



# IG PETROCHEMICALS LIMITED

2<sup>nd</sup> August, 2018

**BSE Limited**

Corporate Relationship Department  
1st Floor, P J Towers  
Dalal Street  
Mumbai - 400 001

**Scrip Code: 500199**

**The National Stock Exchange of India Ltd.**

Exchange Plaza  
Bandra Kurla Complex  
Bandra (East)  
Mumbai - 400 051

**Scrip Code: IGPL**

Dear Sir/Madam,

**Sub: Notice of 29<sup>th</sup> Annual General Meeting and Book Closure.**

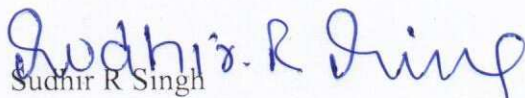
Pursuant to Regulation 30 of SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015, we enclose herewith notice of 29<sup>th</sup> Annual General Meeting (AGM) of the Company to be held on Monday, 27<sup>th</sup> August, 2018 at 3.00 p.m. at Hotel Mandovi, D B Bandodkar Road, Panaji, Goa-403001.

Notice is also given under Regulation 42 of SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015 that the Register of Members and Share Transfer Books of the Company will remain closed on Tuesday, 21<sup>st</sup> August, 2018 and Wednesday, 22<sup>nd</sup> August, 2018 for the purpose of Annual General Meeting and determining the names of the Members eligible to receive dividend.

Kindly take the same on records.

Thanking you,

Yours faithfully,  
For I G Petrochemicals Limited

  
Sudhir R Singh  
Company Secretary

Encl: as above

# Notice

NOTICE is hereby given that the 29<sup>th</sup> Annual General Meeting of the members of I G Petrochemicals Limited (CIN:L51496GA1988PLC000915) will be held on Monday, 27<sup>th</sup> August, 2018 at 3.00 p.m. at Hotel Mandovi, D B Bandodkar Road, Panaji, Goa – 403 001, to transact the following business:

## AS ORDINARY BUSINESS

1. To consider and adopt the standalone and consolidated audited financial statements of the Company for the financial year ended 31<sup>st</sup> March, 2018 and the Report of the Board of Directors and the Auditors' thereon.
2. To declare Dividend.
3. To appoint a Director in place of Shri J K Saboo (DIN 00193512) who retires by rotation and being eligible offers himself for re-appointment.

## AS SPECIAL BUSINESS

### 4. Ratification of Remuneration of Cost Auditor

To consider and if thought fit, to pass with or without modification(s), the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** pursuant to the provisions of Section 148(3) and other applicable provisions, if any, of the Companies Act, 2013 and Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), the remuneration of ₹ 45,000/- plus GST as applicable and reimbursement of actual travel and out-of-pocket expenses for the financial year ending 31<sup>st</sup> March, 2019 as approved by the Board of Directors of the Company, payable to M/s. Krishna S & Associates, Cost Accountants, (Firm Registration No. 100939) to conduct audit of the cost records of the Company be and is hereby ratified and confirmed.”

By Order of the Board  
For I G Petrochemicals Limited

Mumbai  
28<sup>th</sup> May, 2018

**Sudhir R Singh**  
Company Secretary

### Registered Office :

T-10, 3<sup>rd</sup> Floor, Jairam Complex  
Mala, Neugi Nagar  
Panaji, Goa – 403 001.

## NOTES

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 (“the Act”), which sets out details relating to Special Business at the meeting is annexed hereto and forms part of the Notice.
2. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING (AGM) OF THE COMPANY MAY APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY.
3. Proxies in order to be effective must be received by the Company at its Registered Office not later than 48 hours before the commencement of the meeting. A person shall not act as a Proxy for more than 50 members and holding in the aggregate not more than ten percent of the total voting share capital of the Company. However, a single person may act as a Proxy for a member holding more than ten percent of the total voting share capital of the Company provided that such person shall not act as a Proxy for any other person.
4. Corporate members intending to send their authorized representatives to attend the meeting are requested to send a certified copy of the Board Resolution to the Company, authorising their representative to attend and vote on their behalf at the meeting.
5. A statement giving the relevant details of the Director seeking appointment under item No. 3 of the accompanying Notice as required under Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 is annexed hereto. The Director has furnished the requisite declaration for his re-appointment.
6. The Register of Members and Share Transfer Books of the Company will remain closed on Tuesday, 21<sup>st</sup> August, 2018 and Wednesday, 22<sup>nd</sup> August, 2018 for the purpose of AGM and payment of dividend, if declared.
7. If dividend as recommended by the Board of Directors is approved at the meeting, payment will be made on or after 3<sup>rd</sup> September, 2018 as under:
  - a) To all Beneficial Owners in respect of shares held in dematerialized form as per the data made available by the National Securities Depository Limited (NSDL) and the Central Depository Services (India) Limited (CDSL) as of the close of business hours on 20<sup>th</sup> August, 2018;

- b) To all Members holding shares in physical form, whose names stand on the Register of Members of the Company on 20<sup>th</sup> August, 2018.
8. Members are requested to immediately intimate change of address, if any, to the Company/Registrar & Transfer Agents (RTA).
  9. During the year, there was no amount which was liable to be transferred to the Investor Education and Protection Fund (IEPF) in terms of Sections 124 of the Act. A statement of unclaimed dividend declared at the last AGM held on 20<sup>th</sup> September, 2017 is available on the Company's website [www.igpetro.com](http://www.igpetro.com). Members are requested to claim their dividend before they become due for transfer to IEPF.
- Further, pursuant to the provisions of Section 124(5) and Section 124(6) of the Act, read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("the IEPF Rules") and amendments thereto, all shares on which dividend has not been paid or claimed for seven consecutive years or more shall be transferred to the demat account of the IEPF Authority.
- The Members whose shares have been transferred to the IEPF Authority may claim the shares by making an application to IEPF Authority in Form IEPF-5 available at [www.iepf.gov.in](http://www.iepf.gov.in). Member should note that only one consolidated claim can be filed in a financial year as per the IEPF Rules. Members are advised to claim any unencashed dividends.
10. Electronic copy of the Annual Report is being sent to the members whose email ID's are registered with the Company/Depository Participants for communication purposes unless any member has requested for a physical copy of the same. For members who have not registered their email address, physical copies are being sent in the permitted mode and they are requested to register their e-mail address with the Company to facilitate the faster receipt of communication and avoid any possible loss in postal transit apart from benefits resulting out of reduction in paper consumption and contributing towards a greener environment.
  11. Members holding shares in physical form are requested to consider converting their holding to dematerialized form to eliminate all risks associated with physical shares and for ease of portfolio management. Members can contact the Company/ RTA for assistance in this regard.
  12. In case of joint holders attending the meeting, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote.
  13. Members may also note that the Notice of the 29<sup>th</sup> AGM and the Annual Report for the year

2017-18 will also be available on the Company's website [www.igpetro.com](http://www.igpetro.com) for download.

14. A route map showing directions to reach the venue of the meeting is available in the Annual Report.
15. All documents referred to in the accompanying Notice and the Explanatory Statement shall be open for inspection at the Registered Office of the Company during normal working days, up to and including the date of the Annual General Meeting of the Company.
16. The Company is providing the facility to the Members to cast their vote by electronic means i.e. through the e-voting services provided by NSDL on all resolutions set forth in this Notice and the Members may cast their vote on resolutions through e-voting.
17. The facility for voting by ballot or polling paper shall also be made available to the Members at the meeting and the Members attending the meeting who have not already cast their vote by remote e-voting shall be able to vote either through ballot or poll at the meeting. However, Members who have already casted their vote by remote e-voting may attend the meeting but they shall not be able to cast their vote again at the meeting.

## PROCESS FOR MEMBERS OPTING FOR E-VOTING

### The instructions for shareholders voting electronically are as under:

In compliance with provisions of the Act and the rules made thereunder and SEBI (listing Obligations and Disclosure Requirements), Regulations, 2015, the company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-voting services provided by National Securities Depository Limited (NSDL).

The remote e-voting period commences on Friday, 24<sup>th</sup> August, 2018 (9:00 am) and ends on Sunday, 26<sup>th</sup> August, 2018 (5:00 pm). During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of i.e., 20<sup>th</sup> August, 2018, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

- Step 1: Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com>
- Step 2: Cast your vote electronically on NSDL e-Voting system.

Details on Step 1 is mentioned below:

**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 ‘Shareholders’ section.
3. A new screen will open. You will have to enter your User ID, your Password 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. Your password details 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’?
  - (i) 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’.
  - (ii) If your email ID is not registered, you can check the communication sent to your postal address for further instructions about obtaining password.

- d) Member may obtain a User ID and password for casting his /her vote by remote e-voting by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) by providing the details such as Demat account no or Folio no, PAN no, name, address etc.

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.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, name and your registered address.

- 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.

#### Details on Step 2 is given below:

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

1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
2. After click on Active Voting Cycles, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle is in active status.
3. Select "EVEN" of company for which you wish to cast your vote.
4. Now you are ready for e-Voting as the Voting page opens.
5. 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.
6. Upon confirmation, the message "Vote cast successfully" will be displayed.
7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
8. 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 [mferraocs@gmail.com](mailto:mferraocs@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
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 toll free no.: 1800-222-990 or send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)
4. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date i.e. 20<sup>th</sup> August, 2018.
5. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 20<sup>th</sup> August, 2018, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or to Issuer/RTA.  
  
However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/Password?" or "Physical User Reset Password?" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following toll free no.: 1800-222-990.
6. 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 voting at the AGM through ballot paper.
7. Shri Martinho Ferrao, Practicing Company Secretary (Membership No. 6221) or failing him Shri Shiv Kumar Vaishy (Membership No. 45528) has been appointed as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
8. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of "remote e-voting" or "Ballot Paper" or "Poll Paper" for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
9. The Results declared alongwith the report of the Scrutinizer shall be placed on the website of the Company [www.igpetro.com](http://www.igpetro.com) and on the website of NSDL immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the BSE Limited and National Stock Exchange of India Limited.



**EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013****Item No. 4**

On recommendation of Audit Committee, the Board of Directors has considered and approved the appointment of M/s Krishna S & Associates, Cost Accountants, for conducting an audit of cost records of the Company at a remuneration of ₹ 45,000/- plus GST as applicable and reimbursement of actual travel and out of pocket expenses for the financial year 2018-19.

In terms of the provisions of Section 148 of the Companies Act, 2013 and Rule 14 of the Companies (Audit and Auditors) Rules, 2014, the resolution is set out for approval and ratification by the members.

None of the Directors and/or Key Managerial Personnel of the Company and their relatives is concerned or interested in the aforesaid resolution.

The Board of Directors recommends the resolution for your approval.

By Order of the Board  
For I G Petrochemicals Limited

Mumbai  
28<sup>th</sup> May, 2018

**Sudhir R Singh**  
Company Secretary

**Registered Office :**

T-10, 3<sup>rd</sup> Floor, Jairam Complex  
Mala, Neugi Nagar  
Panaji, Goa – 403 001.

**DETAILS OF DIRECTOR SEEKING RE-APPOINTMENT**

(As required under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015)

Name of the Director	Shri J K Saboo
Director Identification Number (DIN)	00193512
Date of Birth	18 <sup>th</sup> January, 1952
Date of Appointment on the Board	1 <sup>st</sup> July, 1998
Qualifications	B. Com, LL.B.
Expertise	In charge of and manages the affairs of the Company's Plant at Taloja, Maharashtra. Possesses over 35 years of diverse experience in petrochemical industries and oversees the compliance and all matters associated with factory and labour laws.
Directorship held in other listed companies	NIL
Chairmanships/Memberships of Committees in other listed companies	NIL
Shares held in the Company	1,200
Relationship between directors inter-se	Nil



## IG PETROCHEMICALS LIMITED

CIN: L51496GA1988PLC00915

**Registered Office:** T-10, 3rd Floor, Jairam Complex, Mala, Neugi Nagar, Panaji, Goa - 403 001

**Corporate Office:** 401-404, Raheja Centre, 214, Nariman Point, Mumbai - 400 021

Tel. No.: 022 30286100 • Fax: 022 22040747 • Email: igpl@igpetro.com

### ATTENDANCE SLIP

(Please complete this attendance slip and handover at the entrance)

I/We hereby record my/our presence at the 29<sup>th</sup> Annual General Meeting of the Company at Hotel Mandovi, D B Bandodkar Road, Panaji, Goa-403 001 on Monday, 27<sup>th</sup> August, 2018 at 3.00 p.m.

Folio No. \_\_\_\_\_ DP ID No. \_\_\_\_\_ Client ID No. \_\_\_\_\_

Name of the Member \_\_\_\_\_ Signature \_\_\_\_\_

Name of the Proxy holder \_\_\_\_\_ Signature \_\_\_\_\_

1. Only Member / Proxy holder can attend the Meeting.
2. Member / Proxy holder should bring his / her copy of the Annual Report for reference at the Meeting.



## IG PETROCHEMICALS LIMITED

CIN: L51496GA1988PLC00915

**Registered Office:** T-10, 3rd Floor, Jairam Complex, Mala, Neugi Nagar, Panaji, Goa - 403 001

**Corporate Office:** 401-404, Raheja Centre, 214, Nariman Point, Mumbai - 400 021

Tel. No.: 022 30286100 • Fax: 022 22040747 • Email: igpl@igpetro.com

### PROXY FORM

(Pursuant to Section 105(6) of the Companies Act, 2013 read with Rule 19(3) of the Companies (Management and Administration) Rules, 2014)

<b>Name of the Member(s) :</b>	_____
<b>Registered Address :</b>	_____
<b>E-Mail Id :</b>	_____
<b>Folio No./Client ID :</b>	_____
<b>DP ID :</b>	_____

I/We the member(s) of I G Petrochemicals Limited holding \_\_\_\_\_ shares hereby appoint:

(1) Name: \_\_\_\_\_ E-Mail Id. \_\_\_\_\_  
Address: \_\_\_\_\_

\_\_\_\_\_  
Signature \_\_\_\_\_ or failing him;

(2) Name: \_\_\_\_\_ E-Mail Id. \_\_\_\_\_  
Address: \_\_\_\_\_

\_\_\_\_\_  
Signature \_\_\_\_\_ or failing him

(3) Name: \_\_\_\_\_ E-Mail Id. \_\_\_\_\_  
Address: \_\_\_\_\_

\_\_\_\_\_  
Signature \_\_\_\_\_

TEAR HERE

**ROUTE MAP TO THE VENUE OF THE AGM**



as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 29<sup>th</sup> Annual General Meeting of the Company at Hotel Mandovi, D B Bhandokar Road, Panaji, Goa-403 001 on Monday, 27<sup>th</sup> August, 2018 at 3.00 p.m. and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No.	RESOLUTIONS	Type of Resolution	For	Against
	Ordinary Business			
1.	To consider and adopt the standalone and consolidated audited financial statements of the Company for the financial year ended 31 <sup>st</sup> March, 2018 and the Report of the Board of Directors and the Auditors' thereon	Ordinary		
2.	To declare Dividend.	Ordinary		
3.	To appoint a Director in place of Shri J K Saboo who retires by rotation and being eligible offers himself for re-appointment.	Ordinary		
	<b>Special Business</b>			
4.	Ratification of remuneration of Cost Auditor.	Special		

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2018

Signature of the Member \_\_\_\_\_



\_\_\_\_\_  
Signature of the proxy holder

Note: This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.