



# Investment & Precision Castings Ltd

You Design, We Cast

Corporate Identification No. (CIN) :  
L27100GJ1975PLC002692

Regd. Office Nari Road, Bhavnagar  
& Works Gujarat, India 364 006  
Telephone (91) (278) 252 3300 To 04  
(91) 70695 80001 / 70695 80002  
E-mail direct1@ipcl.in  
Website www.ipcl.in

NADCAP Approved for NDT	
EN 9100	: 2018
IATF 16949	: 2016
ISO 9001	: 2015
ISO 14001	: 2015
ISO 45001	: 2018
NABL Accredited Lab	
Certified Company	

**11<sup>th</sup> March, 2024**

**The GENERAL MANAGER**

**DEPARTMENT OF CORPORATE SERVICES**

The Bombay Stock Exchange Limited  
1st Floor, New Trading Ring,  
Rotunda Building  
P. J. Tower, Dalal Street, Fort  
Mumbai - 400 001.

Dear Sir/Madam,

**Sub: Notice of Extra-Ordinary General Meeting ("EGM") along with E-voting**

We would like to inform you that the Extra-Ordinary General Meeting is scheduled to be held on Thursday, April, 04, 2024, at 4:30 P.M. at register office of company.

We further inform you that, pursuant to Section 101 of the Companies Act, 2013, and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Further, we have made arrangements for providing remote e-voting facilities to the shareholders of the Company for voting on the resolutions proposed at the EGM scheduled to be held on **Thursday, April, 04, 2024** detailed Notice is available at BSE & company website : [www.ipcl.in](http://www.ipcl.in)

Cut-off Date for remote e-voting: 28<sup>th</sup> March, 2024 Date of commencement of remote e-voting: Monday, 1<sup>st</sup> April, 2024 Start Time: 09.00 A.M. Date of end of remote e-voting: Wednesday, 3<sup>rd</sup> April, 2024 End Time: 05.00 P.M.

Notice of EGM is enclosed herewith.

Thanking you,

Yours faithfully,

**For INVESTMENT & PRECISION CASTINGS LTD**

**Piyush I. Tamboli**

**DIN: 00146033**

**Chairman & Managing Director**





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### EGM NOTICE & E - VOTING

Dear shareholders,

Notice is hereby given pursuant to the provisions of Sections 108 and 110, and other applicable provisions of the Companies Act, 2013, as amended ("the Act"), read together with the Companies (Management and Administration) Rules, 2014, as amended ("the Management Rules"), General Circular Nos. 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 5, 2020, 22/2020 dated June 15, 2020, 33/2020 dated September 28, 2020, 39/2020 dated December 31, 2020, 10/2021 dated June 23, 2021, 20/2021 dated December 8, 2021, 3/2022 dated May 5, 2022, 11/2022 dated December 28, 2022 and 09/2023 dated September 25, 2023, issued by the Ministry of Corporate Affairs, Government of India ("the MCA Circulars"), Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India ("SS-2") and any other applicable law, rules, circulars, notifications and regulations (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), that the resolutions appended below, be passed by the members of the Company (as on the Cut-off Date), through postal ballot ("the Postal Ballot") only by way of remote e-voting ("e-voting") for the following resolutions:

1.	<b>Appointment of Mr. Jatan G. Shah (DIN:10479421) as an Independent Director of the Company</b>
2.	<b>Change in Designation of Mr. Jainam Tamboli (DIN: 07680976) from Director to Whole Time Director</b>

An Explanatory Statement pertaining to the said resolutions setting out the material facts and the reasons / rationale thereof form part of this Postal Ballot Notice An Explanatory Statement pertaining to the said resolutions setting out the material facts and the reasons / rationale thereof form part of this Postal Ballot Notice

In compliance with Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended ("the LODR Regulations") and pursuant to the provisions of Sections 108 and 110 of the Act read with the rules framed there under and the MCA Circulars, the manner of voting on the proposed resolution is restricted only to e-voting i.e., by casting votes electronically instead of submitting postal ballot form. Accordingly, the instructions for e-voting are being sent only through electronic mode to those members whose email address is registered with the Company / Depository Participant



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The Board has appointed Mr. Devesh Mehta , M/S Devesh Mehta & Associates Practicing Company Secretaries, Bhavnagar, as the scrutinizer (“Scrutinizer”) for conducting the Postal Ballot / e-voting process in a fair and transparent manner.

In compliance with the provisions of Sections 108 and 110 of the Act read with Rule 20 and 22 of the Management Rules, Regulation 44 of the LODR Regulations, and SS-2, the Company has provided e-voting facility to its members to cast their votes electronically. The detailed procedure with respect to e-voting is mentioned in this Notice. The Company has engaged the National Securities Depository Limited (“NSDL”) through its Registrar and Share Transfer Agent (RTA) MCS SHARE TRANSFER AGENT LIMITED for facilitating e-voting. Members desiring to exercise their votes are requested to carefully read the instructions indicated in this Notice and record their assent (FOR) or dissent (AGAINST) by following the procedure as stated in the Notes forming part of the Notice.

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

<b>Date &amp; Time, Venue of EGM</b>	<b>4<sup>TH</sup> April, 2024 at 4:30 P.M. at register office of company</b>
Commencement of e-voting period	1 <sup>st</sup> April, 2024 Monday 9:00 A.M.
Conclusion of e-voting period	3 <sup>rd</sup> April, 2024 Wednesday, 5:00 P.M.
Cut-off date for eligibility to vote	28 <sup>TH</sup> March, 2024

The e-voting facility will be disabled by NSDL immediately after 5.00 p.m. and will be disallowed thereafter. The Scrutinizer will submit his report to the Chairman of the Company (“the Chairman”) or any other person authorized by the Chairman, and the result will be announced within 48 hours from the conclusion of the e-voting period i.e. on or before 5.00 PM on Wednesday, April,03, 2024. The result declared along with the Scrutinizer’s report shall be communicated in the manner provided in this Postal Ballot Notice. The last date of e-voting, i.e. 3<sup>rd</sup> April, 2024 Wednesday upto 5 P.M., shall be the date on which the resolution would be deemed to have been passed, if approved by the requisite majority.



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### SPECIAL BUSINESS

### SPECIAL RESOLUTION

1. Appointment of Mr. Jatan G. Shah (DIN:10479421) as an Independent Director of the Company
2. Change in Designation of Mr. Jainam Tamboli (DIN : 07680976) from Director to Whole Time Director;

### SPECIAL BUSINESS

### SPECIAL RESOLUTION

**Item No. 1: Appointment of Mr. Jatan G. Shah (DIN: 10479421) as an Independent Director. 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 and 152 read with Schedule IV and other applicable provisions of the Companies Act, 2013 (‘the Act’), Companies (Appointment and Qualification of Directors) Rules, 2014 and such other rules, as may be applicable (including statutory modification(s), enactment(s) or re-enactment(s) thereof, for the time being in force), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, and such other applicable regulations, Mr. Jatan G. Shah (DIN:10479421), who was appointed by the Board of Directors as an Additional Independent Director of the Company with effect from 30<sup>TH</sup>January 2024 and who meets the criteria for independence as provided in Section 149(6) of the Act and the Rules framed there under and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Act proposing his candidature for the office of Director, be and is hereby appointed as an independent Director of the Company not liable to retire by rotation, for a term of Five (05) years, with effect from 30<sup>TH</sup> January 2024 to January 29<sup>TH</sup>2029 (both days inclusive)

**Item No. 2: Change in Designation of Mr. Jainam Tamboli (DIN : 07680976) from Director to Whole Time Director**

RESOLVED THAT in pursuance of the provisions of Section 152, 203 read in conjunction with Rule 8, 9, and 14 of the Companies (Appointment and Qualification of Directors) Rules, 2014, and other relevant provisions of the Companies Act, 2013, along with its pertinent rules (including any statutory amendments or re-enactments in force), as well as the stipulations within the Articles of Association of the Company, the shareholders hereby grant their approval



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to appoint Mr. Jainam Tamboli (DIN: 07680976) as a Director of the company. This appointment was effective from 6<sup>th</sup> February, 2023 approved by Shareholders in 48<sup>th</sup> Annual general meeting of company, with this he is appointed as CFO w.e.f. 10<sup>th</sup> of August, 2023.

**FURTHER RESOLVED THAT** board of director of company approve re-designation of Mr. Jainam Tamboli from Director to Whole Time Director

**FURTHER RESOLVED THAT** any Director of the company is granted the authority to carry out all necessary actions, execute deeds, and undertake tasks essential for the formalization of the aforesaid individual's position as a director of the Company." Certified True Copy By order of the Board

By order of board of directors

For **INVESTMENT & PRECISION CASTINGS LIMITED**

**Mr. Piyush Tamboli**

Chairman & Managing Director

DIN-00146033

Place- Bhavnagar

Date - 30<sup>TH</sup> January, 2024



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### EXPLANATORY STATEMENT

[Pursuant to Sections 102 and 110 of the Companies Act, 2013] The following Statement sets out all material facts relating to the businesses mentioned under Item Nos. 1 and 2 of the accompanying Notice:

#### ITEM NO. 1:

Appointment of Mr. Jatan G Shah (DIN:10479421) as an Independent Director. Mr. Jatan G Shah was appointed as an Additional Independent Director of the Company by the Board of Directors in Board meeting held on 30<sup>th</sup> January, 2024. Pursuant to the provisions of Section 161(1), Regulation 17 (1C), (1D) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 149 of the Companies Act, 2013 and the Articles of Association and is eligible for appointment. The Company has received a notice in writing under Section 160 of the Act from a Member of the Company proposing Mr. Jatan G Shah, as a candidate for the office of a Director. The brief profile of Mr. Jatan G Shah is given below: As per the provisions of Section 149 of the Companies Act, 2013 ("Act"), an Independent Director shall hold office for a term up to five consecutive years on the Board of a Company and is not liable to retire by rotation. Mr. Jatan Shah has given a declaration to the Board that he meets the criteria of independence as provided under Section 149 (6) of the Act. The matter regarding appointment of Mr. Jatan Shah as Independent Director was placed before the Nomination and Remuneration Committee, which recommended his appointment as an Independent Director up to January 29, 2029 (both days inclusive).

In the opinion of the Board, Mr. Jatan G Shah fulfils the conditions specified in the Act and the Rules made there under for appointment as Independent Director and he is independent of management. The Board has formed an opinion that Mr. Jatan G Shah possesses requisite skills and knowledge and it would be in the interests of the Company to appoint Mr. Jatan G Shah, from Additional Independent Director to Independent Director of the Company. In compliance with the provisions of Section 149 read with Schedule IV of the Act, appointment of Mr. Jatan G shay Shah as an Independent Director is now being placed before the Members in this General Meeting for their approval. Mr. Jatan G Shah is interested and concerned in the Resolution mentioned at Item No. 1 of the Notice. Other than Mr. Jatan G Shah, no other Directors, Key Managerial Personnel or their respective relatives are concerned or interested in the Resolutions mentioned at Item No. 1 of the Notice. The Directors recommend the resolutions for approval by the members.



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### ITEM NO. 2

The Board at its meeting held on February 06, 2023 had appointed Mr. Jainam Tamboli as the executive director of company which was approved by the shareholders by way of 48<sup>th</sup> AGM concluded on September 21, 2023. In terms of the approval received by shareholders, Mr. Jainam Tamboli will hold the position of Chief Financial Officer of the Company in board meeting conducted on 10<sup>th</sup> August, 2023, so, he will be re-designated as the whole time director (CFO & Executive Director) of the Company from 10<sup>th</sup> of August, 2023. There will be no variation in the terms and conditions to his appointment and he receives remuneration of Rs. 25 Lacks P.A. as approved by board members in their meeting was conducted as on 10<sup>th</sup> August, 2023. No director, key managerial personnel or their relatives, except Mr. Jainam P Tamboli, to whom the resolution relates, is interested or concerned in the resolution. The Board recommends the resolution set forth in Item no. 2 for the approval of members.



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## Annexure -A to the Notice

### DETAILS OF THE DIRECTORS SEEKING APPOINTMENT AT THE FORTHCOMING EXTRA ORDINARY GENERAL MEETING

(Pursuant to Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard 2 on General Meetings)

#### INFORMATION ABOUT THE APPOINTEES:

NAME OF DIRECTOR	Mr. Jatan G Shah
DATE OF BIRTH	04.01.1981
DATE OF FIRST APPOINTMENT ON BOARD	30.01.2024
QUALIFICATION	LLB
DESIGNATION	Independent director
CHAIRMAN/DIRECTOR OF OTHER COMPANIES	3 committees
EXPERIENCE	10 years
CHAIRMAN/MEMBER OF COMMITTEES OF BOARD OF COMPANY OF WHICH HE/SHE IS A DIRECTOR	3 Committees
NO. OF SHARES HELD	NA
COMPARATIVE REMUNERATION PROFILE WITH RESPECT TO INDUSTRIES, SIZE OF THE COMPANY, PROFILE OF THE PERSON AND POSITION	The remuneration (i.e. sitting fees for attending meetings) of the appointee is fully justifiable and comparable to that prevailing in the industry, keeping in view the profile and the position and enriches knowledge and vast experience of the appointee.

By order of board of directors

For INVESTMENT & PRECISION CASTINGS LIMITED

**Mr. Piyush Tamboli**

Chairman & Managing Director

DIN-00146033

Place- Bhavnagar

Date - 30<sup>TH</sup> January, 2024





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### NOTES :

1. The explanatory statement pursuant to Section 102 read with Section 110 of the Act along with details in terms of Regulation 36(3) of the LODR Regulations, stating all material facts and the reason/ rationale for proposed resolutions is annexed herewith.
2. This Postal Ballot Notice is being sent to the members whose names appear on the register of members / list of beneficial owners as received from the National Securities Depository Limited (“NSDL”) and Central Depository Services (India) Limited (“CDSL”) and whose email address is registered with the Company / Depository Participant(s), as on January 17, 2024 (“the Cut-off Date”). A person who is not a member as on the Cut-off Date should treat this Postal Ballot Notice for informational purposes only. In compliance with Regulation 44 of the LODR Regulations and pursuant to the provisions of Sections 108 and 110 of the Act read with the Rules framed there under and the MCA Circulars, the manner of voting on the proposed resolutions is restricted only to e-voting i.e., by casting votes electronically instead of submitting the postal ballot form. Accordingly, the physical copy of the Notice along with the postal ballot form and the pre-paid business reply envelope are not being sent to the members. The communication of the assent or dissent of the members would only take place through the e-voting system.
3. Once the vote on the resolution is cast by the member, he / she shall not be allowed to change it subsequently. The voting rights of members shall be in proportion to their shares of the paid-up equity share capital of the Company as on 28<sup>th</sup> March, 2024 , being the Cut-off Date fixed for the purpose.
4. Information on all the Directors proposed to be appointed/re-appointed at the Meeting as required under Regulation 36 (3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard-2 are provided in the Annexure - A to this Notice.
5. The members who have not yet registered their email ids with the Company may contact Company, on **investor1@ipcl.in** for registering their e-mail ids. If there is any change in the e-mail ID already registered with the Company, members are requested to immediately notify such change to the Company or its RTA in respect of shares held in physical form and to DPs in respect of shares held in electronic form.
6. The Board of Directors has appointed Mr. Devesh Mehta of Devesh Mehta & Associates (Practicing Company Secretaries) as the Scrutinizer for the purpose of scrutinizing the remote e-voting and e-voting system provide in the Meeting in a fair and transparent manner.
7. The facility for voting through ballot paper shall be made available at the EGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper. The members who have cast their



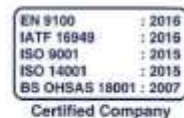
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- vote by remote e-voting prior to the EGM may also attend the EGM but shall not be entitled to cast their vote again. In the event a member casts his votes through both the processes, the votes in the electronic system would be considered and the ballot vote would be ignored.
8. A member entitled to attend and vote at the EGM is entitled to appoint a Proxy to attend and vote instead of himself/herself and the Proxy need not be a member of the Company. The proxy form duly completed and signed should be lodged with the Company at its Registered Office at least 48 hours before the time of the EGM. A person can act as proxy on behalf of Members not exceeding fifty in number and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A Member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as a proxy and such person shall not act as proxy for any other person or shareholder.
  9. Voting rights of the members (for voting through remote e-voting or ballot system provide in the Meeting itself shall be in proportion to shares of the paid-up equity share capital of the Company as on the cut-off date Thursday, 28<sup>th</sup> March, 2024. A person, whose name is recorded in the Register of Members or in the Register of Beneficial owners (as at the end of the business hours) maintained by the depositories as on the cut-off date shall only be entitled to avail the facility of remote e-voting or e - voting system provided in the Meeting.
  10. The Notice for this Meeting along with requisite documents shall also be available on the Company's website at [www.ipcl.in](http://www.ipcl.in).
  11. The facility for voting through ballot paper shall be made available at the EGM and the member attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper. The members who have cast their vote by remote voting prior to the EGM may also attend the EGM but shall not be entitled to cast their vote again. In the event a member casts his votes through both the processes, the votes in the electronic system would be considered and the ballot vote would be ignored.

### **THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING :**

#### **How do I vote electronically using NSDL e-Voting system?**

*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.



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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.	<ol style="list-style-type: none"> <li>Existing <b>IDeAS</b> user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the “<b>Beneficial Owner</b>” icon under “<b>Login</b>” which is available under ‘<b>IDeAS</b>’ 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 “<b>Access to e-Voting</b>” under e-Voting services and you will be able to see e-Voting page. Click on company name or <b>e-Voting service provider i.e. NSDL</b>and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period If you are not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select “<b>Register Online for IDeAS Portal</b>” or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.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 <b>e-Voting service provider i.e. NSDL</b>and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</li> <li>Shareholders/Members can also download NSDL Mobile App “<b>NSDL Speede</b>” facility by scanning the QR code mentioned below for seamless voting</li> </ol>



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EN 9100	: 2016
IATF 16949	: 2015
ISO 9001	: 2015
ISO 14001	: 2015
BS OHSAS 18001	: 2007

Certified Company

	<p>experience.</p> <p><b>NSDL Mobile App is available on</b></p> <p> </p> <p> </p>
<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</li></ol>



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 REGD. OFFICE & WORKS NARI ROAD, BHAVNAGAR GUJARAT, INDIA 364 006  
 TELEPHONE (91) (278) 252 3300 to 04  
 FAX (91) (278) 252 3500 to 02  
 E-MAIL [direct1@ipcl.in](mailto:direct1@ipcl.in)  
 WEBSITE [www.ipcl.in](http://www.ipcl.in)



	system of all e-Voting Service Providers.
Individual Shareholders (holding securities in demat mode) login through their depository participants	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.

**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 and 022 - 2499 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 22 55 33



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## B) Login Method for e-Voting 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 user your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the



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‘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’?
- 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’.
  - 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:
- 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).
  - Physical User Reset Password?**” (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - 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.
  - 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?

- 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 is in active status.
- Select “EVEN” of company for which you wish to cast your vote during the remote e-Voting period.
- Now you are ready for e-Voting as the Voting page opens.
- 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.



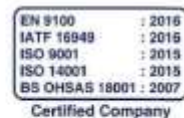
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5. Upon confirmation, the message "Vote cast successfully" will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you 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 [deveshmentaandassociates@gmail.com](mailto:deveshmentaandassociates@gmail.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 and 022 - 2499 7000 or send a request to Sachin NSDL 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:**

1. In case shares are held in physical mode please provide 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 [Investor1@gmail.com](mailto:Investor1@gmail.com)
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to [Investor1@gmail.com](mailto:Investor1@gmail.com). If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A) i.e. Login method for e-Voting for Individual shareholders holding securities in demat mode.**
3. Alternatively shareholder/members may send a request to [evoting@nsdl.com](mailto:evoting@nsdl.com) for procuring user id and password for e-voting by providing above mentioned documents.





SINCE : 1975

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EN 9100	: 2016
IATF 16949	: 2015
ISO 9001	: 2015
ISO 14001	: 2015
BS OHSAS 18001	: 2007

Certified Company

4. 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 required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.