

**Rasandik Engineering Industries India Limited**



E-Filing/Online Filing

July 07, 2026

To  
THE STOCK EXCHANGE MUMBAI (BSE)  
1<sup>st</sup> FLOOR, NEW TRADING RING  
ROTUNDA BUILDING  
P.J. TOWERS, DALAL STREET  
FORT, MUMBAI – 400 001

Stock Code: 522207

Sub: **Submission of Notice of the 42nd Annual General Meeting and Annual Report for the Financial Year 2025–2026**

Dear Sir/Madam,

Please find enclosed herewith the Notice of the 42nd Annual General Meeting and the Annual Report for the Financial Year 2025–2026, pursuant to Regulation 34(1) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended. The following documents are being sent to the Members through electronic mode or any other permitted mode(s), as applicable, in accordance with the applicable circulars issued by the Ministry of Corporate Affairs and the Securities and Exchange Board of India.

1. Notice of the **42nd Annual General Meeting (AGM)** of the Company scheduled to be held on **Friday, July 31, 2026**, through **Video Conferencing (VC) / Other Audio-Visual Means (OAVM)**.
2. Annual Report of the Company for the Financial Year ended **March 31, 2026**.

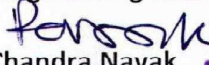
The aforesaid documents are also available on the website of the Company at [www.rasandik.com](http://www.rasandik.com).

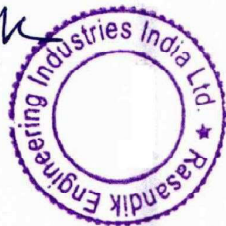
This is for your information and record.

Thanking you.

Yours faithfully,

For Rasandik Engineering Industries India Limited

  
Pradeep Chandra Nayak  
Company Secretary  
Encl.: As above



**RASANDIK ENGINEERING INDUSTRIES INDIA LIMITED**  
(CIN: L74210HR1984PLC032293)

**Reg. Off:** Plot No. 1, Roz-ka Meo Industrial Area, Sohna, Distt. - Nuh, Haryana - 122103  
Web: www.rasandik.com Email: cs@rasandik.com

## NOTICE

NOTICE is hereby given that the **42<sup>nd</sup> Annual General Meeting** ("AGM") of the Members of **Rasandik Engineering Industries India Limited** (CIN: L74210HR1984PLC032293) will be held on **Friday, July 31, 2026 at 11:00 A.M. (IST)** through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM"), to transact the following business.

### ORDINARY BUSINESS:

#### **Item No. 1 – ADOPTION OF FINANCIAL STATEMENTS AND THE REPORTS OF THE DIRECTORS AND AUDITORS**

To receive, consider and adopt: (a) the Audited Financial Statements of the Company for the financial year ended March 31, 2026, together with the Reports of the Board of Directors and the Auditors thereon; and (b) the Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2026, together with the Report of the Auditors thereon.

#### **Item No. 2 – RE-APPOINTMENT OF DIRECTOR LIABLE TO RETIRE BY ROTATION**

To appoint a director in place of Mrs. Deepika Kapoor (DIN: 00054799), who retires by rotation at this Annual General Meeting and, being eligible, offers herself for re-appointment.

**Explanation:** Mrs. Deepika Kapoor, who was appointed as Director and whose office is liable to retire at the ensuing AGM, being eligible, seeks reappointment. Based on performance evaluation and the recommendation of the Nomination and Remuneration committee, the Board recommends her re-appointment.

Therefore, members are requested to consider and if thought fit, pass the following resolution as an **Ordinary Resolution:**

**RESOLVED THAT,** pursuant to the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Mrs. Deepika Kapoor (DIN: 00054799), who retires by rotation, be and is hereby reappointed as a director of the Company.

By Order of the Board  
For Rasandik Engineering Industries India Limited

Place: Sohna, Haryana  
Date : May 20, 2026

**Pradeep Chandra Nayak**  
Company Secretary  
ACS: 15852

**Pursuant to Section 102 of the Companies Act, 2013 ('the Act'), the following Explanatory Statement sets out all material facts relating to the business mentioned under Item Nos. 2 of the accompanying Notice dated May 20, 2026.**

#### **Item No. 2 – RE-APPOINTMENT OF DIRECTOR LIABLE TO RETIRE BY ROTATION**

Mrs. Deepika Kapoor (DIN: 00054799) was appointed as a Director of the Company and is liable to retire by rotation in terms of Section 152 of the Companies Act, 2013. Being eligible, she has offered herself for re-appointment.

The Board of Directors, on the recommendation of the Nomination and Remuneration Committee, and based on her performance evaluation, considers that her continued association would be beneficial to the Company and recommends her re-appointment.

In the opinion of the Board, Mrs. Deepika Kapoor possesses the requisite integrity, experience, expertise and proficiency required to be re-appointed as Director of the Company.

Disclosure as required under Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard-2 (SS-2) is provided in the Annexure to the Notice.



## NOTICE (Contd.)

**ANNEXURE 1****PURSUANT TO REGULATION 36(3) OF THE SECURITIES AND EXCHANGE BOARD OF INDIA (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 AND SECRETARIAL STANDARD-2 ISSUED BY THE INSTITUTE OF COMPANY SECRETARIES OF INDIA, INFORMATION ABOUT THE DIRECTOR PROPOSED TO BE APPOINTED / RE-APPOINTED IS FURNISHED BELOW:**

Name of Director	:	Smt. Deepika Kapoor
DIN	:	00054799
Date of Birth/ Nationality	:	26 <sup>th</sup> November, 1957 Indian
Age	:	68 Yrs
Educational Qualification	:	Graduate
Expertise in specific functional area	:	Founder Promoter & Director of the Company and She has considerable experience in Human Relations, Company Management and General Administration.
Area of Expertise	:	Tool & Dies manufacturing, Sheet Metal Industry
Date of First Appointment on Board	:	10 January, 1984
Interse relationship with other Director / manager and other KMP	:	Smt. Deepika Kapoor is related to Shri. Rajiv Kapoor, Chairman and Managing Director of the Company
No of Shares Held in the Company	:	54,300 Shares
Board Position Held	:	Director
Term and Condition of Appointment along with details of remuneration sought to be paid	:	As per the resolution at item no. 2 of the Notice convening this meeting read with explanatory statement thereto.
Remuneration Last Drawn (if applicable)	:	Refer to Report on Corporate Governance
No of Board Meetings attended during the year -2025-2026	:	4 out of 4 meetings
Directorship held in other Companies	:	None
Chairman / Member of the Committees of Board of Directors of Other Companies	:	None
Chairman / Member of the Committees of Board of Directors of the Company	:	Member in NRC, SRC and CSR Committee of Rasandik Engineering Industries India Limited

## NOTICE (Contd.)

### EXPLANATORY STATEMENT

#### (Pursuant to Section 102 of the Companies Act, 2013)

#### NOTES:

1. The Ministry of Corporate Affairs, Government of India ("MCA"), vide its General Circular No. 20/2020 dated May 5, 2020, read with subsequent circulars issued from time to time, including the latest General Circular No. 03/2025, has permitted companies to conduct Annual General Meetings ("AGM") through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM"), without the physical presence of members at a common venue.

Further, the Securities and Exchange Board of India ("SEBI"), vide its relevant circulars issued from time to time, has provided relaxations in respect of compliance with certain provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

In compliance with the aforesaid MCA Circulars, applicable provisions of the Companies Act, 2013 and the SEBI LODR, the 42<sup>nd</sup> AGM of the Company is being conducted through VC / OAVM. Members can attend and participate in the AGM through VC / OAVM facility, and their participation shall be reckoned for the purpose of quorum under Section 103 of the Act.

The deemed venue for the 42<sup>nd</sup> AGM shall be the Registered Office of the Company.

2. In terms of the applicable circulars issued by the Ministry of Corporate Affairs ("MCA"), physical attendance of Members has been dispensed with and, accordingly, the facility for appointment of proxies by the Members under Section 105 of the Companies Act, 2013 is not available for this 42<sup>nd</sup> Annual General Meeting ("AGM").

However, pursuant to Sections 112 and 113 of the Act, representatives of the Members of bodies corporate, may be appointed for the purpose of participation and voting through remote e-voting and e-voting during the AGM, by submitting a certified copy of the relevant Board Resolution or authority letter, as applicable.

Since the AGM is being held through Video

Conferencing ("VC") / Other Audio-Visual Means ("OAVM"), the requirement of providing a route map to the venue of the meeting is not applicable.

3. In accordance with the applicable circulars issued by the Ministry of Corporate Affairs ("MCA") and the Securities and Exchange Board of India ("SEBI"), the Notice of the 42<sup>nd</sup> Annual General Meeting ("AGM") has been sent only through electronic mode to those Members whose email addresses are registered with the Company / Depository Participants.

The Notice of the AGM is also available on the website of the Company at [www.rasandik.com](http://www.rasandik.com), on the website of the Stock Exchange, i.e., **BSE Limited** at [www.bseindia.com](http://www.bseindia.com), and on the website of MUFG Intime India Private Limited (formerly Link Intime India Private Limited), the agency appointed for providing remote e-voting facility and e-voting system during the AGM, at <https://instameet.in.mpms.mufg.com>

4. The attendance of the Members attending the 42<sup>nd</sup> Annual General Meeting ("AGM") through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM") facility shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
5. In terms of the MCA Circulars, since the AGM is being held through VC / OAVM, the facility for appointment of proxies by the Members is not available. Accordingly, the Proxy Form and Attendance Slip are not annexed to this Notice.
6. Body Corporates, being Members of the Company, are entitled to appoint authorised representatives pursuant to Section 113 of the Companies Act, 2013 to attend the AGM through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM") and participate thereat and cast their votes through remote e-voting or e-voting during the AGM.

Institutional Investors / Corporate Members are encouraged to attend and vote at the AGM through VC / OAVM. Corporate Members intending to authorise their representatives to participate and vote at the AGM are requested to send a certified

**NOTICE (Contd.)**

copy of the Board Resolution / Authorisation Letter to the Scrutinizer by e-mail at [cs@rasandik.com](mailto:cs@rasandik.com), with a copy marked to [instameet@in.mpms.mufig.com](mailto:instameet@in.mpms.mufig.com), or such other e-mail address as may be specified by the Company, in accordance with the instructions provided in this Notice.

For any assistance in this regard, Members may contact the Registrar and Share Transfer Agent at Tel: 022 – 4918 6000 / 4918 6175.

### 7. ELECTRONIC DISPATCH OF ANNUAL REPORT AND PROCESS FOR REGISTRATION OF EMAIL ID FOR OBTAINING COPY OF ANNUAL REPORT:

In compliance with the relevant circulars issued by the Ministry of Corporate Affairs ("MCA"), including General Circular No. 20/2020 dated May 5, 2020, read with subsequent circulars issued from time to time, and the applicable circulars issued by the Securities and Exchange Board of India ("SEBI"), Notice of the AGM along with the Annual Report for the financial year 2025–2026 is being sent only in electronic mode to those Members whose e-mail addresses are registered with the Company / Depository Participants.

The Notice of the AGM and the Annual Report are also available on the Company's website and on the website of the Stock Exchange(s) where the equity shares of the Company are listed, in accordance with the provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Members holding shares in physical form are requested to register / update their e-mail address with the Registrar and Share Transfer Agent, MUFG Intime India Private Limited, or with the Company by sending a request at [sunil.misra@in.mpms.mufig.com](mailto:sunil.misra@in.mpms.mufig.com) or [cs@rasandik.com](mailto:cs@rasandik.com), along with the prescribed details. The prescribed format for registration of e-mail address is annexed to this Notice as **Annexure-2**.

Members holding shares in dematerialised form are requested to register / update their e-mail address with their respective Depository Participant(s).

### Process for Registration / Updation of E-mail Address and Bank Details

Type of Holder	Registering / Updating E-mail Address	Updating Bank Account Details
<b>Physical</b>	Members holding shares in physical form are requested to register / update their e-mail address with the Registrar and Share Transfer Agent ("RTA"), MUFG Intime India Private Limited, at Noble Heights, 1st Floor, Plot NH-2, C-1 Block, LSC, Near Savitri Market, Janakpuri, New Delhi – 110058, by submitting a duly signed request letter mentioning Folio Number, name of Member, along with self-attested copy of PAN and any one identity proof (such as Aadhaar), and a copy of the share certificate (front and back). Alternatively, Members may send the request through e-mail at the designated e-mail ID of the RTA / Company, as provided in this Notice.	Members are requested to update their bank account details with the RTA by submitting a duly signed request letter along with Folio Number, name of Member, self-attested copy of PAN, identity proof, and a cancelled cheque leaf bearing the name of the first holder. In case the name is not printed on the cheque, a copy of bank passbook / statement attested by the bank may be provided.
<b>Demat</b>	Members holding shares in dematerialised form are requested to register / update their e-mail address with their respective Depository Participant(s) ("DP") in accordance with the process advised by the DP.	Members are requested to update their bank account details with their respective DP, as per the procedure prescribed by the DP.

## NOTICE (Contd.)

8. Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013, and the Register of Contracts or Arrangements in which the Directors are interested, maintained under Section 189 of the Act, shall be available for electronic inspection by the Members during the AGM.

All documents referred to in the Notice shall also be available for inspection in electronic mode, without any fee, by the Members on all working days between 10.00 a.m. IST to 5.00 p.m. IST from the date of circulation of this Notice up to the date of AGM i.e. July 31, 2026.

Members seeking to inspect such documents may send a request to the Company at [cs@rasandik.com](mailto:cs@rasandik.com)

9. The voting rights of Members shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date. A Member holding equity shares shall be entitled to one vote per equity share held.

### 10. E-voting Facility

Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, read with relevant circulars issued by SEBI from time to time, the Company has provided the facility of remote e-voting to its Members in respect of the business to be transacted at the AGM. The Company has engaged MUFG Intime India Private Limited ("MUFG Intime") to provide the e-voting facility.

The remote e-voting facility shall also be made available during the AGM, and Members attending the AGM through VC / OAVM who have not cast their vote by remote e-voting shall be able to exercise their voting rights during the AGM. Members who have already cast their votes by remote e-voting prior to the AGM may attend the AGM but shall not be entitled to vote again.

The manner of voting remotely by Members holding shares in dematerialised mode, physical mode and for Members who have not registered their e-mail

addresses is provided in the "Instructions for e-voting" section forming part of this Notice.

The Board of Directors has appointed Mr. Awanish Kumar (Membership No. FCS 510868), Proprietor of M/s. AKDC & Associates, Practising Company Secretary, as the Scrutinizer to scrutinize the remote e-voting and e-voting during the AGM in a fair and transparent manner.

11. Members holding shares either in physical form or in dematerialized form, as on the cut-off date, i.e., Friday, July 24, 2026, may cast their votes electronically on the resolutions set forth in this Notice.

The remote e-voting period shall commence and end as under:

Commencement of e-voting	End of e-voting
Tuesday, July 28, 2026 at 9:00 A.M. (IST)	Thursday, July 30, 2026 at 5:00 P.M. (IST)

The remote e-voting module shall be disabled by MUFG Intime India Private Limited thereafter and Members shall not be allowed to vote electronically beyond the said date and time. A Member who has cast his/her vote through remote e-voting shall not be entitled to cast his/her vote again during the AGM.

The voting rights of Members shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date.

Any person who acquires shares of the Company and becomes a Member of the Company after dispatch of the Notice and holding shares as on the cut-off date may obtain the login credentials in the manner provided in this Notice. A person who is not a Member as on the cut-off date should treat this Notice for information purposes only.

The Company has appointed a Scrutinizer to scrutinize the remote e-voting process and e-voting during the AGM in a fair and transparent manner.

12. The facility for e-voting during the Annual General Meeting ("AGM") shall also be made available. Members attending the AGM through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM") and who have not cast their vote on the resolutions through remote e-voting and are otherwise not barred from doing so,

**NOTICE (Contd.)**

shall be eligible to vote through the e-voting system during the AGM.

13. Any person holding shares in physical form and non-individual Members who acquire shares of the Company and become Members after the dispatch of the Notice and holding shares as on the cut-off date, i.e., Friday, July 24, 2026, may obtain the login credentials (User ID and Password) by sending a request at [sunil.mishra@in.mpms.mufig.com](mailto:sunil.mishra@in.mpms.mufig.com) or such other e-mail address as may be specified by the Company.

However, if a Member is already registered with MUFG Intime India Private Limited for remote e-voting, then such Member can use the existing User ID and Password for casting the vote.

In case of individual Members holding securities in dematerialized form, who acquire shares of the Company and become Members after the dispatch of the Notice and holding shares as on the cut-off date, may follow the process for login as provided in the Notice under the section "Instructions for e-voting".

14. In compliance with the applicable MCA Circulars and the provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Annual Report for the financial year 2025–2026, the Notice of the 42nd AGM and the instructions for e-voting are being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company / Depository Participant(s).

Members may note that the Notice of the AGM and the Annual Report are also available on the Company's website and on the website of the Stock Exchanges where the equity shares of the Company are listed, and on the website of MUFG Intime India Private Limited.

15. Members are requested to support the "Green Initiative" by registering / updating their e-mail addresses to receive all communications from the Company in electronic mode.

Members holding shares in dematerialized form, who have not registered their e-mail addresses, are requested to register / update the same with their respective Depository Participants. Members holding

shares in physical form are requested to register / update their e-mail addresses with the Company's Registrar and Share Transfer Agent, MUFG Intime India Private Limited, at [sunil.mishra@in.mpms.mufig.com](mailto:sunil.mishra@in.mpms.mufig.com) or such other e-mail address as may be specified by the Company.

Members may note that the Notice of the AGM and the Annual Report for the financial year 2025–2026 will be sent only through electronic mode in accordance with the applicable MCA Circulars and the provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

16. Members may attend the AGM through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM") facility by following the procedure mentioned in the Notice. The facility for joining the AGM shall be kept open for at least 15 minutes before the scheduled time of commencement of the Meeting and shall not be closed till the expiry of 15 minutes after such scheduled time.

The facility of participation at the AGM through VC / OAVM shall be made available for at least 1,000 Members on a first-come-first-served basis. However, this restriction shall not apply to large shareholders (shareholders holding 2% or more of the share capital), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders' Relationship Committee, Auditors and other persons permitted to attend the AGM.

17. Additional information, pursuant to Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard–2, in respect of the Director(s) seeking appointment / re-appointment at the AGM, forms part of this Notice.
18. Members holding shares in dematerialized form are requested to intimate all changes pertaining to their bank details, mandates, nominations, power of attorney, change of address, e-mail address, name, etc., to their respective Depository Participants ("DP"). These changes will be automatically reflected in the records of the Company, thereby facilitating efficient servicing of Members.

## NOTICE (Contd.)

Members holding shares in physical form are requested to intimate such changes to the Registrar and Share Transfer Agent ("RTA") of the Company.

In case of joint holders attending the AGM, 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.

19. In terms of Section 72 of the Companies Act, 2013, the facility for nomination is available to Members in respect of the shares held by them. Members who have not yet registered their nomination are requested to register the same by submitting Form No. SH-13 with their Depository Participant ("DP"), in case the shares are held in dematerialized form, or with the Registrar and Share Transfer Agent ("RTA"), in case the shares are held in physical form, in accordance with applicable provisions.

20. The Scrutinizer shall, after the conclusion of e-voting at the AGM, unblock the votes cast through remote e-voting and e-voting during the AGM and submit a consolidated Scrutinizer's Report to the Chairman of the Company or to any other person duly authorised by him, not later than two (2) working days from the conclusion of the AGM.

The results declared along with the Scrutinizer's Report shall be placed on the website of the Company [www.rasandik.com](http://www.rasandik.com) and on the website of MUFUG Intime India Private Limited, and shall also be communicated to the Stock Exchanges where the shares of the Company are listed.

21. Members seeking any information with regard to the financial statements or any matter to be placed at the AGM are requested to write to the Company at [cs@rasandik.com](mailto:cs@rasandik.com) at least seven (7) days before the date of the AGM, so as to enable the Company to keep the information ready.

22. Additional information on the Director(s) seeking appointment / re-appointment, as required pursuant to Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Clause 1.2.5 of Secretarial Standard-2 on General Meetings, is provided in the Annexure forming part of this Notice.

## 23. REMOTE EVOTING INSTRUCTIONS:

In terms of SEBI circular no. SEBI/HO/CFD/PoD2/CIR/P/0155 dated November 11, 2024, 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 correctly in their demat accounts to access remote e-Voting facility.**

**Login method for Individual shareholders holding securities in demat mode:**

**Individual Shareholders holding securities in demat mode with NSDL**

### METHOD 1 - NSDL OTP based login

- a) Visit URL: <https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp>
- b) Enter your 8 - character DP ID, 8 - digit Client Id, PAN, Verification code and generate OTP.
- c) Enter the OTP received on your registered email ID/ mobile number and click on login.
- d) Post successful authentication, you will be re-directed to NSDL depository website wherein you will be able to see e-Voting services under Value added services. Click on "Access to e-Voting" under e-Voting services.
- e) Click on "MUFUG InTime" or "evoting link displayed alongside Company's Name" and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

### METHOD 2 - NSDL IDeAS facility

Shareholders registered for IDeAS facility:

- a) Visit URL: <https://eservices.nsdl.com> and click on "Beneficial Owner" icon under "IDeAS Login Section".
- b) Enter IDeAS User ID, Password, Verification code & click on "Log-in".
- c) Post successful authentication, you will be able to see e-Voting services under Value added services section. Click on "Access to e-Voting" under e-Voting services.

**NOTICE (Contd.)**

- d) Click on “MUFG InTime” or “evoting link displayed alongside Company’s Name” and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

Shareholders not registered for IDeAS facility:

- a) To register, visit URL: <https://eservices.nsd.com> and select “Register Online for IDeAS Portal” or click on <https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp>
- b) Enter 8-character DP ID, 8-digit Client ID, Mobile no, Verification code & click on “Submit”.
- c) Enter the last 4 digits of your bank account / generate ‘OTP’
- d) Post successful registration, user will be provided with Login ID and password.
- e) Follow steps given above in points (a-d).

Shareholders/ Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience.

**METHOD 3 - NSDL e-voting website**

Visit URL: <https://www.evoting.nsd.com>

- a) Click on the “Login” tab available under ‘Shareholder/ Member’ section.
- b) Enter User ID (i.e., your 16-digit demat account no. held with NSDL), Password/OTP and a Verification Code as shown on the screen & click on “Login”.
- c) Post successful authentication, you will be re-directed to NSDL depository website wherein you will be able to see e-Voting services under Value added services. Click on “Access to e-Voting” under e-Voting services.
- d) Click on “MUFG InTime” or “evoting link displayed alongside Company’s Name” and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

**Individual Shareholders holding securities in demat mode with CDSL****METHOD 1 - CDSL e-voting page**

- a) Visit URL: <https://www.cdslindia.com>.
- b) Go to e-voting tab.
- c) Enter 16-digit Demat Account Number (BO ID) and PAN No. and click on “Submit”.
- d) System will authenticate the user by sending OTP on registered Mobile and Email as recorded in Demat Account
- e) Post successful authentication, user will be able to see e-voting option. The evoting option will have links of e-voting service providers i.e., MUFG InTime. Click on “MUFG InTime” or “evoting link displayed alongside Company’s Name” and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

**METHOD 2 - CDSL Easi/ Easiest facility:**

Shareholders registered for Easi/ Easiest facility:

- a) Visit URL: <https://web.cdslindia.com/myeasitoken/Home/Login> or Visit URL: [www.cdslindia.com](http://www.cdslindia.com), click on “Login” and select “My Easi New (Token)”.
- b) Enter existing username, Password & click on “Login”.
- c) Post successful authentication, user will be able to see e-voting option. The evoting option will have links of e-voting service providers i.e., MUFG InTime. Click on “MUFG InTime” or “evoting link displayed alongside Company’s Name” and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

Shareholders not registered for Easi/ Easiest facility:

- a) To register, visit URL: <https://web.cdslindia.com/myeasitoken/Home/EasiRegistration> / <https://web.cdslindia.com/myeasitoken/Home/EasiestRegistration>.
- b) Proceed with updating the required fields for registration.

## NOTICE (Contd.)

- c) Post successful registration, user will be provided username and password on the registered email id. Follow steps given above in points (a-c).

### Individual Shareholders holding securities in demat mode with Depository Participant

Individual shareholders can also login using the login credentials of your demat account through your depository participant registered with NSDL / CDSL for e-voting facility.

- Login to DP website
- After Successful login, user shall navigate through "e-voting" option.
- Click on e-voting option, user will be redirected to NSDL / CDSL Depository website after successful authentication, wherein user can see e-voting feature.
- Post successful authentication, click on "MUFG InTime" or "evoting link displayed alongside Company's Name" and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

### Login method for shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode.

Shareholders holding shares in physical mode / Non-Individual Shareholders holding securities in demat mode as on the cut-off date for e-voting may register and vote on InstaVote as under:

#### STEP 1: LOGIN / SIGNUP on InstaVote

##### Shareholders registered for INSTAVOTE facility:

- Visit URL: <https://instavote.linkintime.co.in> & click on "**Login**" under 'SHARE HOLDER' tab.
- Enter details as under:

- User ID:  
Enter User ID
- Password:  
Enter existing Password
- Enter Image Verification (CAPTCHA) Code
- Click "Submit".

InstaVote USER ID	NSDL	User ID is 8 Character DP ID followed by 8 Digit Client ID (e.g. IN123456) and 8 digit Client ID (e.g. 12345678).
	CDSL	User ID is 16 Digit Beneficiary ID.
	Shares held in physical form	User ID is Event No.+Folio no., registered with the company

(Home page of e-voting will open. Follow the process given under "Steps to cast vote for Resolutions")

##### Shareholders not registered for INSTAVOTE facility:

- Visit URL: <https://instavote.linkintime.co.in> & click on "**Sign Up**" under 'SHARE HOLDER' tab & register with details as under:

- User ID: Enter User ID
- PAN: Enter your 10-digit Permanent Account Number (PAN) (Shareholders who have not updated their PAN with the Depository Participant (DP)/ Company shall use the sequence number provided to you, if applicable).

- DOB / DOI: Enter the Date of Birth (DOB)/

InstaVote USER ID	NSDL	User ID is 8 Character DP ID followed by 8 Digit Client ID (e.g. IN123456) and 8 digit Client ID (e.g. 12345678).
	CDSL	User ID is 16 Digit Beneficiary ID.
	Shares held in physical form	User ID is Event No.+Folio no., registered with the company

Date of Incorporation (DOI) (As recorded with your DP/Company - in DD/MM/YYYY format)

- Bank Account Number: Enter your Bank Account Number (last four digits), as recorded with your DP/Company.
  - Shareholders, holding shares in **NSDL form**, shall provide 'point 4' above.
  - Shareholders, holding shares in **CDSL form**, shall provide 'point 3' or 'point 4' above.
  - Shareholders, holding shares in **physical form** but have not recorded 'point 3' and 'point 4', shall provide their Folio number in 'point 4' above
- Set the password of your choice.

(The password should contain minimum 8 characters, at least one special Character (!#\$%\*), at least one numeral, at least one alphabet and at least one capital letter).

- Enter Image Verification (CAPTCHA) Code.
- Click "Submit" (You have now registered on InstaVote).

Post successful registration, click on "**Login**" under 'SHARE HOLDER' tab & follow steps given above in points (a-b).



## NOTICE (Contd.)

**STEP 2: Steps to cast vote for Resolutions through InstaVote**

- A. Post successful authentication and redirection to InstaVote inbox page, you will be able to see the "Notification for e-voting".
- B. Select 'View' icon. E-voting page will appear.
- C. Refer the Resolution description and cast your vote by selecting your desired option 'Favour / Against' (If you wish to view the entire Resolution details, click on the 'View Resolution' file link).
- D. After selecting the desired option i.e. Favour / Against, click on 'Submit'.
- E. A confirmation box will be displayed. If you wish to confirm your vote, click on 'Yes', else to change your vote, click on 'No' and accordingly modify your vote.

**NOTE:** Shareholders may click on "Vote as per Proxy Advisor's Recommendation" option and view proxy advisor recommendations for each resolution before casting vote. "Vote as per Proxy Advisor's Recommendation" option provides access to expert insights during the e-Voting process. Shareholders may modify their vote before final submission.

Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently.

**Non-Individual Body corporate shareholders** shall send a scanned copy of the board resolution authorising its representative to vote, to the scrutinizer at registered email address with a copy marked to RTA at enotices@in.mpms.mufg.com and the company at registered email address.

**Guidelines for Institutional shareholders ("Custodian / Corporate Body/ Mutual Fund")****STEP 1 – Custodian / Corporate Body/ Mutual Fund Registration**

- A. Visit URL: <https://instavote.linkintime.co.in>
- B. Click on "Sign Up" under "Custodian / Corporate Body/ Mutual Fund"
- C. Fill up your entity details and submit the form.
- D. A declaration form and organization ID is generated and sent to the Primary contact person email ID

(which is filled at the time of sign up). The said form is to be signed by the Authorised Signatory, Director, Company Secretary of the entity & stamped and sent to [insta.vote@linkintime.co.in](mailto:insta.vote@linkintime.co.in).

- E. Thereafter, Login credentials (User ID; Organisation ID; Password) is sent to Primary contact person's email ID. (You have now registered on InstaVote)

**STEP 2 – Investor Mapping**

- A. Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- B. Click on "Investor Mapping" tab under the Menu section
- C. Map the Investor with the following details:
  - 1) 'Investor ID' – Investor ID for NSDL demat account is 8 Character DP ID followed by 8 Digit Client ID i.e., IN0000012345678; Investor ID for CDSL demat account is 16 Digit Beneficiary ID.
  - 2) 'Investor's Name - Enter Investor's Name as updated with DP.
  - 3) 'Investor PAN' - Enter your 10-digit PAN.
  - 4) 'Power of Attorney' - Attach Board resolution or Power of Attorney.

NOTE: File Name for the Board resolution/ Power of Attorney shall be – DP ID and Client ID or 16 Digit Beneficiary ID.

Further, Custodians and Mutual Funds shall also upload specimen signatures.

- D. Click on Submit button. (The investor is now mapped with the Custodian / Corporate Body/ Mutual Fund Entity). The same can be viewed under the "Report section".

**STEP 3 – Steps to cast vote for Resolutions through InstaVote**

The corporate shareholder can vote by two methods, during the remote e-voting period.

**METHOD 1 - VOTES ENTRY**

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.

## NOTICE (Contd.)

- b) Click on "Votes Entry" tab under the Menu section.
- c) Enter the "Event No." for which you want to cast vote.  
Event No. can be viewed on the home page of InstaVote under "On-going Events".
- d) Enter "16-digit Demat Account No."
- e) Refer the Resolution description and cast your vote by selecting your desired option 'Favour / Against' (If you wish to view the entire Resolution details, click on the 'View Resolution' file link). After selecting the desired option i.e. Favour / Against, click on 'Submit'.
- f) A confirmation box will be displayed. If you wish to confirm your vote, click on 'Yes', else to change your vote, click on 'No' and accordingly modify your vote.  
  
(Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

## METHOD 2 - VOTES UPLOAD

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- b) After successful login, you will see "Notification for e-voting".
- c) Select "View" icon for "Company's Name / Event number".
- d) E-voting page will appear.
- e) Download sample vote file from "Download Sample Vote File" tab.
- f) Cast your vote by selecting your desired option 'Favour / Against' in the sample vote file and upload the same under "Upload Vote File" option.
- g) Click on 'Submit'. 'Data uploaded successfully' message will be displayed.  
  
(Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

**NOTE: Non-Individual Body corporate shareholders** shall send a scanned copy of the board resolution authorising its representative to vote, to the scrutinizer at [registered\\_email\\_address](mailto:registered_email_address) with a copy marked to RTA at [enotices@in.mpms.mufig.com](mailto:enotices@in.mpms.mufig.com) and the company at [registered\\_email\\_address](mailto:registered_email_address).

## HELPDESK:

### Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode:

Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode facing any technical issue in login may contact INSTAVOTE helpdesk by sending a request at [enotices@in.mpms.mufig.com](mailto:enotices@in.mpms.mufig.com) or contact on: - Tel: 022 – 4918 6000.

### Individual Shareholders holding securities in demat mode:

Individual Shareholders holding securities in demat mode may contact the respective helpdesk 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 request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at: 022 - 4886 7000
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at toll free no. 1800 22 55 33

## Forgot Password:

Individual Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode:

Individual Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode have forgotten the USER ID [Login ID] or Password or both then the shareholder can use the "Forgot Password" option available on: <https://instavote.linkintime.co.in>

- Click on "**Login**" under 'SHARE HOLDER' tab.
- Further Click on "**forgot password?**"
- Enter User ID, select Mode and Enter Image Verification code (CAPTCHA).



## NOTICE (Contd.)

- Click on "SUBMIT".

InstaVote USER ID	NSDL	User ID is 8 Character DP ID followed by 8 Digit Client ID (e.g. IN123456) and 8 digit Client ID (e.g. 12345678).
	CDSL	User ID is 16 Digit Beneficiary ID.
	Shares held in physical form	User ID is Event No + Folio no. registered with the company

In case Custodian / Corporate Body/ Mutual Fund has forgotten the USER ID [Login ID] or Password or both then the shareholder can use the "Forgot Password" option available on: <https://instavote.linkintime.co.in>

- Click on 'Login' under "Custodian / Corporate Body/ Mutual Fund" tab
- Further Click on "**forgot password?**"
- Enter User ID, Organization ID and Enter Image Verification code (CAPTCHA).
- Click on "SUBMIT".

*In case shareholders have a valid email address, Password will be sent to his / her registered e-mail address. Shareholders can set the password of his/her choice by providing information about the particulars of the Security Question and Answer, PAN, DOB/DOI etc. The password should contain a minimum of 8 characters, at least one special character (!#\$%&\*), at least one numeral, at least one alphabet and at least one capital letter.*

### Individual Shareholders holding securities in demat mode with NSDL/ CDSL has forgotten the password:

Individual Shareholders holding securities in demat mode have forgotten the USER ID [Login ID] or Password or both, then the Shareholders are advised to use Forget User ID and Forget Password option available at above mentioned depository/ depository participants website.

### General Instructions - Shareholders

- ❖ It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- ❖ For shareholders/ members holding shares in physical form, the details can be used only for voting on the resolutions contained in this Notice.
- ❖ During the voting period, shareholders/ members can login any number of time till they have voted on the resolution(s) for a particular "Event".

### INSTAMEET VC INSTRUCTIONS:

In terms of Ministry of Corporate Affairs (MCA) General Circular No. 03/2025 dated 22.09.2025, the companies can continue to conduct AGMs by VC or OAVM, as per the existing procedural requirements. Till further orders, the relaxations will remain in force.

Shareholders are advised to update their mobile number and email Id correctly in their demat accounts to access InstaMeet facility.

### Login method for shareholders to attend the General Meeting through InstaMeet:

- Visit URL: <https://instameet.in.mpms.mufg.com> & click on "**Login**".
  - Select the "Company Name" and register with your following details:
    - Select Check Box - **Demat Account No. / Folio No. / PAN**
      - Shareholders holding shares in NSDL/ CDSL demat account shall select check box - Demat Account No. and enter the 16-digit demat account number.
      - Shareholders holding shares in physical form shall select check box – Folio No. and enter the Folio Number registered with the company.
      - Shareholders shall select check box – PAN and enter 10-digit Permanent Account Number (PAN). Shareholders who have not updated their PAN with the Depository Participant (DP)/ Company shall use the sequence number provided by MUFG Intime, if applicable.
      - Mobile No: Mobile No. as updated with DP is displayed automatically. Shareholders who have not updated their Mobile No with the DP shall enter the mobile no.
      - Email ID: Email Id as updated with DP is displayed automatically. Shareholders who have not updated their Email Id with the DP shall enter the Email Id.
  - Click "Go to Meeting"
- You are now registered for InstaMeet, and your attendance is marked for the meeting.

## NOTICE (Contd.)

### Instructions for shareholders to Speak during the General Meeting through InstaMeet:

- a) Shareholders who would like to speak during the meeting must register their request with the company at company's registered email address.
- b) Shareholders will get confirmation on first cum first basis depending upon the provision made by the company.
- c) Shareholders will receive "speaking serial number" once they mark attendance for the meeting. Please remember speaking serial number and start your conversation with panellist by switching on video mode and audio of your device.
- d) Other shareholder who has not registered as "Speaker Shareholder" may still ask questions to the panellist via active chat-board during the meeting.

***\*Shareholders are requested to speak only when moderator of the meeting/ management will announce the name and serial number for speaking.***

Instructions for Shareholders to Vote during the General Meeting through InstaMeet:

Once the electronic voting is activated during the meeting, shareholders who have not exercised their vote through the remote e-voting can cast the vote as under:

- a) On the Shareholders VC page, click on link "Cast your vote".
- b) Enter your 16-digit Demat Account No. / Folio No. and OTP (received on the registered mobile number/ registered email Id) received during registration for InstaMeet.
- c) Click on 'Submit'.
- d) After successful login, you will see "Resolution Description" and against the same the option "Favour/ Against" for voting.
- e) Cast your vote by selecting appropriate option i.e. "Favour/Against" as desired. Enter the number of shares (which represents no. of votes) as on the cut-off date under 'Favour/Against'.

- f) After selecting the appropriate option i.e. Favour/ Against as desired and you have decided to vote, click on "Save". A confirmation box will be displayed. If you wish to confirm your vote, click on "Confirm", else to change your vote, click on "Back" and accordingly modify your vote. Once you confirm your vote on the resolution, you will not be allowed to modify or change your vote subsequently.

### **Note:**

***Shareholders/ Members, who will be present in the General Meeting through InstaMeet facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting facility during the meeting.***

***Shareholders/ Members who have voted through Remote e-Voting prior to the General Meeting will be eligible to attend/ participate in the General Meeting through InstaMeet. However, they will not be eligible to vote again during the meeting.***

***Shareholders/ Members are encouraged to join the Meeting through Tablets/ Laptops connected through broadband for better experience.***

***Shareholders/ Members are required to use Internet with a good speed (preferably 2 MBPS download stream) to avoid any disturbance during the meeting.***

***Please note that Shareholders/ Members connecting from Mobile Devices or Tablets or through Laptops connecting via Mobile Hotspot may experience Audio/Visual loss due to fluctuation in their network. It is therefore recommended to use stable Wi-Fi or LAN connection to mitigate any kind of aforesaid glitches.***

### **Helpdesk:**

Shareholders facing any technical issue in login may contact INSTAMEET helpdesk by sending a request at [instameet@in.mpms.mufg.com](mailto:instameet@in.mpms.mufg.com) or contact on: -  
Tel: 022 – 4918 6000 / 4918 6175.



## ANNEXURE – 2

### UPDATION OF SHAREHOLDER'S INFORMATION

I/ We request you to record the following information against my/ our Folio No. / DP ID-Client ID:

#### General Information:

Folio No./ DP ID-Client ID	
Name of the first named Shareholder	
PAN	
CIN/ Registration No. (applicable to Corporate Shareholders)	
Tel. No. with STD Code	
Mobile No.	
Email ID	

Self-attested copy of PAN/ Voter ID/ Aadhaar Card is attached.

Date:

Signature of Sole/First holder