



Ref. No. GIL/CFD/SEC/21/140/SE

28<sup>th</sup> January 2021

**BSE Limited**

Dalal Street,  
Phiroze Jeejeebhoy Towers,  
Mumbai 400 001

**Scrip Code: 500300**

**The National Stock Exchange of India Limited**

Exchange Plaza, 5<sup>th</sup> Floor, Plot No. C/1,  
G Block, Bandra-Kurla Complex,  
Bandra (East), Mumbai 400 051

**Symbol: GRASIM**

Dear Sirs,

**Sub: Notice of the Extraordinary General Meeting**

Pursuant to SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing the Notice of Extraordinary General Meeting (EGM) of Grasim Industries Limited ('the Company') to be held on Monday, 22<sup>nd</sup> February 2021 at 3.00 p.m. (IST) through video conference ('VC') / other audio-visual means ('OAVM').

The Notice of EGM has been dispatched electronically to the members whose email IDs are registered with the Company/ Depositories.

The Notice of EGM is also uploaded on the Company's website at [www.grasim.com](http://www.grasim.com).

The above is for your information and record.

Thank you.

Yours faithfully,

**For Grasim Industries Limited**

**Hutokshi Wadia**

**President & Company Secretary**

Encl: as above

**Cc:**

**Luxembourg Stock Exchange**

Market & Surveillance Dept.,  
P.O. Box 165, L-2011 Luxembourg,  
Grand Duchy of Luxembourg, EUROPE

**Citi Bank N.A.**

Depositary Receipt Services  
388 Greenwich Street, 6<sup>th</sup> Floor,  
New York, NY 10013

**Citi Bank N.A.**

Custodial Services  
FIFC, 11<sup>th</sup> Floor, C-54 & 55, G Block,  
Bandra Kurla Complex,  
Bandra (East), Mumbai 400 098

**Grasim Industries Limited**

Aditya Birla Centre, 'A' wing, 2<sup>nd</sup> Floor, S.K. Ahire Marg, Worli, Mumbai 400 030, India  
T: +91 22 6652 5000 / 2499 5000 | F: +91 22 6652 5114 / 2499 5114

E: [grasim.secretarial@adityabirla.com](mailto:grasim.secretarial@adityabirla.com) | W: [www.grasim.com](http://www.grasim.com) | CIN: L17124MP1947PLC000410

**Regd. Office :** Birlagram, Nagda – 456 331 (M.P.)



## GRASIM INDUSTRIES LIMITED

**Registered Office:** Birlagram, Nagda-456 331, Dist. Ujjain (M.P.), India

**CIN:** L17124MP1947PLC000410

**Tel. No.:** 07366-246760/66; **Fax No.:** 07366-244114/246024

**E-mail:** [grasim.secretarial@adityabirla.com](mailto:grasim.secretarial@adityabirla.com); **Website:** [www.grasim.com](http://www.grasim.com)

## NOTICE OF THE EXTRAORDINARY GENERAL MEETING

**NOTICE** is hereby given that the Extraordinary General Meeting of **GRASIM INDUSTRIES LIMITED** ("the Company") will be held on Monday, 22<sup>nd</sup> February 2021 at 3.00 p.m. (IST) through video conference ("VC")/other audio-visual means ("OAVM") to transact the following business:

### SPECIAL BUSINESS:

#### 1. Alteration of the Object Clause of the Memorandum of Association of the Company

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

**"RESOLVED THAT** pursuant to the provisions of sections 4, 13 and all other applicable provisions, if any, of the Companies Act, 2013 ("Act") read with applicable rules and regulations made thereunder (including any statutory modification(s) or re-enactment(s) thereof for the time being in force) and subject to such other requisite approvals, if any, required from appropriate authorities, consent of the members of the Company be and is hereby accorded for alteration of the Object Clause of the Memorandum of Association of the Company such that sub-clause 3(m), 3(n), 3(o) and 3(p) to the existing Clause 3 of the Memorandum of Association of the Company be added as under:

3(m) To carry on the business as manufacturers, dealers, sellers, traders, importers, exporters in:

Paints, coatings, industrial coatings, powder coatings, auto-OEM coatings, wallpapers, specialty chemicals, white and colored cements and waterproofing materials, compounds, etc. of all types and all kinds, including their all kinds of

formulation but not limited to emulsions, synthetic resins, polymers, rutile (titanium dioxide), monomer, surfactants, dispersing agents, biocides, driers, colorants, lacquers, enamels, textures, wood and metal finish, paints, varnishes, oils, distempers, alkyd resins, polyurethane resin, acrylics resins, melamine resins, epoxy resins, latex, all types of putty, dry colors, minerals, disinfectants, turpentine, all types of painting brushes, tools, implements etc. for painting jobs, paint / color mixing machines and/or tinting machines and its variants / equipment etc. and / or any other item or items that can be manufactured on own or through contract manufacturing or traded or is auxiliary in connection with the aforesaid business.

3(n) To carry on the business as manufacturers, dealers, traders, sellers, importers, exporters in:-

A. All types of plastics, lattices and formulations, thereof including all kinds of rubber and plastics, products and goods;

B. Styrene, butadiene and similar monomers, ethylene, alcohol, petroleum fractions and other chemical substances of all kinds, to manufacture compounds, synthetic and other substances, basic, intermediate or otherwise from chemical substances of all kinds;

C. All kinds of plastic materials, polystyrene, vinyl chloride, polyvinyl chloride, methyl metha acrylate, butyl acrylate, ethyl hexa acrylate, hydroxy ethyl metha acrylate, polyethylene, polyoleines, vinyl acetate and copolymers of one or more of the above and/or other products, acrylics and polyesters, polycarbonate and polyethers, epoxy resins and compositions, silicon resins and compositions,

P-F, U-F and other thermosetting resins and molding compositions, nylons, Rilsan and similar thermoplastics and molding compositions including refabricated sections and shapes, cellulosic plastics and other thermosetting and thermoplastic materials (of synthetic or natural origin), allied types of reagents, weedicides, pesticides, fungicides, and lakes, dyes, toners, perfumes and flavoring chemicals, rubber chemicals, plastic and resinous materials, adhesive and sealant compositions, plasticizers, surface active agents, coating resins, solvents, marine chemicals, synthetic fibres, and all types of Industrial chemicals, hormones, trace elements, etc;

D. Petrochemical, industrial and other preparations and articles of any nature and kind whatsoever, waxes natural and synthetic, industrial solvents and pasting agents, antioxidants, accelerators, reinforcing agents, silica compounds, softeners, and special chemical substances, plasticizers and extenders, dyestuffs and intermediates, etc;

E. All kinds of pigments, pigment emulsions, binder materials, thickeners, chemicals, dyes and manures;

F. Biochemical, industrial and other preparations and articles, dyes, chemicals, acids, alkalis, colors, glues, gums, pasters, organic or mineral intermediates, compositions, paint and color grinders, preparatory articles of all kinds, laboratory reagents, and to carry on the business of chemists and oil and colormen;

G. All types of containers (included but not limited to metallic and plastic containers), receptacles, boxes, cartons, cages, bins, tubes, crates, packing cases, cans, ball strapping systems and bags and fittings therefore, of every kind for holding, keeping, storing, shipping and handling the products which the Company is entitled to manufacture or deal in or any of them.

3(o) To carry on the business of home improvement, all types of painting services, water-proofing and chemical treatment services, and decor for interior and exterior furnishers & decorators including all types of services – direct or online, through self, partners, associates, contracts, etc., and other related services for home, offices, factories or any other building/wall.

3(p) To manufacture, process, produce, prepare, make, sell, service, contract (both service and material, etc.), purchase, store, import, export, trade, market, all types of items/products of exterior

and interior decoration/ furnishing, wallpaper, wall cladding, textures, all types of building materials and/or linked services including flooring materials which includes tiles, wooden flooring, flooring laminates, industrial flooring, carpets, rugs, all types of roofing materials, shingles, insulation materials, construction chemicals, water proofing, prefabricated building materials and other building material and architectural work.

**RESOLVED FURTHER THAT** the Board of Directors of the Company (including any Committee thereof) be and is hereby authorised to do all such acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.

**RESOLVED FURTHER THAT** any of the Directors of the Company or Company Secretary be and is hereby authorised to certify the true copy of this resolution and forward the same to any person or authority for their record and necessary action."

**By Order of the Board**



**Hutokshi R. Wadia**  
**President & Company Secretary**  
**Membership No.: A5761**

Place : Mumbai

Date : 22<sup>nd</sup> January 2021

## **ANNEXURE TO THE NOTICE**

### **EXPLANATORY STATEMENT SETTING OUT MATERIAL FACTS PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013**

#### **Item No. 1**

Grasim Industries Limited ("the Company"), a conglomerate, has a diversified business portfolio and is a leading manufacturer of viscose staple fibre, chemicals and textiles in India.

The Memorandum of Association ("MOA") is proposed to be amended to enable the Company to enter into the business of manufacturing, selling, trading, importing and exporting and otherwise dealing in all types of paints and allied products and services in the country.

#### **Rationale**

Being a conglomerate, portfolio evaluation and capital allocation aimed at value creation for the Company and

its stakeholders, is a continuous process at Grasim. The Company endeavours to invest in businesses that have the potential to be leaders in their addressable markets, have ability to achieve scale and generate consistent and attractive returns in the long term.

In line with this strategy, the Board of Directors of the Company has identified and approved foray into paints as a new line of business. Accordingly, this Meeting is convened for taking shareholders' approval to the proposed amendment in the Object Clause of the MOA thereby permitting the Company to foray into the paints business.

The Company's entry into a consumer oriented business will further diversify its portfolio and provide it with scale and growth. The robust balance sheet of the Company should facilitate its entry in the paints sector. Historically, the Indian paints industry has been growing at a healthy rate. The organised segment constitutes approximately 70% by value of the total paints market, and has historically grown faster and gained market share from the unorganised segment.

The decorative paints segment comprises approximately three-fourth of the total market size by value, and it is expected to continue to grow, driven by factors such as urbanisation, shortening of repainting cycles, growing housing demand etc. Currently, the top four players account for approximately two-third of the market size by value in the decorative paints segment. However, there exists a wide gap in the market share between the largest and the second largest player, which the Company believes, provides it with an entry opportunity.

The Company plans to focus on the decorative paints segment and its strategy includes becoming an established and significant player over a period of time. The Company plans to capitalise on its potential access to an existing pan India distribution network and strong brand equity which, the Company believes will provide it with a meaningful head-start.

The Company's entry in the paints sector will offer a wide choice to Indian consumers as the Company plans to introduce the latest range of paint products. The Company's entry into this high growth sector is expected to help painters/applicators and all traditional and emerging channel partners across India to expand their existing business and grow.

The Company's Board of Directors has also approved an initial capital expenditure of approximately INR 5,000 Crore over the next 3 years.

In view of the aforesaid, the Object Clause of the MOA of the Company is required to be altered to

include the object of entering into paints business for which shareholders' approval is sought by means of Special Resolution in accordance with the sections 13 and 4 and other applicable provisions of the Companies Act, 2013.

Copy of the MOA of the Company together with the proposed alteration is available to the Members for inspection without any fee from the date of circulation of this Notice up to the date of Extraordinary General Meeting. Members seeking to inspect such documents can send an email at [grasim.secretarial@adityabirla.com](mailto:grasim.secretarial@adityabirla.com).

The Board commends the Special Resolution set out at Item No.1 of the Notice for the approval by the Members.

None of the Directors, Key Managerial Personnel or their respective relatives are, in any way, concerned or interested, in the resolution set out at Item No. 1 of the Notice.

**By Order of the Board**



**Hutokshi R. Wadia**

**President & Company Secretary**

**Membership No.: A5761**

Place: Mumbai

Date : 22<sup>nd</sup> January 2021

#### **NOTES FOR MEMBERS' ATTENTION:**

1. In view of the continuing restrictions on the movement of people at several places in the country, due to the outbreak of COVID-19, the Ministry of Corporate Affairs, Government of India ("MCA"), and the Securities and Exchange Board of India ("SEBI"), have allowed companies to conduct Extraordinary General Meetings ("EGM") through video conference ("VC")/ other audio-visual means ("OAVM"), without the physical presence of Members.

This EGM is being convened in compliance with applicable provisions of the Companies Act, 2013 ("Act") and the rules made thereunder; provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"); the provisions of General Circular No. 14/2020 dated 8<sup>th</sup> April 2020; General Circular No.17/2020 dated 13<sup>th</sup> April 2020; General Circular No. 20/2020

5<sup>th</sup> May 2020 and General Circular No. 39/2020 dated 31<sup>st</sup> December 2020 issued by the MCA and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12<sup>th</sup> May 2020 and Circular No. SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated 15<sup>th</sup> January 2021 issued by SEBI (“MCA and SEBI Circulars”).

2. In accordance with the Secretarial Standard-2 on General Meetings issued by the Institute of Company Secretaries of India (“ICSI”) read with Clarification/Guidance on applicability of Secretarial Standards - 1 and 2 dated 15<sup>th</sup> April 2020 issued by the ICSI, the proceedings of the EGM will be deemed to be conducted at the Registered Office of the Company at Grasim Staff Club, Birlagram, Nagda - 456 331, Dist. Ujjain (Madhya Pradesh), India. Since the EGM will be held through VC / OAVM, the route map of the venue of the Meeting is not annexed hereto.
3. Members attending the EGM through VC / OAVM will be counted for the purpose of reckoning the quorum under section 103 of the Act.
4. A member entitled to attend and vote at the EGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this EGM is being held pursuant to the MCA and SEBI Circulars through VC / OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the EGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
5. The relevant Explanatory Statement pursuant to section 102 of the Act, in respect of the special business, set out at Item No. 1 of the Notice, is annexed.
6. KFin Technologies Private Limited, (“KFinTech”), the Company’s Registrar and Transfer Agent will provide the facility for voting through remote e-voting, for participating in the EGM through VC / OAVM and e-voting during the EGM (Insta Poll).

#### **7. Dispatch of Notice through electronic mode**

- i In compliance with the aforesaid MCA Circulars and SEBI Circulars, Notice of the EGM is being sent only through electronic mode to those Members whose email ID are registered with the KFinTech/ Depositories. Members may note that the Notice of the

EGM will be available on the Company’s website [www.grasim.com](http://www.grasim.com), websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) respectively, and on the website of KFinTech at <https://evoting.kfintech.com>

- ii Members who have still not registered their email ID are requested to update the same at the earliest:
  - a) Members holding shares in physical mode and who have not registered / updated their email ID with the Company are requested to register / update their email ID with KFinTech by sending requests at [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com), with details of folio number and attaching a self-attested copy of PAN card or by logging onto <https://ris.kfintech.com/clientservices/mobileereg/mobileemailreg.aspx>
  - b) Members holding shares in dematerialised mode are requested to register / update their email ID with their respective Depository Participant.

#### **8. Procedure for Inspection of Documents**

- i During the EGM, copy of the Memorandum of Association of the Company will be available for inspection through electronic mode. Members seeking to inspect copy of MOA prior to EGM, can send an email at [grasim.secretarial@adityabirla.com](mailto:grasim.secretarial@adityabirla.com).
- ii Members seeking any information with regard to the matter to be placed at the EGM, are requested to write to the Company on or before Friday, 19<sup>th</sup> February 2021 through email on [grasim.secretarial@adityabirla.com](mailto:grasim.secretarial@adityabirla.com). The same will be replied by the Company suitably.

#### **9. Procedure for joining the EGM through VC / OAVM**

- i The Company will provide VC / OAVM facility to its Members for participating at the EGM.
  - a) Members will be able to attend the EGM through VC / OAVM or view the live webcast of the EGM at <https://emeetings.kfintech.com> by using their remote e-voting login credentials and selecting the ‘EVENT’ for the Company’s EGM.

Members are requested to follow the procedure given below:

- i. Launch internet browser (chrome/firefox/safari) by typing the URL: <https://emeetings.kfintech.com>
  - ii. Enter the login credentials (i.e., User ID and password for e-voting).
  - iii. After logging in, click on "Video Conference" option
  - iv. Then click on camera icon appearing against EGM EVENT of Grasim Industries Limited, to attend the Meeting.
- b) Members who do not have User ID and Password for e-voting or have forgotten the User ID and Password may retrieve the same by following the procedure given in the e-voting instructions.
- c) Members may join the EGM through Laptops, Smartphones, Tablets or iPads for better experience. Further, Members will be required to use internet with a good speed to avoid any disturbance during the EGM. Members will need the latest version of Chrome, Safari, Internet Explorer 11, MS Edge or Mozilla Firefox.

Please note that participants connecting from Mobile Devices or Tablets or through Laptops 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 glitches. Members will be required to grant access to the web-cam to enable two-way video conferencing.

- d) Facility to join the Meeting will be opened thirty minutes before the scheduled time of the EGM and will be kept open throughout the proceedings of the EGM.
- e) Members will be allowed to participate in the EGM through VC / OAVM on first come, first served basis. Large Members (i.e. Members holding 2% or more shareholding), promoters, institutional investors, directors, key managerial personnel, etc. will not be subject to the aforesaid restriction of first-come-first-serve basis.

f) Members who would like to express their views or ask questions during the EGM may register themselves as speakers by logging on to <https://emeetings.kfintech.com> and clicking on the 'Speaker Registration' option available on the screen after log in. The Speaker Registration will be open Thursday, 18<sup>th</sup> February 2021 (9.00 a.m. IST) to Friday, 19<sup>th</sup> February 2021 (5.00 p.m. IST). Only those members who are registered as Speakers will be allowed to express their views or ask questions. The Company reserves the right to restrict the number of questions and number of Speakers, depending upon availability of time as appropriate for smooth conduct of the EGM.

g) Alternatively, members may also visit <https://emeetings.kfintech.com> and click on the tab 'Post Your Queries' and post their queries/ views/questions in the window provided, by mentioning their name, demat account number/folio number, email ID and mobile number. The window will be closed on Friday, 19<sup>th</sup> February 2021 (5.00 p.m. IST).

h) Members who need assistance before or during the EGM, may contact KFinTech at [evoting@kfintech.com](mailto:evoting@kfintech.com) or call on toll free number 1800-345-4001.

- ii. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote at the EGM.
- iii. Institutional / Corporate Shareholders (i.e. other than individuals / HUF, NRI, etc.) are required to send a scanned copy (PDF/ JPG Format) of its board or governing body resolution/authorization etc., authorizing its representative to attend the EGM through VC / OAVM on its behalf and to vote through remote e-voting. The scanned image of the abovementioned documents should be in the name format "Corporate Name\_EVENT NO." The said resolution/authorization shall be sent to the Scrutinizer by email through its registered email ID address to [scrutinizer.grasim@adityabirla.com](mailto:scrutinizer.grasim@adityabirla.com) with a copy marked to [evoting@kfintech.com](mailto:evoting@kfintech.com) and [grasim.secretarial@adityabirla.com](mailto:grasim.secretarial@adityabirla.com).

## 10. Instructions for remote e-voting and e-voting at the EGM

- i. In compliance with the provisions of section 108 of the Act, read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of the Listing Regulations, the Company is pleased to provide to its Members facility to exercise their right to vote on the resolution proposed to be considered at the EGM by electronic means and the business may be transacted through e-voting services arranged by KFinTech. The Members may cast their votes remotely, using an electronic voting system ("remote e-voting") on the dates mentioned herein below.
- ii. Those Members, who will be present in the EGM through VC / OAVM facility and have not cast their vote on the resolution through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through e-voting facility (Insta Poll) during the EGM.
- iii. The Members who have cast their vote by remote e-voting prior to the EGM may also join the EGM through VC/OAVM, but shall not be entitled to cast their vote again. A member can opt for only single mode of voting per EVEN, i.e., through remote e-voting or e- voting at the Meeting. If a member casts vote(s) by both modes, then voting done through remote e-voting shall prevail and vote(s) cast at the Meeting shall be treated as "INVALID".
- iv. The remote e-voting period commences on Friday, 19<sup>th</sup> February 2021 (9.00 a.m. IST) and ends on Sunday, 21<sup>st</sup> February 2021 (5.00 p.m. IST). During this period, Members of the Company holding shares either in physical form or in dematerialised form, as on Monday, 15<sup>th</sup> February 2021, i.e., Cut-Off Date, may cast their vote by remote e-voting. A person who is not a Member as on the Cut-Off Date should treat this Notice for information purpose only. The remote e-voting module will be disabled by KFinTech for voting thereafter. Once the vote on a resolution is cast by the Member, he will not be allowed to change it subsequently.
- v. Mr. Ashish Garg, Practicing Company Secretary (FCS 5181 & C.P. No. 4423), has been appointed as the Scrutinizer to scrutinize the

voting during the EGM (Insta Poll) and remote e-voting process in a fair and transparent manner.

The process and manner for remote e-voting is as under:

### **A. In case a Member receives an email from KFinTech (for Members whose e-mail addresses are registered with the Company/ Depository Participants):**

- i. Launch internet browser by typing the URL: <https://evoting.kfintech.com>
- ii. Enter the login credentials (i.e., User ID and Password). Your Folio No./DP ID-Client ID will be your User ID. However, if you are already registered with KFinTech for e-voting, you can use your existing User ID and Password for casting your vote.
- iii. After entering these details appropriately, Click on "LOGIN".
- iv. You will now reach password change Menu wherein you are required to mandatorily change your password. The new password should comprise of minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character (@,#,\$, etc.). The system will prompt you to change your password and update your contact details like mobile number, email ID, etc., on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.
- v. You need to login again with the new credentials.
- vi. On successful login, the system will prompt you to select the "EVENT", i.e., Grasim Industries Limited.
- vii. On the voting page, enter the number of shares (which represents the number of votes) as on the Cut-Off Date under "FOR/AGAINST" or, alternatively, you may partially enter any number in "FOR" and partially in "AGAINST"; but the total number in "FOR/AGAINST" taken together should not exceed your total shareholding as mentioned hereinabove. You may also choose the option "ABSTAIN". If you

do not indicate either "FOR" or "AGAINST" it will be treated as "ABSTAIN" and the shares held will not be counted under either head.

- viii. Members holding multiple folios/demat accounts may choose the voting process separately for each folio/demat accounts.
- ix. Voting has to be done for each item of the Notice separately. In case, you do not desire to cast your vote on any specific item, it will be treated as abstained.
- x. You may then cast your vote by selecting an appropriate option and click on "Submit".
- xi. A confirmation box will be displayed. Click "OK" to confirm else "CANCEL" to modify. Once you confirm, you will not be allowed to modify your login any number of times till you have voted on the resolution.

**B. In case, a Member whose email ID are not registered with the Company/Depository Participant, then such Member is requested to register/update their email ID with the Depository Participant (in case of shares held in dematerialised form) or inform KFinTech at the email ID [evoting@kfintech.com](mailto:evoting@kfintech.com) (in case of shares held in physical form):**

- i. Upon registration, Member will receive an email from KFinTech which includes details of e-Voting Event Number (EVEN), User ID and Password.
- ii. Please follow all steps from Note. No. A(i) to (xi) above to cast the vote by electronic means.

**C. Other instructions:**

- I. The voting rights of Members shall be in proportion to their shares of the paid-up equity share capital of the Company as on Cut-Off Date, i.e., Monday, 15<sup>th</sup> February 2021.
- II. 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 as well as e-voting (Insta Poll) at the EGM.
- III. Any person, who acquires shares of the Company and becomes a Member of the Company after dispatch of the Notice of the EGM and holding shares as of the Cut-Off

Date, i.e., Monday, 15<sup>th</sup> February 2021, may obtain User ID and Password in the manner as mentioned below:

- a. If the mobile number of the member is registered against Folio No./DP ID-Client ID, the member may send SMS: MYEPWD<SPACE>e-voting Event Number + Folio No. or DP ID-Client ID to +91 9212993399.

Example for NSDL :

MYEPWD<SPACE>IN12345612345678

Example for CDSL :

MYEPWD<SPACE>1402345612345678

Example for Physical :

MYEPWD<SPACE>XXX1234567890

- b. If email address of the Member is registered against Folio No./DP ID-Client ID, then on the home page of <https://evoting.kfintech.com>, the member may click "Forgot Password" and enter Folio No. or DP ID-Client ID and PAN to generate a password.
- c. Members may call KFinTech toll-free number 1-800-3454-001.
- d. Members may send an e-mail request to [evoting@kfintech.com](mailto:evoting@kfintech.com). If the Member is already registered with the KFinTech's e-voting platform, then such member can use his/her existing User ID and Password for casting the vote through remote e-voting.
- e. In case of any queries, please visit Help and FAQs section available at KFinTech website <https://evoting.kfintech.com> For any grievances related to e-voting, please contact Mr. Ganesh Patro, Senior Manager, KFin Technologies Private Limited, Selenium Tower B, Plot Nos. 31 & 32, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad- 500 032 at [evoting@kfintech.com](mailto:evoting@kfintech.com), Toll Free No: 1800-3454-001.

**11. Information and instructions for e-voting facility at EGM (Insta Poll)**

- i. Facility to cast vote through e-voting system at EGM (Insta Poll) will be made available on the video conference screen and will be



activated once the e-voting is announced at the Meeting.

- ii. Those members, who will be present in the EGM through VC / OAVM facility and have not cast their vote on the resolution through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through e-voting facility during the EGM (Insta Poll).
- iii. The procedure for e-voting during the EGM (Insta Poll) is same as the instructions mentioned above for remote e-voting since the EGM is being held through VC/OAVM. The e-voting window shall be activated upon instructions of the Chairman of the EGM during

the EGM. E-voting during the EGM (Insta Poll) is integrated with the VC/OAVM platform and no separate login is required for the same.

- iv. The Scrutiniser will, after the conclusion of e-voting at the Meeting, scrutinise the votes cast at the Meeting (Insta Poll) and votes cast through remote e-voting, make a consolidated Scrutiniser's Report and submit the same to the Chairman. The result of e-voting along with the consolidated Scrutiniser's Report, will be placed on the website of the Company: [www.grasim.com](http://www.grasim.com) and on the website of KFinTech at: <https://evoting.kfintech.com>. The result will simultaneously be communicated to the stock exchanges.

**For ease of participation by Members, provided below are key details regarding the EGM for reference:**

Sr. No	Particulars	Details of access
1	Link for live webcast of the EGM and for participation through VC / OAVM	<a href="https://emeetings.kfintech.com">https://emeetings.kfintech.com</a> by using e-voting credentials and clicking on video conference
2	Link for posting EGM queries and speaker registration and period of registration	<a href="https://emeetings.kfintech.com">https://emeetings.kfintech.com</a> by using e-voting credentials and clicking on 'Speaker registration'. Period of registration: Thursday, 18 <sup>th</sup> February 2021 (9.00 a.m. IST) to Friday, 19 <sup>th</sup> February 2021 (5.00 p.m. IST)  <a href="https://emeetings.kfintech.com">https://emeetings.kfintech.com</a> by using e-voting credentials and clicking on 'Post Your Queries'. The window will close on Friday, 19 <sup>th</sup> February 2021 (5.00 p.m. IST)
3	Link for remote e-voting	<a href="https://evoting.kfintech.com">https://evoting.kfintech.com</a>
4	Username and password for VC	Members may attend the EGM through VC by accessing the link <a href="https://emeetings.kfintech.com">https://emeetings.kfintech.com</a> by using the remote e-voting credentials. Please refer the instructions provided in the Notice.
5	Helpline number for VC participation and e-voting	Contact KFinTechnologies Private Limited at 1-800-3454-001 or write to them at <a href="mailto:evoting@kfintech.com">evoting@kfintech.com</a>
6	Cut-off date for e-voting	Monday, 15 <sup>th</sup> February 2021
7	Time period for remote e-voting	Commences on Friday, 19 <sup>th</sup> February 2021 (9.00 a.m. IST) and ends on Sunday, 21 <sup>st</sup> February 2021 (5.00 p.m. IST)
8	Link for Members to update email ID (for physical shareholders)	<a href="https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx">https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx</a> or sent email on <a href="mailto:einward.ris@kfintech.com">einward.ris@kfintech.com</a>
9	Registrar and Transfer Agent - Contact details	KFinTechnologies Private Limited Selenium Tower B, Plot Nos. 31 & 32, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad – 500 032 Toll free No: 1-800-5724-001 Website : <a href="http://www.kfintech.com">www.kfintech.com</a>
10	Grasim Industries Limited – Contact details	A-2 Aditya Birla Centre, S.K. Ahire Marg, Worli, Mumbai- 400 030 Email: <a href="mailto:grasim.secretarial@adityabirla.com">grasim.secretarial@adityabirla.com</a>