, 2022
29.9.2016	2015-16	October, 2023
29.9.2017	2016-17	October, 2024
28.9.2018	2017-18	October, 2025
27.9.2019	2018-19	October, 2026

Members who have not encashed their dividend warrants pertaining to the aforesaid years may approach the Company/its Registrar, for obtaining payments thereof at least 20 days before they are due for transfer to the said fund.

14. SEBI has decided that securities of listed companies can be transferred only in dematerialized form with effect from 1st April, 2019. In view of the above and to avail various benefits of dematerialisation, members are advised to dematerialize shares held by them in physical form.
15. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (LODR) Regulations 2015 (as amended), 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 entered into an agreement with CDSL for facilitating voting through electronic means, as the authorized e-Voting’s agency. The facility of casting votes by a member using remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.
16. Final Dividend on the Equity Share as recommended by the Board of Directors on the equity share capital of the Company i.e. Rs.1.5 per Equity Share of face value of 10/- each for the FY ended 31st March 2022, if declared at the AGM, will be made payable within 30 days of declaration to those members whose names appear as beneficial owners as on cutoff date, as per lists to be furnished by the depositories viz. National Securities Depository Limited and Central Depository Services (India) Limited. Members who have not updated their bank account details for receiving the dividends directly in their bank accounts through electronic remittance may register the same with respective DPS/RTA.
17. Members holding shares in electronic form are hereby informed that bank particulars registered with their respective DPs, with whom they maintain their demat accounts will be used by the Company for payment of dividend.
18. In case the Company is unable to pay the dividend to any Shareholder by the electronic mode, due to non-availability of the details of the bank account, the Company shall dispatch the dividend warrants / pay order to such Shareholder by post.
19. As per the Income Tax Act, 1961 (“IT Act”), dividends paid or distributed by the Company after April 01, 2020, shall be taxable in the hands of the shareholders and the Company shall be required to deduct tax at source (TDS)

at the prescribed rates from the dividend to be paid to the shareholders, subject to approval of shareholders in the ensuing AGM. For the prescribed rates for various categories, please refer to the Finance Act, 2020 and the amendments thereof. In order to enable us to determine the applicable TDS rate, members are requested to submit the relevant documents on or before record date i.e 20<sup>th</sup> September 2022 .

**THE INTRUCTIONS OF SHAREHOLDERS FOR REMOTE E-VOTING AND E-VOTING DURING AGM AND JOINING VIRTUAL MEETINGS ARE AS UNDER:**

**Step 1** : Access through Depositories CDSL/NSDL e-Voting system in case of individual shareholders holding shares in demat mode.

**Step 2** : Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode.

- (i) The voting period begins on September 22, 2022 at 9.00 a.m and ends on September 25, 2022 at 5.00 p.m. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date 20th September 2022 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
- (iii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020, under Regulation 44 of SEBI (LODR) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to **all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants**. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

**Step 1** : Access through Depositories CDSL/NSDL e-Voting system in case of individual shareholders holding shares in demat mode.

- (iv) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 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.

Pursuant to above said SEBI Circular, Login method for e-Voting and joining virtual meetings **for Individual shareholders holding securities in Demat mode** is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL	<ol style="list-style-type: none"> <li>1) 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 URL for users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or visit <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on Login icon and select New System Myeasi.</li> <li>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 &amp; voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers i.e. CDSL/NSDL/KARVY/LINKINTIME, so that the user can visit the e-Voting service providers' website directly.</li> <li>3) If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></li> <li>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 <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the</li> </ol>

	evoting is in progress and also able to directly access the system of all e-Voting Service Providers.
Individual Shareholders holding securities in demat mode with <b>NSDL</b>	<ol style="list-style-type: none"> <li>1) If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsd.com">https://eservices.nsd.com</a> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the “Beneficial Owner” icon under “Login” which is available under ‘IDeAS’ section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> <li>2) If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsd.com">https://eservices.nsd.com</a>. Select “Register Online for IDeAS “Portal or click at <a href="https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>3) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsd.com/">https://www.evoting.nsd.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting</li> </ol>
Individual Shareholders (holding securities in demat mode) login through their <b>Depository Participants</b>	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

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. CDSL and NSDL

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with <b>CDSL</b>	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at toll free no. 1800 22 55 33
Individual Shareholders holding securities in Demat mode with <b>NSDL</b>	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30

**Step 2: Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode.**

(v) Login method for e-Voting and joining virtual meeting for **shareholders other than individual shareholders holding in Demat form & physical shareholders.**

- 1) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- 2) Click on “Shareholders” module.
- 3) Now enter your User ID
  1. For CDSL: 16 digits beneficiary ID,
  2. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  3. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
- 4) Next enter the Image Verification as displayed and Click on Login.
- 5) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier e-voting of any company, then your existing password is to be used.

6) If you are a first-time user follow the steps given below:

<b>For Physical shareholders and other than individual shareholders holding shares in Demat.</b>	
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"> <li>Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.</li> </ul>
Dividend Bank Details <b>OR</b> Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. <ul style="list-style-type: none"> <li>If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (v).</li> </ul>

- (vi) After entering these details appropriately, click on "SUBMIT" tab.
- (vii) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders 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.
- (viii) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (ix) Click on the EVSN for the ZENITH FIBRES LIMITED on which you choose to vote.
- (x) On 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 Resolution and option NO implies that you dissent to the Resolution.
- (xi) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xii) After selecting the resolution, you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- (xiii) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xiv) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xv) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xvi) **Facility for Non – Individual Shareholders and Custodians –Remote Voting**
- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves in the "Corporates" module.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
  - The list of accounts linked in the login 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.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
  - Alternatively Non Individual shareholders are required to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; [cs.shah@zenithfibres.com](mailto:cs.shah@zenithfibres.com) if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

**INSTRUCTIONS FOR SHAREHOLDERS ATTENDING THE AGM THROUGH VC/OAVM & E-VOTING DURING MEETING ARE AS UNDER:**

- The procedure for attending meeting & e-Voting on the day of the AGM/ EGM is same as the instructions mentioned above for Remote e-voting.
- The link for VC/OAVM to attend meeting will be available where the EVSN of Company will be displayed after successful login as per the instructions mentioned above for Remote e-voting.



Shareholders who have voted through Remote e-Voting will be eligible to attend the meeting. However, they will not be eligible to vote at the AGM/EGM.

- c) Shareholders are encouraged to join the Meeting through Laptops / iPads for better experience.
- d) Further shareholders will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- e) 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.
- f) Shareholders who would like to express their views/ask questions during the meeting may register themselves as a speaker by sending their request in advance atleast **7 days prior to meeting** mentioning their name, demat account number/folio number, email id, mobile number at [cs.shah@zenithfobres.com](mailto:cs.shah@zenithfobres.com). The shareholders who do not wish to speak during the AGM but have queries may send their queries in advance **7 days prior to meeting** mentioning their name, demat account number/folio number, email id, mobile number at [cs.shah@zenithfobres.com](mailto:cs.shah@zenithfobres.com). These queries will be replied to by the company suitably by email.
- g) Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.
- h) Only those shareholders, who are present in the AGM through VC/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 available during the AGM.
- i) If any Votes are cast by the shareholders through the e-voting available during the AGM and if the same shareholders have not participated in the meeting through VC/OAVM facility, then the votes cast by such shareholders shall be considered invalid as the facility of e-voting during the meeting is available only to the shareholders attending the meeting.

**PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL/MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY/DEPOSITORIES.**

1. For Physical shareholders- please provide necessary details like Folio No., Name of 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) by email to Company/RTA email id.
2. For Demat shareholders -Please update your email id & mobile no. with your respective Depository Participant (DP)
3. For Individual Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting & joining virtual meetings through Depository.

If you have any queries or issues regarding attending AGM & e-Voting from the CDSL e-Voting System, you can write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or contact at 1800 22 55 33

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Sr. Manager, (CDSL, ) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call toll free no. 1800 22 55 33.

- (xvii) The Scrutinizer shall within a period not exceeding 3(three) working days from the conclusion of the e-voting period unblock the votes in the presence of at least 2 (two) witnesses not in the employment of the Company and will make the Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company or any other officer authorized by Chairman.
- (xviii) The Results on resolutions shall be declared on or after the AGM of the Company and the resolutions will be deemed to be passed on the AGM date subject to receipt of the requisite number of votes in favour of the Resolutions.
- (xix) Mr. U. C. Shukla, Practicing Company Secretary has been appointed as the scrutiner for conducting the E-voting process.

The Results declared along with the Scrutinizer's Report(s) will be available on the website of the Company, on Service Provider's website i.e [www.evotingindia.com](http://www.evotingindia.com) and BSE Limited website i.e. [www.bseindia.com](http://www.bseindia.com) within 2 (two) days of declaration of the results

**EXPLANATORY STATEMENT**

As required by Section 102 of the Companies Act, 2013, the following Explanatory Statement sets out material facts relating to the business under items 4 to 6 of the accompanying Notice.

#### **Item 4**

The Members of the Company, at the 28th AGM held on 29<sup>th</sup> September, 2017, appointed M/s. Surendra Modiani & Associates, Chartered Accountant having F.R.N126307W, as Statutory Auditors for a term of five years from conclusion of the 28th AGM of the Company till the conclusion of 33rd AGM of the Company. Accordingly, their first term of appointment as Statutory Auditors of the Company is up for conclusion at the ensuing 33rd AGM. The Board of Directors of the Company, upon recommendation of Audit Committee has approved, subject to approval of shareholders, the re-appointment of M/s. Surendra Modiani & Associates, Chartered Accountant as Statutory Auditors of the Company to hold office from the conclusion of 33rd AGM of the Company till the conclusion of 38th AGM of the Company. As per provisions of Section 139 of the Companies Act, 2013, an audit firm can be appointed or re-appointed up to two terms of five consecutive years. Accordingly, M/s. Surendra Modiani & Associates, Chartered Accountant are eligible for re-appointment for a further period of five years. They have given their consent for their re-appointment as Statutory Auditors of the Company and a certificate has also been obtained confirming that their re-appointment, if made, will be within the limits prescribed under the provisions of Section 139 of the Companies Act, 2013 ('the Act') and the rules made thereunder. As confirmed to the Audit Committee and stated in their report on financial statements, the Statutory Auditors have reported their independence from the Company according to the Code of Ethics issued by the Institute of Chartered Accountants of India ('ICAI') and the ethical requirements relevant to audit. Based on the recommendations of the Audit Committee and the Board of Directors, it is proposed to re-appoint M/s. Surendra Modiani & Associates, Chartered Accountant having F.R.N126307W, as the Statutory Auditors of the Company for the second and final term of five (5) consecutive years, to hold office from the conclusion of ensuing 33rd AGM till the conclusion of the 38th AGM of the Company on such remuneration as recommended by the Audit Committee and as may be mutually agreed between the Board of Directors of the Company and the Statutory Auditors For the subsequent years of their term of appoint.

In view of the above, approval of Members is being sought for the Ordinary Resolution as set out at Item No. 4 of the Notice to re-appoint M/s. Surendra Modiani & Associates, Chartered Accountants, as Statutory Auditors of the Company and to fix their remuneration. None of the Directors or KMP of the Company or their relatives are, in any way, concerned or interested, financially or otherwise, in the Ordinary Resolution set out at Item No. 4 of the Notice. The Board recommends Ordinary Resolution set out at Item No.4 of the Notice for approval by the Members.

#### **Item 5**

The Board of Directors of the Company on recommendation of the Nomination and Remuneration Committee (NRC) and subject to approval by the Members of the Company, appointed Shri Aman Rungta as Whole time Director, designated as Whole Time Director Finance, for a period of 3 years w.e.f. 1st April, 2020.

The Board of Directors and NRC and AC of the Company considered it to be in the best interests of the Company to recommend the revised Remuneration as set out in the Resolution No.5 of this notice in accordance with provisions of Section 198 of the Companies Act, 2013 ("Act") read with Schedule V of the Act and Regulation 17(6)(e) of SEBI (LODR) Regulations, 2015 for a period w.e.f. 1st April, 2021 to 31st March, 2025 subject to the approval by members of the Company.

Members may kindly note that pursuant to the provisions of Section 197 of the Companies Act, 2013 (the Act) and Schedule V thereto, if in any financial year, the Company has no profit or its profits are inadequate, the Company would pay managerial remuneration within the permissible limits prescribed under Section II of Part II of Schedule V based on effective capital of the Company. However the remuneration in excess of the limits prescribed under Section II of Part II of Schedule V will be paid if approved by shareholders by passing special resolution and giving the requisite disclosure as prescribed under section II of part II of schedule V. Further the Company is not in default in payment of dues to any bank or public financial institution or to any other secured creditor, and accordingly their prior approval is not required, for approval of the proposed special resolution.

Thus, Board of Directors on upon recommendation of NRC at its meeting held on 05<sup>th</sup> February 2022 and AC held on 5<sup>th</sup> February 2022 recommend the revised remuneration of Shri Aman Rungta, subject to the approval of members by way of Special Resolution, as mentioned in Resolution No. 5 of the Notice.

The details of Shri Aman Rungta as required under the provisions of Regulation 36 (3) of the SEBI (LODR) Regulations, 2015 and provisions of Secretarial Standard 2 on General Meetings are disclosed under Corporate Governance Report.

Shri Sanjeev Rungta and Shri Aman Rungta, being relatives are deemed to be interested in the resolution. None of the other Directors, Key Managerial Personnel and their relatives are interested or concerned in the proposed resolution financially or otherwise.