

January 20, 2025

**BSE Limited**

Corporate Relationship Department  
Phiroze Jeejeebhoy Towers, Dalal  
Street, Fort,  
Mumbai – 400 001.

Scrip code: 512529

**National Stock Exchange of India Limited**

Listing Department  
Exchange Plaza, Bandra-Kurla Complex,  
Bandra (East),  
Mumbai – 400 051.

Symbol: SEQUENT

Dear Sir/ Madam,

**Subject: Postal Ballot Notice - Disclosure under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('SEBI Listing Regulations')**

Pursuant to the above referred, please find enclosed herewith the Postal Ballot Notice dated January 17, 2025, along with Explanatory Statement, seeking approval of Members of the Company, by way of remote e-voting process, for the below matter:

Sr No	Agenda of the Notice	Resolution Type
1.	Appointment of Ms. Revati Parag Kasture (DIN: 07558973) as a Director (Non-Executive, Independent) of the Company	Special

In compliance with the applicable circulars issued by the Ministry of Corporate Affairs, the Postal Ballot Notice is being sent to the Members of the Company who have their email ids registered with the Company/Depositories and whose names appear in the Register of Members/List of Beneficial Owners as received from Depositories as on Friday, January 10, 2025, through electronic mode only. Accordingly, the physical Postal Ballot Notice, Postal Ballot Form and pre-paid business envelope will therefore not be sent to the Members for this Postal Ballot.

The Company has engaged the services of National Securities Depository Limited ("NSDL") as the agency to provide remote e-voting facility to its Members. Please note that the remote e-voting period will commence on Tuesday, January 21, 2025, at 9:00 A.M. (IST) and end on Wednesday, February 19, 2025, at 5:00 P.M. (IST). The e-voting module shall be disabled by NSDL thereafter. The instructions for remote e-voting are provided in the Postal Ballot Notice.

The Postal Ballot Notice is also uploaded on the Company's website at [www.sequent.in](http://www.sequent.in).

You are requested to kindly take the same on record.

Thanking you,

Yours faithfully,

For **Sequent Scientific Limited**

Yoshita Vora  
Company Secretary

**SeQuent Scientific Limited**

Registered Office: 301, 3<sup>rd</sup> Floor, Dosti Pinnacle, Plot No. E7, Road No. 22, Wagle Industrial Estate, Thane (W), Mumbai - 400604, Maharashtra India

Tel No.: +91-22-4111-4777 | CIN: L99999MH1985PLC036685

Website: <http://www.sequent.in> | Email Id: [investorrelations@sequent.in](mailto:investorrelations@sequent.in)

## Sequent Scientific Limited

Regd. Office: 301, 3rd Floor, Dosti Pinnacle, Plot No. E7, Road No. 22, Wagle Industrial Estate, Thane (West) - 400 604, Maharashtra, India.  
Tel No.: +91 22 4111 4777 | CIN: L99999MH1985PLC036685  
Website: www.sequent.in | Email: investorrelations@sequent.in

### POSTAL BALLOT NOTICE

Dear Member(s),

Notice is hereby given that pursuant to Section 110, 108 of the Companies Act, 2013 (“the Act”), read with the Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 (the “Rules”) including any statutory modification(s) or re-enactment(s) thereof, for the time being in force and other applicable provisions, if any of the Act, read with General Circular No. 14/2020 dated April 8, 2020, General Circular No.17/2020 dated April 13, 2020, and subsequent circulars issued in this regard, latest being General Circular No. 09/2024 dated September 19, 2024, issued by the Ministry of Corporate Affairs (the “MCA Circulars”), Secretarial Standard – 2 on General Meetings issued by the Institute of Company Secretaries of India and Regulation 44 and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”), Sequent Scientific Limited (the “Company”) is seeking the consent of its Members on the appended Special resolution proposed to be passed through Postal Ballot by way of remote e-voting.

In compliance with the requirements of the MCA Circulars, the Company is sending Postal Ballot Notice along with explanatory statement by email to all its Members who have registered their email addresses with the Company/ Depositories/ Depository Participants and the communication of assent/ dissent of the Members will take place through the remote e-voting system. The physical Postal Ballot Notice, Postal Ballot Form and pre-paid business envelope will therefore not be sent to the Members for this Postal Ballot. The Company has provided e-Voting facility only, to its Shareholders to enable them to cast their votes electronically instead of submitting the Postal Ballot Form physically. For this purpose, the Company has engaged the services of National Securities Depository Limited (“NSDL”) as the agency to provide e-Voting facility. The instructions for e-Voting forms part of this Postal Ballot Notice.

The remote e-voting schedule is given in the table below:

<b>Cut-off date for reckoning voting rights for e-voting</b>	<b>Commencement of e-voting (Start date)</b>	<b>Close of e-voting (End date)</b>	<b>Results announcement date</b>
Friday, January 10, 2025	Tuesday, January 21, 2025, 9.00 a.m. (IST)	Wednesday, February 19, 2025, 5.00 p.m. (IST)	On or Friday, before February 21, 2025

During this period, Members of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date, may cast their vote electronically in lieu of voting by physical ballot. The e-voting module shall be disabled by NSDL for voting after the end of the voting time. Please read and follow the instructions on e-voting enumerated in the notes to this Postal Ballot Notice.

The proposed resolution and an explanatory statement pursuant to Section 102 of the Act read with Rules and MCA Circulars is appended to this Postal Ballot Notice.

The Postal Ballot Notice shall also be placed on the website of the Company at [www.sequent.in](http://www.sequent.in) and on the website of NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com). The Notice can also be accessed from the website of the Stock Exchanges i.e. BSE Limited (“BSE”) and National Stock Exchange of India Limited (“NSE”) at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) respectively.

The Board of Directors of the Company has appointed Mr. Nilesh Shah (M.No: 4554) or Ms. Hetal Shah (M.No.: 8063), Partners of M/s. Nilesh Shah & Associates, Company Secretaries as the Scrutinizers to scrutinize the remote e-voting process in a fair and transparent manner.

The Scrutinizer will submit his report to the Chairperson or any person authorised by the Chairperson of the Company after completion of the remote e-voting process. The e-voting results will be declared on or before Friday, February 21, 2025. The declaration of the results as stated above shall be treated as declaration of results at a Meeting of the Members as per the provisions of the Act and applicable Rules framed thereunder. The e-voting results declared along with the Scrutinizer’s Report will be communicated to the Stock Exchanges, i.e. BSE and NSE where the Equity Shares of the Company are listed. Additionally, the results will also be placed on the website of the Company at [www.sequent.in](http://www.sequent.in) and the website of NSDL at i.e. [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

The resolution with requisite majority, shall be deemed to have been passed on Wednesday, February 19, 2025, i.e. last date of e-voting.

#### **SPECIAL BUSINESS:**

##### **Item No. 1: Approval for appointment of Ms. Revati Parag Kasture (DIN: 07558973) as an Independent Director of the Company.**

To consider and if thought fit, to pass, the following as a **SPECIAL RESOLUTION:**

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 150 and 152 of the Companies Act, 2013 (“the Act”) read with Schedule IV to the Act, and the Companies (Appointment and Qualification of Directors) Rules, 2014 and such other applicable provisions, if any, of the Act and the Rules framed thereunder (including any statutory amendment(s)/ modification(s)/ re-enactment(s) thereof for time being in force) and the applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”) (including any statutory amendment(s)/ modification(s)/ re-enactment(s) thereof for time being in force), in accordance with Article of Association of the Company and pursuant to the recommendation of Nomination and Remuneration Committee and approval of Board of Directors, Ms. Revati Parag Kasture (DIN: 07558973), who was appointed as an Additional, Non-Executive (Independent) Director in terms of section 161 of the Act, and in respect of whom the Company has received a notice in writing under Section 160 of the Act from a member proposing her candidature for the office of Director and who has provided her consent and confirmed that she meets the criteria for Independence as provided under Section 149(6) of the Act and the rules made thereunder and Regulation 16(1)(b) of the SEBI Listing Regulations being so eligible, be and is hereby appointed as a Non-Executive Independent Director of the Company, not liable to retire by rotation, for a term of 5 (five) consecutive years with effect from December 17, 2024 up to December 16, 2029.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and are hereby severally authorised to do all such acts, deeds, matters and things and take all such steps as may be necessary, proper, or expedient to give effect to this Resolution.”

Place: Thane  
Date: January 17, 2025

By order of the Board of Directors of  
**Sequent Scientific Limited**

**Sd/-**

**Yoshita Vora**  
**Company Secretary & Compliance Officer**  
**Membership No.: ACS 22220**

## NOTES

1. Explanatory Statement as required under Section 102 of the Companies Act, 2013 (“the Act”) and other applicable provisions of the Act read with the Rules, in respect to the resolution proposed to be passed is annexed to this Notice.
2. In compliance with the MCA Circulars, the Postal Ballot Notice along with the instructions regarding Remote e-voting is being sent by electronic mode only to those Members whose names appear in the Register of Members/ List of Beneficial Owners maintained by the Company / Depositories as at close of business hours on Friday, January 10, 2025 (“Cut-off date”), and whose e-mail IDs are registered with the Depository Participants (DPs) or with the Company or its Registrar and Transfer Agent as on the Cut-off date. Newspaper advertisement regarding dispatch of Postal Ballot Notice shall be published as per statutory requirements.
3. 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 mentioned in Note 8 herein below.**
4. A person who is not a Member as on the cut-off date should treat this notice for information purpose only.
5. In compliance of the provisions of Sections 108 and 110 of the Act and Rules framed thereunder and Regulation 44 of the SEBI Listing Regulations and the MCA Circulars, the Company is pleased to provide its Members the facility to exercise their right to vote electronically on the Postal Ballot through the Electronic Voting (e-voting) Services provided by National Securities Depository Limited (“NSDL”). The instructions for electronic voting are annexed to this Postal Ballot Notice.
6. During the voting period, Members can login to NSDL’s e-voting platform any number of times till they have voted on the Resolution. Once the vote on a Resolution is cast by a Member, whether partially or otherwise, the Member shall not be allowed to change it subsequently or cast the vote again.
7. Resolution passed by the Members through Postal Ballot are deemed to have been passed effectively at a General Meeting of the Members on the last date specified by the Company for remote e-voting i.e. Wednesday, February 19, 2025 .

8. **E-voting schedule:**

The details are as under:

<b>Cut-off date for reckoning voting rights for e-voting</b>	<b>Commencement of e-voting (Start date)</b>	<b>Close of e-voting (End date)</b>	<b>Results announcement date</b>
Friday, January 10, 2025	Tuesday, January 21, 2025, 9.00 a.m. (IST)	Wednesday, February 19, 2025, 5.00 p.m. (IST)	On or before Friday, February 21, 2025

During this period, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date, may cast their vote electronically in lieu of voting by physical ballot. The e-voting module shall be disabled by NSDL for voting after the end of the voting time.

9. In accordance with Section 110 of the Act and Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 read with the MCA Circulars, physical copies of the Postal Ballot Notice will not be circulated and also the Company will not be under any obligation to provide physical copies upon specific request of any Member(s).

The Postal Ballot Notice is being sent only through electronic mode to those Members whose names appear in the Register of Members of the Company or in the Register of Beneficial Owners maintained by the Depositories, as on the cut-off date mentioned in **Note 8** above, and who have registered their e-mail addresses with the Company or with the Depositories.

Therefore, Members are requested and encouraged to register/ update their email addresses, with their Depository Participant (in case of Shares held in dematerialised form) or with KFin Technologies Limited, our Registrar and Share Transfer Agents (RTA) (in case of Shares held in physical form).

Members holding shares in dematerialized mode are requested to register/ update their email addresses with their Depository Participant(s). The Company and RTA shall co-ordinate with National Securities Depository Limited (NSDL) and provide the login credentials to the above-mentioned Members, subject to receipt of the required documents and information from the Members.

The Postal Ballot Notice is also being uploaded on the website of the Company at [www.sequent.in](http://www.sequent.in), and on the website of stock exchanges at BSE Limited ([www.bseindia.com](http://www.bseindia.com)) and at National Stock Exchange of India Limited ([www.nseindia.com](http://www.nseindia.com)) and on the website of our Remote e-voting agency i.e. NSDL e-voting website at [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

10. Documents referred to in the Postal Ballot Notice or explanatory statement will be available for inspection by the Members, in accordance with the provisions of the Act, without any fee, from the date of circulation of the Postal Ballot Notice up to the closure of the e-voting (“e-voting period”). Members desirous of inspecting the documents referred to in the Notice or explanatory statement may send their requests in advance to [investorrelations@sequent.in](mailto:investorrelations@sequent.in) from their registered e-mail addresses mentioning their name(s), folio numbers/DP ID and Client ID, between e-voting period.
11. Members of the Company as on the Cut-off date (including those Members who may not have received this Notice due to non-registration of their e-mail addresses with the Company/RTA/Depositories) shall be entitled to vote in relation to the above resolution in accordance with the process specified in this Postal Ballot Notice.
12. The result of voting on the Resolution will be declared on or before Friday, February 21, 2025, and will also be displayed on the website of the Company ([www.sequent.in](http://www.sequent.in)) besides being communicated to the Stock Exchanges.
13. E-voting instructions are appended to this Notice in **Appendix 1**.

<b>The procedure for e-voting is as under:</b>
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The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:

Step 1: Access to NSDL e-Voting system

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

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

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<p>Existing IDeAS user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsd.com">https://eservices.nsd.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the “Beneficial Owner” icon under “Login” which is available under ‘IDeAS’ section , this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</p> <p>If you are 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></p> <p>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 i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</p> <p>Shareholders/Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience.</p>

	<p style="text-align: center;"><b>NSDL Mobile App is available on</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>App Store</p> </div> <div style="text-align: center;">  <p>Google Play</p> </div> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div>
<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<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 users to login Easi / Easiest are requested to visit CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; New System Myeasi Tab and then user your existing my easi username &amp; password.</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. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.</li>   <li>3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; New System Myeasi Tab and then click on registration option.</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 evoting is in progress and also able to directly access the system of all e-Voting Service Providers.</li> </ol>
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. 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 i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</p>

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



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

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.com">evoting@nsdl.com</a> or call at 022 - 4886 7000
Individual Shareholders holding securities in demat mode with CDSL	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. 1800-21-09911

B) Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

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

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP 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 <https://eservices.nsdl.com/> 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 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID 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 001*** and EVEN is 101456 then user ID is 101456001***

5. Password details for shareholders other than Individual shareholders are given below:

- a) If you are already registered for e-Voting, then you can use 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'?
  - a) 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'.
  - b) If your email ID is not registered, please follow steps mentioned below in process for those shareholders whose email ids are not registered
6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on "Forgot User Details/Password?" (If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) Physical User Reset Password?" (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.com](mailto:evoting@nsdl.com) mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

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

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

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

### **General Guidelines for shareholders**

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [nilesh@ngshah.com](mailto:nilesh@ngshah.com) with a copy marked to [evoting@nsdl.com](mailto:evoting@nsdl.com). Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "**Upload Board Resolution / Authority Letter**" displayed under "**e-Voting**" tab in their login.
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your 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 [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on : 022 - 4886 7000 or send a request to Veena Suvarna at [evoting@nsdl.com](mailto:evoting@nsdl.com)

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

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 [investorrelations@sequent.in](mailto:investorrelations@sequent.in).

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 e-Voting from the NSDL e-Voting System, you can write an email to [evoting@nsdl.com](mailto:evoting@nsdl.com) or contact at toll free no. 022 - 4886 7000

All grievances connected with the facility for voting by electronic means may be addressed to Ms. Veena Suvarna designated person of National Securities Depository Limited, at 3rd Floor, Naman Chamber, Plot C-32, G-Block, Bandra Kurla Complex, Bandra East, Mumbai, Maharashtra - 400 051 or send an email to [evoting@nsdl.com](mailto:evoting@nsdl.com) or call at toll free no. 022 - 4886 7000.

User ID for Shareholders holding shares in Physical Form (i.e. Share Certificate): Your User ID is Event No + Folio Number registered with the Company.

#### **Individual Shareholders holding securities in demat mode with NSDL/ CDSL has forgotten the password:**

Shareholders who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at above mentioned depository/ depository participant's website.

- It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- For shareholders/ members holding shares in physical form, the details can be used only for voting on the resolutions contained in this Notice.
- During the voting period, shareholders/ members can login any number of time till they have voted on the resolution(s) for a particular "Event".

**General instructions for shareholders who have not registered their E-mail ID/KYC:**

1. Shareholders holding shares in Physical Mode: They can update their KYC details by downloading forms from this link <https://sequent.in/investor-relation/shareholder-information> and submit the hardcopy to the Registrar & Share Transfer Agent (“RTA”)- KFin Technologies Ltd. if not already submitted.

**Link:** <https://www.kfintech.com/contact-us/>

**Address:** Selenium Building, Tower-B, Plot No 31 & 32, Financial District,  
Nanakramguda, Serilingampally, Hyderabad, Rangareddi,  
Telangana, India - 500 032.

**Email ID:** [einward.ris@kfintech](mailto:einward.ris@kfintech).

2. Shareholders holding shares in Dematerialized Mode: Such Shareholders are requested to register their e-mail ID with the relevant Depository Participant(s).

The following Explanatory Statement sets out all the material facts relating to the Special business mentioned under Item No. 1 of the accompanying Postal Ballot Notice dated January 17, 2025.

**Item No.1: Approval for appointment of Ms. Revati Parag Kasture (DIN: 07558973) as an Independent Director of the Company.**

The Board of Directors, at its meeting held on December 16, 2024, based on the recommendation of the Nomination and Remuneration Committee have approved appointment of Ms. Revati Parag Kasture as an Additional Non-Executive Independent Director of the Company, subject to the approval of the Members by way of Special Resolution, for a term of 5 (Five) consecutive years effective from December 17, 2024 up to December 16, 2029.

The Company has received the consent from Ms. Revati Parag Kasture to act as Director and also her declarations confirming that she is not disqualified from being appointed as a Director in terms of Section 164 of the Companies Act, 2013 ("Act"). She has also confirmed that she is not debarred from holding office of director by virtue of any SEBI order or any other such authority and that she meets the criteria of independence as prescribed under Section 149(6) of the Act as well as Regulation 16(1)(b) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations").

Further, she confirmed that in compliance with the provisions contained under sub rule (1) and (2) of Rule 6 of the Companies (Appointment and Qualification of Directors) Rules, 2014, she has registered herself with the data bank of Independent Directors maintained by the Indian Institute of Corporate Affairs.

The Company has also received a notice under Section 160 of the Act from a Member proposing the candidature of Ms. Revati Parag Kasture for the office of Director of the Company.

In the opinion of the Board of Directors of the Company, Ms. Revati Parag Kasture fulfils the conditions specified in the Act and the Rules framed thereunder and SEBI Listing Regulations for the appointment as an Independent Director of the Company. Ms. Kasture is independent of the management of the Company and possesses necessary skills, expertise, experience and knowledge required for the role of Independent Director of the Company.

The detailed profile and specific expertise of Ms. Kasture as required under Regulation 36(3) of SEBI Listing Regulations and Secretarial Standards on General Meetings, issued by the Institute of Company Secretaries of India and the rationale for Board's recommendation, are provided as an Annexure to this Postal Ballot Notice.

A copy of the draft letter of appointment issued to Ms. Kasture setting out the terms and conditions of appointment would be available electronically for inspection by the Members. Members seeking to inspect the same can send an email to [investorrelations@sequent.in](mailto:investorrelations@sequent.in).

Except Ms. Revati Parag Kasture and her relatives, none of the Directors and/ or Key Managerial

Personnel of the Company, or their relatives, are in anyway concerned or interested in this Resolution.

The Board recommends the **Special Resolution** as set out at **Item no. 1** of this Postal Ballot Notice, for approval of Members of the Company.

**By order of the Board of Directors of  
Sequent Scientific Limited**

**Place: Thane  
Date: January 17, 2025**

**Sd/-  
Yoshita Vora  
Company Secretary & Compliance officer  
Membership No.: ACS 22220**

## BRIEF RESUME OF DIRECTOR SEEKING APPOINTMENT

Pursuant to Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India.

Name of the Director	Ms. Revati Parag Kasture
DIN	07558973
Date of Birth	24/12/1971
Age	53 years
Nationality	Indian
Date of appointment	December 17, 2024
Qualification	Chartered Accountant
Nature of expertise in specific functional area	Credit risk analysis, financial analysis and industry research across various sectors
Relationship with other Directors, Manager and other Key Managerial Personnel of the Company inter-se	Not related to any Director or Key Managerial Personnel of the Company.
Brief Profile / Resume of the Director	<p>Ms. Revati Kasture has over two decades of experience in ratings and research. She is currently the Executive Director (under organization nomenclature) of Care Ratings Limited and CEO of CareEdge Global IFSC Limited (CGIL), a wholly owned subsidiary of Care Ratings.</p> <p>Prior to this she was heading the Criteria and Policy Department at CARE Ratings which entailed development of rating criteria, policy and rating models, process improvements as well as interacting with regulators. In the span of her career, she has managed multiple departments within CARE including the large corporate ratings, incubation and scale-up of industry research department making it a profit Centre.</p> <p>Ms. Kasture is an all-India merit rank holder Chartered Accountant and Cost Accountant and has been honored with Professional Achiever- Woman award by the Institute of Chartered Accountants of India in December 2011. She is also awarded as one of India's top 100 "Women in Finance" in Leading Category in March 2019.</p>
Terms and Conditions of appointment	As per the resolution set out at Item No. 1 of this Postal Ballot Notice read with statement pursuant to Section 102 of the Act.
Directorship in Other Companies	None

Chairpersonships / Memberships of Committees held in Committees of Other Companies	None
Names of listed entities from which she has resigned in the past 3 years	Nil
Shareholding in the Company including shareholding as a beneficial owner as on date of Postal Ballot Notice	Nil
Remuneration last drawn as Director	Not Applicable since this is the first appointment in the Company.
Remuneration to be paid	Ms. Kasture shall be paid sitting fees for attending meetings of the Board or Committees thereof, reimbursement of expenses for participating in the Board and other meetings and will be eligible for commission as approved by the Board and shareholders from time to time.
Number of Meetings of the Board attended during the year	Not Applicable
Rationale / Skills and capabilities required for position of Independent Director and the manner in which the proposed person meets such requirements	The appointment of Ms. Revati Parag Kasture is proposed after careful consideration of the requirements as per the Board Diversity Policy of the Company, viz current board composition and board mix, experience, expertise, current requirement etc. Ms. Kasture has considerable experience in credit risk analysis, financial analysis and industry research across various sectors, apart from a fair understanding of capital markets. Her guidance would complement the company's strategic decision making and would help in sustainable growth.