



# JAI BALAJI INDUSTRIES LIMITED

Ref : JBIL/SE/2020-21  
Date: 3<sup>rd</sup> October, 2020

To  
The Manager,  
**Listing Department,**  
**National Stock Exchange of India Limited**  
"EXCHANGE PLAZA", C-1, Block G  
Bandra – Kurla Complex, Bandra (E)  
Mumbai – 400 051  
(Company's Scrip Code: JAIBALAJI)

To  
The Manager,  
**Dept. of Corporate Services**  
BSE Limited  
Phiroze Jeejeebhoy Towers  
Dalal Street, Mumbai – 400 001  
(Company's Scrip Code: 532976)

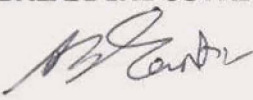
Dear Sir,

**Sub: Newspaper Publication of 21<sup>st</sup> Annual General Meeting**

In Compliance with Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we hereby enclose copy of the Newspaper Publications confirming the completion of dispatch of Annual Report 2019-20 including Notice convening the 21<sup>st</sup> Annual General Meeting of the Members along with information on e-voting and Book Closure.

Thanking you.

Yours faithfully,  
for **JAI BALAJI INDUSTRIES LIMITED**

  
**AJAY KUMAR TANTIA**  
**Company Secretary**

Encl.: as above

**Regd. Office** : 5, Bentinck Street, 1st Floor, Kokata- 700 001.

Phone : +91-33-2248 9808, 2248 8173, Fax : +91-33-2243 0021/2210 7893/2242 6263

E-mail : [info@jaibalajigroup.com](mailto:info@jaibalajigroup.com), Website : [www.jaibalajigroup.com](http://www.jaibalajigroup.com)

CIN - L27102WB1999PLC089755

**JAI BALAJI INDUSTRIES LIMITED**

CIN : L27102WB1999PLC089755

Regd. Office : 5, Bentinck Street, Kolkata-700001

Phone: +91-33-22489808, Fax : +91-33-22430021

Website : www.jaibalajigroup.com, Email : jaibalaji@jaibalajigroup.com

**NOTICE OF 21ST ANNUAL GENERAL MEETING AND E-VOTING INFORMATION**

NOTICE is hereby given that the Twenty First Annual General Meeting ("AGM") of the members of Jai Balaji Industries Limited (the "Company") is scheduled to be held on **Thursday, October 29, 2020 at 11:00 a.m.** through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM") facility provided by Central Depository Services (India) Limited (CDSL), without the physical presence of the shareholders at a common venue, in accordance with the applicable provisions of the Companies Act, 2013 ("Act") and the Rules made thereunder and the Securities and Exchange Board of India ("SEBI") (Listing Obligations and Disclosure Requirements) Regulations, 2015, read with the General Circular No. 20/2020 dated 5th May, 2020, read with General Circular No. 14/2020 dated 8th April, 2020 and General Circular No. 17/2020 dated 13th April, 2020 issued by the Ministry of Corporate Affairs (collectively referred to as "MCA circulars") and Circular No. SEBI/HO/CFD/CMD1/CIR/PI/2020/79 dated 12th May, 2020 issued by the Securities and Exchange Board of India ("SEBI circular") to transact the business set out in the Notice calling the AGM.

In compliance with the Act, the Rules made thereunder and the above circulars, electronic copies of the Notice of 21st AGM and Annual Report for Financial year 2019-20 is being sent to all the member whose email addresses are registered with the Company/Registrar and Share Transfer Agent/ Depository Participants. The Annual report for the F.Y 2019-20 including the Notice of the AGM are also available on the Company's website at [www.jaibalajigroup.com](http://www.jaibalajigroup.com) and on the website of Central Depository Services (India) Limited (CDSL) at [www.evotingindia.com](http://www.evotingindia.com).

Members who have not provided their email address will not be able to get the Notice of AGM and Annual Report for the Financial Year 2019-20. Hence, members who have not registered their email addresses and mobile numbers, are requested to furnish the same to M/s. Maheshwari Datamatics Pvt. Ltd., 23, R.N. Mukherjee Road, 5th Floor, Kolkata-700001, Registrar and Share Transfer Agent (RTA) of the Company or DPs or to the Company. The process of registering the same is mentioned below: (i) Members holding shares in physical form may send an email request to [mdpldc@yahoo.com](mailto:mdpldc@yahoo.com) / [jaibalaji@jaibalajigroup.com](mailto:jaibalaji@jaibalajigroup.com) along with the following details:- A signed request letter mentioning their Name, Folio no., e-mail id, Mobile no., PAN (along with self-attested copy of PAN Card); (ii) Members holding shares in demat form may register their email id with their respective Depository Participant (DPs)

For further information/clarification on the above matter, Members can write to the Company/RTA of the Company at the above mentioned address/e-mail.

Notice is further given pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of the Companies (Management and Administration) Rules, 2014 that the Register of Members and Share Transfer Books of the Company will remain closed from Friday, October 23, 2020 to Thursday, October 29, 2020 (both days inclusive) for the purpose of aforesaid AGM.

Members can attend and participate in the AGM only through VCOAVM, the details of which have been provided by the Company in the Notice of AGM. Members participating through the VC / OAVM facility shall be reckoned for the purpose of quorum under Section 103 of the Companies Act, 2013.

**Instruction for remote e-voting and e-voting during AGM:**

- In compliance with 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 (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide e-voting facility to its members, to exercise their right to vote by electronic means on the resolutions proposed to be passed at the AGM. The members holding shares either in physical or dematerialized mode as on the cut-off date viz., **Thursday, 22nd October, 2020** can cast their vote electronically through Electronic Voting System of CDSL at [www.evotingindia.com](http://www.evotingindia.com).

- A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting or for participation and voting at the AGM.

- Voting Rights shall be in proportion to the Equity Shares held by the members as on the Cut-off date i.e. **Thursday, 22nd October, 2020**.

- The Remote e-voting facility will be available during the following voting period:

- a) Commencement of e-voting: **From 10:00 a.m. on Monday, 26th October, 2020.**
- b) End of e-voting: **Up to 5:00 p.m. on Wednesday, 28th October, 2020.**

The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on resolution is cast by the member, the member cannot modify it subsequently.

- Any person who acquires shares and becomes a member of the Company after dispatch of the Annual Report through electronic means and before the Cut-off date i.e. **Thursday, 22nd October, 2020** may obtain the USER-ID and Password for remote e-voting from the Company's Registrar and Share Transfer Agent (RTA) viz. Maheshwari Datamatics Private Limited, by sending a request at "[mdpldc@yahoo.com](mailto:mdpldc@yahoo.com)" mentioning their Folio No. / DP ID and Client ID. However if the person is already registered with the RTA for Remote e-voting, then the existing USER ID and Password can be used for casting vote. A person who is not a member as on cut-off date should treat this notice for the information purpose only.

- Members attending the AGM who have not cast their vote(s) by Remote e-voting shall be eligible to cast their votes through E-voting during AGM. Members who have voted through Remote E-voting shall be eligible to attend the AGM through VC/OAVM. However, they shall not be eligible to vote at the meeting.

- The procedure of electronic voting is available in the Notice of the AGM as well as in the e-mail sent to the Members by CDSL. In case of any query pertaining to e-voting, please refer the "e-voting user manual" for Members available in the help section of the e-voting website of CDSL [www.evotingindia.com](http://www.evotingindia.com) or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)

- Members who need assistance before or during the AGM may

- a) Refer the Frequently asked questions (FAQs) available at [www.evotingindia.com](http://www.evotingindia.com)
- b) Send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)
- c) Contact Mr. Nitin Kunder (022-23058738) or Mr. Mehboob Lakhani (022-23058543) or Mr. Rakesh Dalvi (022-23058542).

Members are requested to note the following contact details for addressing queries/grievances, if any: Mr. Rakesh Dalvi, Manager, Central Depository Services (India) Limited (CDSL), A Wing, 25th Floor, Marathon Futurex, Mafatalal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai-400013, Phone: 022-23058542/43, Email: [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call on 022-23058542/43.

For Jai Balaji Industries Limited

sd/-

Place : Kolkata

Ajay Kumar Tantia

Date : 1st October, 2020

Company Secretary

