KANPUR PLASTIPACK LTD

Providing Solutions for Industrial Bulk Packaging

24th November, 2026

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai-400 001

Scrip Code: **507779**

National Stock Exchange of India Limited
Exchange Plaza, Plot No. C/1,
G Block, Bandra – Kurla Complex, Bandra (East),
Mumbai 400 051

Trading Symbol: **KANPRPLA**

Sub:- Intimation under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 – Postal Ballot

Dear Sir,

Pursuant to the provisions of Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Regulations"), in continuation to our intimation dated 27th October, 2026, regarding appointment of Additional Independent Director, please find attached herewith copy of Postal Ballot Notice issued and sent to the shareholders today i.e. on 24th November, 2026 seeking approval of the shareholders of the company by way of Postal Ballot / E-Voting on the following agenda items:-

Seeking approval of shareholders through Postal Ballot for:

1. To consider and approve the confirmation of the appointment of Independent Director Shri Sanjiv Swarup (DIN: 00132716)

The Notice of Postal Ballot along with the instructions of E-Voting is also available on the Company's website and can be downloaded from the below link:

https://kanplas.com/report_pdf/Postal_Ballot_Notice._1795418007.pdf

As per the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 & 22 of the Companies (Management and Administration) Rules, 2014, as amended from time to time, and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as an alternate, to all its Shareholders, to enable them to cast their votes electronically instead of dispatching the physical Postal Ballot Form by post. The Company has engaged the services of National Security Depository Limited (NSDL) to provide e-voting facility to its Shareholders.

Ankur Srivastava

Digitally signed by Ankur Srivastava
DN: c=IN, o=Personal, postalCode=208014, l=Kanpur Nagar, st=Uttar Pradesh, street=H3, Shree Tirupati Greens Apartements Saket Nagar, Juhi Colony, Uttar Pradesh India 208014 Jagran College, Telephone Exchange Road, title=9927, 2.5.4.20=cc27d3f9436efa6c804fa6e8802e5dacc2f47956a9cbf329592c256d8c8f3a5c, serialNumber=4b23e7cbde87752eb6b8834bca897fb9311ca9bdfa9ec226a725911e719ed408, email=ankursrivastavacs5985@gmail.com, cn=Ankur Srivastava
Date: 2026.11.24 14:33:11 +05'30'

KANPUR PLASTIPACK LTD

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The **Calendar of Events** in this regard are given herein below:

1.	EVEN	:	**143624**
2.	Mode	:	Postal Ballot / E-Voting
3.	Agency for E-voting	:	National Securities Depository Limited
4.	Name of Scrutinizer	:	CS Adesh Tandon, Practicing Company Secretary
5.	Cut-off date for providing E-voting rights	:	20th November, 2026
6.	Remote E-Voting period : Start	:	25th November, 2026 (9:00 A.M.) to
	: Close	:	24th December, 2026 (5:00 P.M.)
7.	Last date of submission of Postal Ballot	:	24th December, 2026
8.	Last date of submission of Report by scrutinizer	:	29th December, 2026
9.	Last date of declaration of result by Chairman	:	29th December, 2026

Thanking you,

Yours Faithfully,

For **Kanpur Plastipack Limited**

Ankur Srivastava

Digitally signed by Ankur Srivastava
DN: c=IN, o=Personal, postalCode=208014, l=Kanpur Nagar, st=Uttar Pradesh, street=H3, Shree Tirupati Greens Apartements Saket Nagar, Juhi Colony, Uttar Pradesh India 208014 Jagran College, Telephone Exchange Road, title=9927, 2.5.4.20=cc27d3f9436efa6c804fa6e8802e5dacc2f47956a9cbf329592c256d8cdf3a5c, serialNumber=4b23e7cbde87752eb6b8834bca897fb9311ca9bdfa9ec226a725911e719ed408, email=ankursrivastavacs5985@gmail.com, cn=Ankur Srivastava
Date: 2026.11.24 14:33:42 +05'30'

(Ankur Srivastava)
Company Secretary

Encl: Notice of Postal Ballot along with E-voting instructions.

D-19,20 Panki Industrial Area, Kanpur-208022, India | +91(512) 2691113-116 | info@kanplas.com | www.kanplas.com

CIN: L25209UP1971PLC003444
Regd. Office : D-19-20, Panki Industrial Area, Kanpur-208 022
Tel : +91 (0512) 2691 113 - 6 ; Fax: +91(0512) 2691117; Email: info@kanplas.com; Web: www.kanplas.com

POSTAL BALLOT NOTICE

[Pursuant to Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules, 2014]

Dear Members,

NOTICE is hereby given that, pursuant to Section 108 and 110 and other applicable provisions, if any, of the Companies Act, 2013, (the "Act") together with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014, (the "Rules") and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), Secretarial Standard on General Meetings ("SS-2") issued by the Institute of Company Secretaries of India, including any statutory modification or re-enactment thereof for the time being in force, the resolution as set out in this Postal Ballot Notice is proposed to be passed by the members of Kanpur Plastipack Limited by way of Postal Ballot/e-Voting.

The proposed Resolution and Explanatory Statement pertaining to the said resolution setting out all material facts concerning the proposed resolution and the reasons thereto are annexed hereto for your consideration. The Postal Ballot Form for voting by you as shareholder of the Company is also enclosed. The Company has appointed Shri Adesh Tandon of M/s Adesh Tandon & Associates, Practicing Company Secretaries, as Scrutinizer for conducting this Postal Ballot voting process in a fair and transparent manner.

Please read carefully the instructions printed in the postal ballot form and return the form duly completed and signed in the attached self-addressed, business reply envelope, so as to reach the Scrutinizer before the closing of working hours (5:00 PM) on Thursday the 24th December, 2026. Please note that any postal ballot form(s) received after the said date will be strictly treated as if no reply has been received from the Shareholder. No other form or photocopy thereof is permitted.

In compliance with Regulation 44 of the Listing Regulations and provisions of Section 108 of the Act read with the Rules, the Company is pleased to provide Electronic Voting ("e-voting") facility as an alternate, to all its Shareholders, to enable them to cast their votes electronically instead of dispatching the physical Postal Ballot Form by post. The Company has engaged the services of National Security Depository Limited (NSDL) to provide e-voting facility to its Shareholders. It may be noted that e-voting is optional. In case a Shareholder has voted through e-voting facility, he/she is not required to send the physical Postal Ballot Form. In case a Shareholder votes through e-voting facility as well as sends his/her vote through physical ballot paper, the vote cast through e-voting shall only be considered and the voting through physical Postal Ballot shall not be considered by the Scrutinizer. For e-voting facility please refer the instructions for e-voting given in the e-voting form.

The Scrutinizer will submit his report to the Chairman after the completion of the scrutiny of postal ballots (including e-voting) within two working days. The Chairman of the Company will announce the results within two working days i.e. on or before Tuesday, 29th December, 2026. The said results would be displayed on the website of the Company i.e. www.kanplas.com and shall be intimated to the Stock Exchanges (BSE & NSE) where the shares of the Company are listed.

By order of the Board of Directors
For Kanpur Plastipack Ltd.

Place : Kanpur
Date : **23rd November, 2026**

Ankur Srivastava
Company Secretary

Proposed Resolution(s):

1. Confirmation of the Appointment of Independent Director Shri Sanjiv Swarup (DIN: 00132716)

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, 152 read with Schedule IV and all other applicable provisions of the Companies Act, 2013 together with the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Regulation 16, 25(2) & 25(2A) of SEBI (Listing Obligation and Disclosure Requirement) Regulations, 2015 ("Listing Regulations") and other applicable regulations of Listing Regulations, as amended from time to time, including any statutory modifications(s) or re-enactment(s) thereof for the time being in force, Shri Sanjiv Swarup (DIN: 00132716) who was appointed as Additional Director w.e.f. 27th October, 2026 by the Board of Directors, as recommended by the Nomination and Remuneration Committee, be and is hereby appointed as an Independent Director of the Company to hold office for 5 (five) consecutive years upto 26th October, 2031, not liable to retire by rotation."

"RESOLVED FURTHER THAT Shri Manoj Agarwal, (DIN: 00474146) Chairman Cum Managing Director and Shri Ankur Srivastava, (Membership no. F8537) Company Secretary of the Company be and are hereby jointly and / or severally authorised to do all such acts, deeds and things as may deemed necessary, desirable and expedient to give effect to the above resolution."

By order of the Board of Directors
For KANPUR PLASTIPACK LTD.

Place : Kanpur
Date : **23rd November, 2026**

ANKUR SRIVASTAVA
COMPANY SECRETARY

NOTES:

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 stating all material facts and information for the proposed Special Resolutions are appended to the Notice.
2. The Postal Ballot Notice is being sent to all the Shareholders, whose names appear in the Register of Shareholders/list of Beneficial Owners, received from National Securities Depository Limited (NSDL)/ Central Depository Services (India) Limited as on **20th November, 2026 being the cut-off date.**
3. Voting rights shall be reckoned in proportion to the paid-up equity shares registered in the name of the Shareholder as on 20th November, 2026.
4. Please read carefully the instructions printed on e-voting form and postal ballot form as well as this Notice for respective mode of voting.
5. Resolutions passed by the Shareholders through Postal Ballot are deemed to have been passed effectively at a general meeting of the Shareholders.
6. In compliance with provisions of Section 108 and 110 of the Companies Act read with the Rules and Clause 44 of the Listing Regulations, the Company is pleased to offer e-voting facility to its Shareholders to enable them to cast their votes electronically.
7. In compliance with various MCA Circulars, the Notice is being sent by electronic mode to those Members whose names appear in the Register of Members/List of Beneficial Owners and whose e-mail IDs are registered with the Company/ Depositories/ RTA as on the cut-off date i.e. 20th November, 2026. Physical copies of notice of postal ballot and postal ballot form along with the detailed procedure of e-voting and prepaid business reply envelope are being sent to the shareholders by the permitted mode whose email ids is not registered with the Company as on the Cut-off date. The Copy of Notice along with the detailed procedure of e-voting is also available on the website of the Company www.kanplas.com.
8. Shareholders have option to vote either through e-voting or through the physical Postal Ballot Form. If a shareholder has opted for e-voting, then he/she should not vote by physical Postal Ballot also and vice-versa. However, in case Shareholder cast their vote both via physical Postal Ballot and e-voting, then voting through e-voting shall prevail and voting done by Postal Ballot shall be treated as invalid. For this purpose, the Company has signed an agreement with the National Security Depository Limited (NSDL) for facilitating e-voting.
9. The remote e-voting period will commence at 9.00 A.M. on Wednesday, 25th November, 2026 and will end at 5:00 p.m. on Thursday, 24th December, 2026. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on resolution is cast by the Member, the Member shall not be allowed to change it subsequently
10. Please return the postal ballot form duly completed and signed in the attached self-addressed, business reply envelope, so as to reach the Scrutinizer before the closing of working hours (5:00 PM) on Thursday, 24th December, 2026. Please note that any postal ballot form(s) received after the said date will be strictly treated as if no reply has been received from the Member. No other form or photocopy of postal ballot form is permitted.
11. The Company has appointed Shri Adesh Tandon of M/s Adesh Tandon & Associates, Practicing Company Secretaries, as Scrutinizer to monitor the e-voting and conducting this Postal Ballot voting process in a fair and transparent manner.
12. The Scrutinizer will submit his report to the Chairman after the completion of the scrutiny of postal ballots (including e-voting) within two working days. The Chairman of the Company will announce the results within two working days i.e. on or before Tuesday, 29th December, 2026.
13. The resolution, if passed by the requisite majority, shall be deemed to have been passed on 24th December, 2026 i.e., the last date specified for the postal ballot / remote e-voting.
14. The said results would be displayed on the website of the Company i.e. www.kanplas.com and shall be intimated to the Stock Exchanges (BSE & NSE) where the shares of the Company are listed.
15. All the material documents referred to in the explanatory statement will be available for inspection at the registered office of the Company during office hours on all working days from the date of dispatch of the Postal Ballot Notice until the last date for receipt of votes by remote e-voting.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013.

ITEM NO. 1:-

The Board of Directors, pursuant to the provisions of Section 149 and 152 of the Companies Act, 2013, on the recommendation of Nomination and Remuneration Committee, have appointed Mr. Sanjiv Swarup (DIN: 00132716) as an Additional Director (Independent) of the Company w.e.f. 27th October, 2026. Your Company has received a notice in writing from a member under Section 160 of the Act proposing the candidature of Mr. Sanjiv Swarup for the office of Director of the Company. Mr. Sanjiv Swarup is not disqualified from being appointed as a Director in terms of Section 164 of the Act and has given his consent to act as a Director. It is proposed, as recommended by Nomination and Remuneration Committee of the Board, to appoint Mr. Sanjiv Swarup as an Independent Director of the Company to hold office for a consecutive period of 5 years till 26th October, 2031, not liable to retire by rotation.

The Company has received a declaration from Mr. Sanjiv Swarup that he is not debarred to be appointed as Director from any of the regulatory authority and he meets with the criteria of independence as prescribed under sub-section (6) of Section 149 of the Act. He possesses appropriate skills, experience and knowledge and in the opinion of the Board, he fulfills the conditions for his appointment as an Independent Director as specified in the Act and the Listing Regulations.

Details as required under regulation 36 of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 and in terms of secretarial Standard on General Meeting (SS-2), in respect of the Directors seeking appointment / re-appointment are attached and forms part of this notice.

Mr. Sanjiv Swarup aged about 68 years has over four decades of extensive experience in corporate governance, regulatory compliance, management consultancy and business strategy. Following an illustrious academic journey at St. Xavier's College, Kolkata, he qualified as a Chartered Accountant. He also holds an LL.B. degree from Saurashtra University. Over the past eight years, he has served on the boards of more than a dozen listed companies and their subsidiaries.

Keeping in view his vast expertise and knowledge, it will be in the interest of the Company to appoint him as a Non Executive - Independent Director. Copy of the draft letter of appointment of Mr. Sanjiv Swarup as an Independent Director setting out the terms and conditions is available for inspection by members at the Registered Office of the Company.

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

Your Directors recommend passing of the above resolution as a Special Resolution.

By order of the Board of Directors
For KANPUR PLASTIPACK LTD.

Place : Kanpur
Date : **23rd November, 2026**

ANKUR SRIVASTAVA
COMPANY SECRETARY

Details as required under regulation 36 of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 and in terms of secretarial Standard on General Meeting (SS-2), in respect of the Directors seeking appointment / re-appointment:

Name of the Director	Mr. Sanjiv Swarup
Age	68 years
Date of First Appointment	27/10/2026
Nationality	Indian
Qualification and Brief Resume / Experience	Mr. Sanjiv Swarup, aged about 68 years, has over four decades of experience in corporate governance, regulatory compliance, management consultancy and business strategy. Following an illustrious academic journey at St. Xavier's College, Kolkata, he qualified as a Chartered Accountant. He also holds an LL.B. degree from Saurashtra University. Over the past eight years, he has served on the boards of more than a dozen listed companies and their subsidiaries. He currently serves as a Non-Executive Independent Director on several boards, including Bharat Wire Ropes Limited, Abans Enterprises Limited, Jost's Engineering Company Limited, Responsive Industries Limited, Comfort Fincap Limited and Highness Microelectronics Limited. He also chairs key Board committees, including Audit Committees, across multiple listed entities. Mr. Swarup founded and managed a management consultancy practice for approximately 40 years, advising domestic and international organizations, including the National Geographic Society, Emery (India) Private Limited and 123India.com Limited. He also served as Whole-time Director of 123India.com Limited. He is currently an Honorary Advisor to Sumedha Fiscal Services Limited.
Terms and Conditions of Appointment	Appointment as Non Executive Independent Director for a consecutive term of five years.
No. of Shares Held	Nil
Relationship with other Directors, Manager and other Key Managerial Personnel of the company	Not related to any of the Directors on the Board, Manager and other Key Managerial Personnel of the company
Number of Meetings of the Board attended during the year	NA
Other Companies Directorship	1. Abans Enterprises Ltd. 2. Abans Jewels Ltd. 3. AI NXT Technovations Private Ltd. 4. Bharat Wire Ropes Ltd. 5. Comfort Fincap Ltd. 6. Josts Engineering Co. Ltd. 7. Prime Fresh Ltd. 8. Team India Guaranty Ltd.(Formerly Known as Times Guaranty Ltd.) 9. CGM Climate Foundation

Chairmanship /Membership of other Companies Committees	**Audit Committee-** i. Bharat Wire Ropes Ltd. ii. Comfort Fincap Ltd. iii. Josts Engineering Co. Ltd. iv. Team India Guaranty Ltd.(Formerly Known as Times Guaranty Ltd.) **Stakeholders Relationship Committee-** i. Bharat Wire Ropes Ltd. ii. Comfort Fincap Ltd. iii. Josts Engineering Co. Ltd. iv. Team India Guaranty Ltd.(Formerly Known as Times Guaranty Ltd.) Note: Membership/Chairmanship of only Audit Committee and Stakeholders' Relationship Committee of public limited companies has been considered, in terms of Regulation 26(1) of SEBI LODR.
Performance Evaluation Report	NA

THE PROCEDURE / INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING ARE AS UNDER:-

EVEN : 143624

The remote e-voting period begins on Wednesday, 25th November, 2026 at 9:00 AM and ends on Thursday, the 24th day of December, 2026 at 5:00 PM. The remote e-voting module shall be disabled by NSDL for voting thereafter.

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:

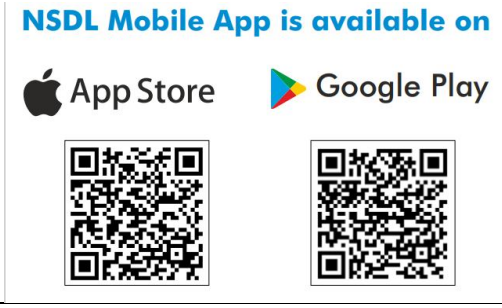
Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode

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

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

Type of shareholders	***Login Method***
Individual Shareholders holding securities in demat mode with NSDL.	Existing **IDeAS** user can visit the e-Services website of NSDL Viz. https://eservices.nsdl.com either on a Personal Computer or on a mobile. On the e-Services home page click on the "**Beneficial Owner"** icon under **"Login"** which is available under **'IDeAS'** section , this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on **"Access to e-Voting"** under e-Voting services and you will be able to see e-Voting page. Click on company name or **e-Voting service provider i.e. NSDL** and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. If you are not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select **"Register Online for IDeAS Portal"** or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp 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. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or **e-Voting service provider i.e. NSDL**and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. Shareholders/Members can also download NSDL Mobile App "**NSDL Speede**" facility by scanning the QR code mentioned below for seamless voting experience.

	
Individual Shareholders holding securities in demat mode with CDSL	Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are https://web.cdslindia.com/myeasi/home/loginor www.cdslindia.com and click on New System Myeasi. After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of **e-Voting service provider i.e. NSDL.** Click on **NSDL** to cast your vote. If the user is not registered for Easi/Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration. Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. **NSDL** where the e-Voting is in progress.
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 or joining virtual meeting & voting during the meeting.

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 evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30
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 helpdesk.evoting@cdslindia.com or contact at 022- 23058738 or 022-23058542-43

B) Login Method for e-Voting and joining virtual meeting 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 123456 then user ID is 123456001***

5. Password details for shareholders other than Individual shareholders are given below:
   a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.

   b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
   c) How to retrieve your 'initial password'?
      (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, please follow steps mentioned below in **process for those shareholders whose email ids are not registered.**

6. If you are unable to retrieve or have not received the " Initial password" or have forgotten your password:
   a) Click on "**Forgot User Details/Password?**"(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
   b) **Physical User Reset Password?**" (If you are holding shares in physical mode) option available on 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 mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
   d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

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

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

General Guidelines for shareholders

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to adesh.tandon11@gmail.com with a copy marked to evoting@nsdl.co.in. 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 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 or call on toll free no.: 1800-222-990 or send a request to NSDL at evoting@nsdl.co.in

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 secretary@kanplas.com or grievances@skylinerta.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 secretary@kanplas.com or grievances@skylinerta.com.