



# UMANG DAIRIES LIMITED

CIN: L15111UP1992PLC014942, Website: [www.umangdairies.com](http://www.umangdairies.com)

Regd. Office: Gajraula- Hasanpur Road, Gajraula – 244 235, Distt. Amroha, Uttar Pradesh

Admin. Office: Gulab Bhawan (Rear Block), 3<sup>rd</sup> Floor, 6A, Bahadur Shah Zafar Marg, New Delhi -110 002

Phone: 011-68201776, Email ID: [sharesumang@jkmil.com](mailto:sharesumang@jkmil.com)

## NOTICE

**NOTICE** is hereby given that the 28<sup>th</sup> Annual General Meeting of the Members of Umang Dairies Limited (**‘the Company’**) will be held on Thursday, the 16<sup>th</sup> September 2021 at 12.30 P.M. through Video Conferencing (VC)/Other Audio Visual Means (OAVM), to transact the following business:

1. To receive, consider and adopt the audited financial statements of the Company for the financial year ended 31<sup>st</sup> March 2021 and the Reports of the Auditors and Board of Directors thereon.
2. To declare dividend.
3. To consider and if thought fit to pass, the following as a Special Resolution:

“RESOLVED that pursuant to the provisions of Section 152 of the Companies Act, 2013 and Regulation 17(1A) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time, approval of the Members of the Company be and is hereby accorded for re-appointment of Smt. Sharda Devi Singhania (DIN:01685496) aged 77 years, as a Director of the Company liable to retire by rotation and continuation of her appointment as a Non-Executive Director of the Company.”

### As Special Business

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

“RESOLVED that pursuant to the provisions of Regulation 17(6)(ca) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable provisions, if any, in this regard (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), approval of the Members of the Company be and is hereby granted, for payment of annual remuneration to Smt. Sharda Devi Singhania, Non-Executive Director of the Company, for the financial year ended 31<sup>st</sup> March 2021, which exceeds fifty percent of the total remuneration payable to all non-executive directors of the Company.”

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

“RESOLVED that pursuant to the provisions of Sections 149, 150, 152 of the Companies Act, 2013 (‘the Act’) read with relevant Rules made thereunder and Schedule IV to the Act and Regulation 16 and other applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), Shri Rajiv Sheopuri (DIN:03450185), whose appointment on the Board as an Additional Director determines on the date of this Annual General Meeting, be and is hereby appointed as an Independent Director of the Company for a term of three consecutive years, with effect from 19<sup>th</sup> August 2021.”

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

“RESOLVED that pursuant to the provisions of Sections 149, 150, 152 of the Companies Act, 2013 (‘the Act’) read with relevant Rules made thereunder and Schedule IV to the Act and Regulations 16, 17(1A) and other applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), approval of the Members of the Company be and is hereby accorded for re-designation and appointment of Shri Desh Bandhu Doda (DIN:00165518), as an Independent Director of the Company for a term of three consecutive years, with effect from 19<sup>th</sup> August 2021.”

7. To consider and if thought fit to pass, the following as an Ordinary Resolution:
- “RESOLVED that pursuant to the provisions of Section 152 and other applicable provisions of the Companies Act, 2013 read with relevant Rules made thereunder, approval of the Members of the Company be and is hereby accorded for re-designation and appointment of Shri A.S. Mehta (DIN:00030694) as Director of the Company, liable to retire by rotation w.e.f. 1st October 2021.”
8. To consider and if thought fit to pass, the following as an Ordinary Resolution:
- “RESOLVED that pursuant to the provisions of Section 152 and other applicable provisions of the Companies Act, 2013 read with relevant Rules made thereunder, approval of the Members of the Company be and is hereby accorded for appointment of Shri V. Kumaraswamy (DIN:02443804) as Director of the Company, liable to retire by rotation.”
9. To consider and if thought fit to pass, the following as an Ordinary Resolution:
- “RESOLVED that pursuant to the provisions of Section 148 of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014, remuneration of M/s. Sanjay Kumar Garg & Associates, the Cost Auditors, appointed by the Board of Directors of the Company, to conduct audit of the cost records of the Company for the financial year 2021-22 commencing 1st April 2021, of ₹42,000/- (Rupees Forty two thousand), excluding G.S.T. as applicable and reimbursement of travelling and other out-of-pocket expenses actually incurred by the said Auditors in connection with the cost audit, be and is hereby ratified.
- RESOLVED further that the Board of Directors of the Company be and is hereby authorised to do all acts, deeds, matters and things as may be deemed necessary or expedient in connection therewith and incidental thereto.”

**Regd. Office:**

Gajraula Hasanpur Road Gajraula - 244235  
Distt. Amroha (Uttar Pradesh)

By Order of the Board

Date: 19th August 2021

**Pankaj Kamra**  
Company Secretary

**NOTES:**

1. Considering the prevailing COVID-19 pandemic, the Ministry of Corporate Affairs ('MCA'), vide its General Circular Nos. 02/2021, 20/2020, 17/2020 and 14/2020 dated 13<sup>th</sup> January 2021, 5<sup>th</sup> May 2020, 13<sup>th</sup> April 2020, and 8<sup>th</sup> April 2020, respectively, and the Securities and Exchange Board of India ('SEBI') vide its Circular Nos. SEBI/HO/CFD/CMD2/CIR/P/2021/11 and SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 15<sup>th</sup> January 2021 and 12<sup>th</sup> May 2020, respectively, ('MCA/SEBI circulars'), have permitted the companies to conduct their Annual General Meeting ('AGM') through Video Conferencing (VC) or Other Audio Visual Means (OAVM) without the physical presence of the members at common venue in the year 2021 (i.e. till 31<sup>st</sup> December 2021). In accordance with MCA/SEBI circulars and applicable provisions of the Companies Act, 2013 ('the Act') and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations'), the 28<sup>th</sup> AGM of the Company is being conducted through VC/OAVM. Central Depository Services (India) Limited ('CDSL') will be providing facility for voting through remote e-voting, for participation in the AGM through VC/OAVM and e-voting during the AGM. The procedure for voting through remote e-voting, e-voting during AGM and participating in AGM through VC/OAVM is explained at Notes given below. The deemed venue for the 28<sup>th</sup> AGM shall be the Registered Office of the Company.
2. Statement under Section 102 of the Act, setting out the material facts concerning Item Nos. 3 to 9 of the Notice, is annexed hereto.

3. Pursuant to MCA/SEBI circulars, the facility to appoint proxy to attend and cast vote for the Members will not be available for this AGM. Hence, the Proxy Form, Attendance Slip and Route Map are not annexed to this Notice.
4. Corporate Members intending to nominate their authorised representatives to attend the AGM are requested to send a duly certified scanned copy (PDF/JPEG format) of the Board Resolution authorising such representatives to attend and vote at the AGM, at **sharesumang@jkm.com**.
5. The Register of Directors and Key Managerial Personnel and their Shareholding maintained under Section 170 of the Act and the Register of Contracts or Arrangements in which Directors are interested under Section 189 of the Act shall be electronically available for inspection by the Members during the AGM.
6. Relevant documents referred to in this Notice and Statement under Section 102 of the Act, shall be available for inspection by the Members from the date of circulation of this Notice upto the date of the AGM through electronic mode. Members seeking inspection can send an email in advance to **sharesumang@jkm.com**.
7. The Register of Members and the Share Transfer Books of the Company will be closed from Wednesday, 1<sup>st</sup> September 2021 to Thursday, 16<sup>th</sup> September 2021 (both days inclusive).
8. The Dividend for the financial year ended 31<sup>st</sup> March 2021 of ₹ 0.50 per share (10%) on 2,20,03,200 fully paid Equity Shares of ₹ 5/- each, as recommended by the Board of Directors, if declared at the AGM, will be credited/despached within three weeks of the conclusion of AGM after deduction of tax as per the provisions of Income-tax Act, 1961, to those Members whose names are borne on the Register of Members of the Company on 16<sup>th</sup> September 2021 or to their mandatees. In respect of shares held by the Members in dematerialised form, dividend will be credited/despached on the basis of details of beneficial ownership to be received from the depositories for this purpose.

As per the Income-tax Act, 1961 as amended by the Finance Act, 2020, any dividend paid or distributed by a Company on or after 1<sup>st</sup> April 2020 shall be taxable in the hands of the Shareholders. Therefore, the Company will be required to deduct tax at source ('TDS') at the rates applicable to each category of Shareholder at the time of making the payment of dividend, if any. The TDS rate may vary depending on the residential status of the Shareholders and the documents submitted by them and accepted by the Company in accordance with the provisions of the Income-tax Act, 1961.

In order to facilitate Members to comply with TDS requirements, the Company had sent email on 5<sup>th</sup> July 2021 to Members requesting them to complete and/or update their Residential Status, Permanent Account Number, Category as per the Income-tax Act, 1961, with their Depository Participants ('DPs') or in case shares are held in physical form, with the Company/MAS Services Ltd., Registrar and Share Transfer Agent, by sending documents to the Company addressed to Company Secretary, Umang Dairies Limited, Gulab Bhawan (Rear Block), 3<sup>rd</sup> Floor, 6A, Bahadur Shah Zafar Marg, New Delhi- 110 002 or at **sharesumang@jkm.com** upto Tuesday, 31<sup>st</sup> August 2021 so as to determine the applicable TDS/withholding tax rate.

#### **9. Despatch of Annual Report and Notice of AGM through electronic mode:**

In accordance with MCA/SEBI circulars, owing to the difficulties involved in despatching of physical copies of the Annual Report comprising Financial Statements, Board's Report, Auditor's Report and other documents required to be attached therewith, the Annual Report for FY 2020-21 and the Notice of this AGM are being sent only through electronic mode to those Members whose email addresses are registered with the Company or the Depository Participant(s).

10. Members holding shares in physical mode and who have not updated their email addresses with the Company are requested to update their email addresses by writing to the Company at **sharesumang@jkm.com** along with the copy of the signed request letter mentioning their name, folio no. and address, self-attested copy of the PAN Card, and self-attested copy of any document (eg.: Aadhar Card, Driving License, Election Identity Card, Passport) in support of the address of the Member. Members holding shares in dematerialised mode are requested to register/update their email addresses with the relevant Depository Participants. In case of any queries/difficulties in registering the email address, Members may write to **sharesumang@jkm.com**.
11. The Notice of AGM and Annual Report for the financial year 2020-21, are available on the website of the Company at **www.umangdairies.com** and also on the websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at **www.bseindia.com** and **www.nseindia.com**, respectively. Notice of AGM is also available on the website of CDSL at **www.evotingindia.com**.
12. Members can join the AGM through VC/OAVM mode thirty (30) minutes before and after the scheduled time of the commencement of the meeting by following the procedure mentioned in this Notice. The facility of participation at the AGM through VC/OAVM will be made available to at least 1000 members on first come first served basis. This will not include large Shareholders (i.e. Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the AGM without restriction on account of first come first served principle.
13. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Act.

**14. Appointment/Re-appointment of Directors:**

Pursuant to the provisions of the Listing Regulations and Secretarial Standard on General Meetings (SS-2), brief resumes of Directors, Smt. Sharda Devi Singhania, Non-Executive Non-Independent Director, Shri Rajiv Sheopuri, Independent Director, Shri D. B. Doda, Independent Director, Shri A.S. Mehta, Non-Executive Non-Independent Director and Shri V. Kumaraswamy, Non-Executive Non-Independent Director, proposed to be appointed/re-appointed are given in the Statement under Section 102 of the Act, at relevant Item Nos. 3, 5, 6, 7 and 8 respectively of the Notice, annexed hereto.

**15. Remote e-Voting procedure**

- (i) In compliance with the provisions of Section 108 of the Act read with relevant Rules made thereunder and Regulation 44 of the Listing Regulations, the Company is pleased to provide its Members, facility to exercise their right to vote at the 28<sup>th</sup> AGM and the business may be transacted through remote e-voting services provided by CDSL. Remote e-voting is optional. The facility of e-voting shall also be made available at the AGM. Members attending the AGM and who have not already cast their vote by remote e-voting shall be able to exercise their right to cast vote at the AGM. The facility of remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.
- (ii) The remote e-voting period shall begin on Monday, 13<sup>th</sup> September 2021 from 10:00 A.M. and end on Wednesday, 15<sup>th</sup> September 2021 at 5:00 P.M. During this period, Members of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. Thursday, 9<sup>th</sup> September 2021, may cast their vote electronically. The remote e-voting module shall be disabled by CDSL for voting thereafter.
- (iii) Members who have already voted prior to the AGM date may attend the AGM but shall not be entitled to vote at the AGM.

**16. Instructions for Members for remote e-voting and joining meeting through VC/OAVM are as under:**

Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9<sup>th</sup> December 2020, under Regulation 44 of the Listing Regulations, listed entities are required to provide remote e-voting facility to its Shareholders, in respect of all Shareholders' resolutions. However, it has been observed that the participation by the Public Non-Institutional Shareholders/Retail Shareholders is at a negligible level.

Currently, there are multiple e-voting service providers ('ESPs') providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the Shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to all the demat account holders, by way of a single login credential, through their demat accounts/websites of Depositories/Depository Participants. Demat account holders will be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

In terms of SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9<sup>th</sup> December 2020 on e-voting facility provided by Listed Companies, Individual Members holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Members are advised to update their mobile number and email Id in their demat accounts in order to access e-voting facility.

**(i) Pursuant to aforesaid SEBI Circular, Login method for e-voting and joining virtual AGM for Individual Members holding shares in demat mode is given below:**

<b>Type of Members</b>	<b>Login Method</b>
<b>Individual Members holding shares in demat mode with CDSL</b>	<ol style="list-style-type: none"><li>1) Users who have opted for CDSL's Easi/Easiest facility, can login through their existing User ID and Password. Option will be made available to reach e-voting page without any further authentication. The URLs for users to login to Easi/Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on Login icon and select New System Myeasi.</li><li>2) After successful login, the Easi/Easiest user will be able to see the e-voting Menu. On clicking the e-voting menu, the user will be able to see his/her holdings along with links of the respective e-voting service provider i.e. CDSL/NSDL/KARVY/LINK INTIME as per information provided by Issuer/Company. Additionally, we are providing links to e-voting Service Providers, so that the user can visit the e-voting service providers' site directly.</li><li>3) If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></li><li>4) Alternatively, the user can directly access e-voting page by providing Demat Account Number and PAN from a link in <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the Demat Account. After successful authentication, user will be provided links for the respective ESP where the e-voting is in progress during or before the AGM.</li></ol>

Type of Members	Login Method
<b>Individual Members holding shares in demat mode with NSDL</b>	<p>1) If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsd.com">https://eservices.nsd.com</a> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the “Beneficial Owner” icon under “Login” which is available under ‘IDeAS’ section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-voting 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 name and you will be re-directed to e-voting service provider website for casting your vote during the remote e-voting period or joining virtual meeting &amp; voting during the meeting.</p>
	<p>2) If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsd.com">https://eservices.nsd.com</a>. Select “Register Online for IDeAS” Portal or click at <a href="https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp</a></p> <p>3) Visit the e-voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsd.com/">https://www.evoting.nsd.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a verification code as shown on the screen. After successful authentication, you will be re-directed to NSDL Depository site wherein you can see e-voting page. Click on Company name or e-voting service provider name and you will be re-directed to e-voting service provider website for casting your vote during the remote e-voting period or joining virtual meeting &amp; voting during the meeting.</p>
<b>Individual Members (holding shares in demat mode) login through their Depository Participants</b>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-voting facility. After successful login, you will be able to see e-voting option. Once you click on e-voting option, you will be re-directed to NSDL/CDSL Depository site after successful authentication, wherein you can see e-voting feature. Click on Company name or e-voting service provider name and you will be re-directed to e-voting service provider’s website for casting your vote during the remote e-voting period or joining virtual meeting &amp; voting during the meeting.</p>

**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 Members holding shares in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL:**

<b>Login type</b>	<b>Helpdesk details</b>
Individual Members holding shares in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022- 23058738 and 22-23058542-43.
Individual Members holding shares in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30

**(ii) Login method for remote e-voting and joining virtual meeting for Non-Individual Members holding shares in Demat form and Members holding shares in physical form:**

- (a) The Members should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- (b) Click on “Shareholders/Members” module.
- (c) Now Enter your User ID
  - i. For CDSL: 16 digits beneficiary ID.
  - ii. For NSDL: 8 Character DP ID followed by 8 Digits Client ID.
  - iii. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (d) Next enter the Image Verification as displayed and Click on Login.
- (e) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier e-voting of any Company, then your existing password has to be used.
- (f) If you are a first time user, follow the steps given below:

<b>For Non-Individual Members holding shares in Demat Form and Members holding shares in Physical Form</b>	
PAN	<ul style="list-style-type: none"> <li>• Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders).</li> <li>• Members who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by the Company/MAS Services Ltd., Registrar and Share Transfer Agent (RTA) or contact Company/RTA.</li> </ul>
Dividend Bank Details <b>OR</b> Date of Birth (DOB)	<ul style="list-style-type: none"> <li>• Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the Company records in order to login.</li> <li>• If both the details are not recorded with the depository or Company please enter the Member ID/folio number in the Dividend Bank details field as mentioned in instruction (ii)(c).</li> </ul>



- (g) After entering these details appropriately, click on “SUBMIT” tab.
- (h) Members holding shares in physical form will then directly reach the Company selection screen. However, Members holding shares in demat form will now reach ‘Password Creation’ menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other Company on which they are eligible to vote, provided that Company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (i) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (j) Click on the EVSN of Umang Dairies Limited.
- (k) On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (l) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (m) After selecting the resolution you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.
- (n) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (o) You can also take print out of the voting done by you by clicking on “Click here to print” option on the voting page.
- (p) If a Demat account holder has forgotten the changed login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (q) Additional Facility for Non-Individual Members and Custodians for remote e-voting only**
- Non-Individual Members (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves in the “Corporates” module.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
  - The list of accounts linked in the login should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
  - Alternatively, Non-Individual Members are required to send the relevant Board Resolution/Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address [sharesumang@jkm.com](mailto:sharesumang@jkm.com), if they have voted from individual tab and not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

**(iii) Information and Instructions for Members attending the AGM through VC/OAVM and e-voting during AGM are as under:**

- a. The procedure for attending meeting & e-voting on the day of the AGM is same as the instructions mentioned above for remote e-voting.
- b. The link for VC/OAVM to attend meeting will be available where the EVSN of Company will be displayed after successful login as per the instructions mentioned above for remote e-voting.



- c. Members who have voted through remote e-voting will be eligible to attend the meeting. However, they will not be eligible to vote at the AGM.
- d. Members are encouraged to join the Meeting through Laptops/iPads for better experience.
- e. Further, Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- f. Please note that Participants connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to fluctuation in their respective network. It is therefore recommended to use stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
- g. Members who wish to express their views/ask questions during the AGM may register themselves as a speaker by sending their request on or before 6<sup>th</sup> September 2021, mentioning their name, demat account number/folio number, email ID, mobile number at **sharesumang@jksmail.com**. Members who do not wish to speak during the AGM but have queries may send their queries on or before 6<sup>th</sup> September 2021, mentioning their name, demat account number/folio number, email ID and mobile number at **sharesumang@jksmail.com**. These queries will be suitably replied by the Company.
- h. Those Members who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting. The Company reserves the right to restrict the number of questions and number of speakers, depending upon availability of time as may be appropriate for smooth conduct of the AGM.
- i. Only those Members, who are present in the AGM through VC/OAVM facility and have not cast 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 system available during the AGM.
- j. If any votes are cast by the Members through e-voting available during the AGM and if the same Members have not participated in the meeting through VC/OAVM facility, then the votes cast by such Members shall be considered invalid as the facility of e-voting during the meeting is available only to the Members attending the meeting.
- k. In case of joint holders attending the AGM, only such joint holder who is higher in the order of names will be entitled to vote at the AGM.

**17. Procedure for Members whose email addresses are not registered with the Company or Depositories, as the case may be, for obtaining login credentials for e-voting for the resolutions proposed in this Notice:**

- (a) For Members holding shares in physical form- Please provide necessary details like folio no., name of shareholder, scanned copy of the share certificate (front and back), self-attested scanned copy of PAN Card and of any document (eg.: Aadhar Card, Driving License, Election Identity Card, Passport) in support of the address of the Member by email to Company at **sharesumang@jksmail.com/RTA** at **info@masserv.com**.
- (b) For Members holding shares in demat form - Please provide demat account details (CDSL-16 digit beneficiary ID or NSDL-16 digit DPID + CLID), 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 Company/RTA email ids as mentioned above.

**18. Other Common Instructions:**

- (i) Any person, who acquires shares of the Company and becomes Member of the Company after despatch of the Notice and holding shares as on the cut-off date i.e. Thursday, 9<sup>th</sup> September 2021 may follow the same instructions as mentioned above for remote e-voting and e-voting at the AGM.

- (ii) In case you have any queries or issues regarding attending AGM, remote e-voting and e-voting at the AGM, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or contact Shri Nitin Kunder (022-23058738), Shri Mehboob Lakhani (022-23058543) or Shri Rakesh Dalvi (022-23058542).

All grievances connected with the facility for voting by electronic means may be addressed to Shri Rakesh Dalvi, Manager, Central Depository Services (India) Limited, A Wing, 25<sup>th</sup> Floor, Marathon Futorex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai – 400013 or send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call on 022-23058542/43.

- (iii) The voting rights of the 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. Thursday, 9<sup>th</sup> September 2021 and a person who is not a Member as on a cut-off date should treat the Notice for information purpose only.
- (iv) The Company has appointed Shri Namo Narain Agarwal, Company Secretary in Practice (Membership No. FCS-234), as Scrutinizer and failing him, Shri Naveen Kumar Rastogi, Company Secretary in Practice (Membership No. FCS-3685), as Alternate Scrutinizer, to scrutinize the process of remote e-voting and voting on the date of AGM in a fair and transparent manner.
- (v) The Scrutinizer shall, immediately after the conclusion of voting at the AGM, first count the votes cast at the Meeting and thereafter unblock the votes cast through remote e-voting and submit, within two working days of conclusion of AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman of the meeting or a person authorized by him in writing who shall countersign the same. The Chairman of the meeting or a person authorized by him in writing shall declare the results of the voting forthwith.
- (vi) 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 i.e. Thursday, 9<sup>th</sup> September 2021 and who has not cast vote by remote-voting and being present at the AGM only shall be entitled to vote at the AGM.
- (vii) The results declared alongwith the consolidated Scrutinizer's report shall be placed on the website of the Company [www.umangdairies.com](http://www.umangdairies.com) and on the website of CDSL [www.evotingindia.com](http://www.evotingindia.com) and shall simultaneously be forwarded to the concerned Stock Exchanges. The results of the voting alongwith the consolidated Scrutinizer's report will also be displayed at the Notice Board at the Registered Office and the Administrative Office of the Company.

## **STATEMENT UNDER SECTION 102 OF THE COMPANIES ACT, 2013**

### **Item No. 3**

Smt. Sharda Devi Singhania, aged 77 years, and has been a Director of the Company since 27<sup>th</sup> March 2015, shall retire by rotation at this Annual General Meeting of the Company and being eligible offer herself for re-appointment as a Director of the Company liable to retire by rotation.

Further, in terms of Regulation 17(1A) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, consent of the Members by way of Special Resolution is also required for appointment of a Non-Executive Director who has attained the age of seventy five years by giving justification thereof.

Smt. Sharda Devi Singhania is currently working in managerial capacity with Param Shubham Vanijya Ltd. for more than 25 years. She is actively involved in the field of Education and was instrumental in establishing the well-known Lakshmipat Singhania Academy (LSA) in Kolkata, West Bengal. She continues to be the driving force of this institution and function as the President of its Executive Committee. She also established Lakshmipat Singhania Academy in Bissau, Rajasthan and overseas the operations of the Academy as the Vice Chairperson of its Managing Committee.

Smt. Sharda Devi Singhania has been the Past President of 'Ladies Study Group', which is the prestigious ladies wing of the well-known Indian Chamber of Commerce, Kolkata. She is actively involved in various social, philanthropic and CSR activities undertaken by the various Companies of the J.K. Organisation and has widely travelled overseas.

Considering her experience and contribution to the Company, it will be in the interest of the Company to continue her directorship.

The Board recommends the aforesaid Special Resolution for approval of the Members.

Except Smt. Sharda Devi Singhania and her relatives to the extent of their shareholding, if any, in the Company, none of the other Directors or Key Managerial Personnel of the Company and/or their relatives is concerned or interested, financially or otherwise, in the aforesaid Special Resolution.

#### **Item No.4**

Smt. Sharda Devi Singhania has been a Non-Executive Director of the Company since 27<sup>th</sup> March 2015.

Pursuant to Regulation 17(6)(ca) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, a listed entity is required to obtain the approval of the Members of the Company by way of Special Resolution for payment of annual remuneration to a single non-executive director exceeding 50% of the total remuneration payable to all non-executive directors of the Company.

Smt. Sharda Devi Singhania is to be paid a commission of ₹5 lac for the financial year ended 31st March 2021, within the limits prescribed under the Companies Act, 2013, as already approved by the Members at the Annual General Meeting of the Company held on 19th September 2019.

Since, the annual remuneration payable to Smt. Sharda Devi Singhania, Non-Executive Director of the Company exceeds fifty per cent of the total annual remuneration payable to all non-executive directors of the Company for the financial year ended 31st March 2021, approval of the Members of the Company is required by way of Special Resolution.

Smt. Sharda Devi Singhania is currently working in managerial capacity with Param Shubham Vanijya Ltd. for more than 25 years. She is actively involved in the field of Education and was instrumental in establishing the well-known Lakshmipat Singhania Academy (LSA) in Kolkata, West Bengal. She continues to be the driving force of this institution and function as the President of its Executive Committee. She also established Lakshmipat Singhania Academy in Bissau, Rajasthan and overseas the operations of the Academy as the Vice Chairperson of its Managing Committee.

Smt. Sharda Devi Singhania has been the Past President of 'Ladies Study Group', which is the prestigious ladies wing of the well-known Indian Chamber of Commerce, Kolkata. She is actively involved in various social, philanthropic and CSR activities undertaken by the various Companies of the J.K. Organisation and has widely travelled overseas.

Considering her experience and contribution to the Company, the Board is of the view that the proposed remuneration payable to Smt. Sharda Devi Singhania is justifiable.

The Board recommends the aforesaid Special Resolution for approval of the Members.

Except Smt. Sharda Devi Singhania and her relatives to the extent of their shareholding, if any, in the Company, none of the other Directors or Key Managerial Personnel of the Company and/or their relatives is concerned or interested, financially or otherwise, in the aforesaid Special Resolution.

#### **Item No. 5**

Shri Rajiv Sheopuri (DIN:03450185), aged 69 years, is Master's in Economics from The Delhi School of Economics. He has a vast experience of 45 years in Strategy & Marketing.

Shri Rajiv Sheopuri is currently Strategy & Marketing Consultant. He has industry experience of over 33 years in Pulp & Paper Industry and FMCG sector and has held senior positions in Strategy, Marketing & Product Development in leading Companies.

He is not a Director of any other Company and accordingly, he does not hold Chairmanship/Membership of the Committees of Directors in other Companies in terms of Regulation 26 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations').

Since, Shri Sheopuri was not a Director of the Company during the financial year 2020-21, no Board Meeting of the Company was attended by him during the said financial year. He does not hold, either by himself or on beneficial basis for any other person, any Equity Shares of the Company. He is not related to any other Director and Key Managerial Personnel of the Company.

The Board of Directors of the Company, based on recommendation of Nomination and Remuneration Committee at its meeting held on 19th August 2021, had appointed Shri Sheopuri as an Additional Director of the Company in the category of Independent Director w.e.f. 19th August 2021, who shall hold office upto this Annual General Meeting (AGM) of the Company, pursuant to Section 161(1) of the Companies Act, 2013 ('the Act').

As an Independent Director of the Company, he is entitled to fee for participating in the meetings of the Board or Committees thereof, reimbursement of expenses for participating in the said meetings and profit related commission, within the limits stipulated under the Act.

The Company has received declaration from Shri Sheopuri that he meets with the criteria of independence and that he is not aware of any circumstance or situation, which exists or may be reasonably anticipated, that could impair or impact his ability to discharge his duties with an objective independent judgment and without any external influence, as prescribed under the Act and the Listing Regulations and has complied with Rule 6(1) and 6(2) of the Companies (Appointment and Qualification of Directors) Rules, 2014.

He is not presently disqualified from being appointed as a Director in terms of Section 164 of the Act or debarred from holding the office of Director pursuant to any order of SEBI or any other such authority.

In the opinion of the Board, he fulfills the conditions specified in the Act and Rules made thereunder and the Listing Regulations for his appointment as Independent Director of the Company and he is independent of the Management of the Company.

The Company has received requisite notice under Section 160 of the Act from a Member proposing the name of Shri Sheopuri as a candidate for the office of Director of the Company at this AGM of the Company.

The Board of Directors of the Company recommended to the Members, the appointment of Shri Sheopuri as an Independent Director of the Company, for a term of three consecutive years w.e.f. 19th August 2021.

Copy of the draft letter of appointment of Shri Sheopuri as an Independent Director setting out the terms and conditions and other relevant documents would be available for inspection by the Members at the Registered Office/ Administrative Office of the Company on any working day during business hours upto and including the date of this AGM.

The Board recommends the aforesaid Special Resolution for approval of the Members.

Except Shri Rajiv Sheopuri and his relatives to the extent of their shareholding, if any, in the Company, none of the other Directors or Key Managerial Personnel of the Company and/or their relatives is concerned or interested, financially or otherwise, in the aforesaid Special Resolution.

#### **Item No. 6**

Shri Desh Bandhu Doda (DIN:00165518), aged 76 years, is a graduate in Science (Dairy Technology) and has varied experience of 50 years in Dairy sector as Senior Management Executive in Dairy Companies. Shri Doda is presently Non-Executive Non-Independent Director of the Company. He fulfills the criteria of Independent Director prescribed under the Companies Act, 2013 ('the Act') and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations').

He is not a Director of any other Company and accordingly, he does not hold Chairmanship/Membership of the Committees of Directors in other Companies in terms of Regulation 26 of the Listing Regulations.

Shri Doda attended all five Board Meetings of the Company held during the financial year ended 31st March 2021. He holds 50 Equity Shares of the Company and does not hold any further Equity Shares of the Company on beneficial basis for any other person. He is not related to any other Director and Key Managerial Personnel of the Company.

As an Independent Director of the Company, he is entitled to fee for participating in the meetings of the Board or Committees thereof, reimbursement of expenses for participating in the said meetings and profit related commission, within the limits stipulated under the Act.

The Board of Directors of the Company, based on the recommendation of Nomination and Remuneration Committee at its meeting held on 19th August 2021, approved the re-designation and appointment of Shri Doda as an Independent Director for a term of three consecutive years w.e.f. 19th August 2021, subject to approval of Members of the Company.

The Company has received declaration from Shri Doda that he meets with the criteria of independence and that he is not aware of any circumstance or situation, which exists or may be reasonably anticipated, that could impair or impact his ability to discharge his duties with an objective independent judgment and without any external influence, as prescribed under the Act and the Listing Regulations and has complied with Rule 6(1) and 6(2) of the Companies (Appointment and Qualification of Directors) Rules, 2014.

He is not presently disqualified from being appointed as a Director in terms of Section 164 of the Act or debarred from holding the office of Director pursuant to any order of SEBI or any other such authority.

In the opinion of the Board, he fulfills the conditions specified in the Act and Rules made thereunder and the Listing Regulations for his appointment as Independent Director of the Company and he is independent of the Management of the Company.

The Company has received requisite notice under Section 160 of the Act from a Member proposing the name of Shri Doda as a candidate for the office of Director of the Company at this AGM of the Company.

Copy of the draft letter of appointment of Shri Doda as an Independent Director setting out the terms and conditions and other relevant documents would be available for inspection by the Members at the Registered Office/Administrative Office of the Company on any working day during business hours upto and including the date of this AGM.

Further, in terms of Regulation 17(1A) of the Listing Regulations, consent of the Members by way of Special Resolution is also required for appointment of a Non-Executive Director who has attained the age of seventy five years by giving justification thereof.

Keeping in view the vast industry experience and his technical experience it will be in the interest of the Company, to have association of Shri Doda as an Independent Director on the Board of the Company.

Accordingly, Board recommends the aforesaid Special Resolution for approval of the Members.

Except Shri Desh Bandhu Doda and his relatives to the extent of their shareholding, if any, in the Company, none of the other Directors or Key Managerial Personnel of the Company and/or their relatives is concerned or interested, financially or otherwise, in the aforesaid Special Resolution.

#### **Item No. 7**

Shri A.S. Mehta (DIN:00030694), aged 61 years is a Fellow Member of Institute of Chartered Accountants of India. He has a vast experience of over 37 years including 32 years in the Paper and Tyre business.

Shri Mehta has sound knowledge in the field of Finance & Accounts and a rich experience in several key activities including mergers and acquisitions, board matters and corporate governance including marketing. He is President of Indian Paper Manufacturers Association (IPMA), an Apex Body of Indian Paper Companies. He is also Chairman of Development Council for Pulp, Paper and Allied Industries and Central Pulp & Paper Research Institute, an autonomous Organisation under the administrative control of Ministry of Commerce & Industry, Govt. of India. In the past, he has been Chairman of the Commercial and Taxation Committee.

His other Directorships are – (A) Listed Companies- JK Paper Ltd. and JK Agri Genetics Ltd.; (B) Unlisted Companies- Bhopal Udyog Ltd., Ultima Finvest Ltd., Accurate Finman Services Ltd., Terrestrial Foods Ltd., JKPL Packaging Products Ltd., Sparsh Social Foundation and various Trusts and Research bodies. Chairmanship/Membership of Shri Mehta in the Committees of Directors in other Companies in terms of Regulation 26 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations') - JK Agri Genetics Limited - Stakeholders Relationship Committee - Chairman and Audit Committee - Member; JK Paper Ltd - Audit Committee and Stakeholders Relationship Committee- Member; Ultima Finvest Limited - Audit Committee- Member; Terrestrial Foods Limited – Audit Committee - Member.

Shri Mehta attended all the five Board Meetings of the Company held during the financial year 2020-21. He does not hold, either by himself or on beneficial basis for any other person, any Equity Shares of the Company. He is not related to any other Director and Key Managerial Personnel of the Company.

Shri A.S. Mehta was appointed as the Independent Director of the Company by the Members of the Company at the 26th Annual General Meeting (AGM) held on 19.9.2019. However, pursuant to SEBI (Listing Obligations and Disclosure Requirements) (Third Amendment) Regulations, 2021, to be effective from 1st January 2022, Key Managerial Personnel(KMP)/Employees of the Promoter Group Companies or who had been holding such position in immediately preceding 3 financial years will not be eligible for appointment as Independent Director (ID). Since, Shri Mehta is currently KMP of a Promoter Group Company, he will cease to be Independent Director of the Company w.e.f. 1st October 2021.

Considering his vast industry experience and professional background, the Board considers that it will be in the interest of the Company, to have his association. Accordingly, the Board on recommendation of Nomination and Remuneration Committee at its meeting held on 19th August 2021, has re-designated and appointed him as Non-Executive Non-Independent Director of the Company, liable to retire by rotation w.e.f. 1st October 2021.

The Company has received requisite notice under Section 160 of the Act from a Member proposing the name of Shri Mehta as a candidate for the office of Director of the Company at this AGM of the Company.

Accordingly, Board recommends the aforesaid Ordinary Resolution for approval of the Members.

Except Shri A. S. Mehta and his relatives to the extent of their shareholding, if any, in the Company, none of the other Directors or Key Managerial Personnel of the Company and/or their relatives is concerned or interested, financially or otherwise, in the aforesaid Ordinary Resolution.

#### **Item No. 8**

Shri V. Kumaraswamy (DIN:02443804), aged 60 years is a Management Graduate from Indian Institute of Management, Ahmedabad and CMA professional. He has over 35 years of experience in Corporate Finance, Strategy, Financial Services, Banking and Mergers & Acquisitions.

Shri Kumaraswamy is currently the Chief Finance Officer of JK Paper Ltd. and is also on the Board of several other companies. He is a senior finance professional and has extensive experience in strategic tie-ups, Joint Ventures, Mergers & Acquisitions and Corporate Restructuring. He is also member of Corporate Finance committee and Manufacturing Sector Committee of various Trade & Industry Bodies viz. FICCI.

Prior to JK Paper, he had also worked with PricewaterhouseCoopers, Voltas, Ciba-Geigy, ITC Group and Lalbhai Group and handled various areas of financial/banking and strategy matters. He has authored books on Corporate Insurance and Risk Management, Making Growth Happen in India. He has also published over 90 articles in various economic dailies of India and on matters of reforms, fiscal policies, budget matters and trade policies.

His other Directorships are - The Sirpur Paper Mills Limited, Global Strategic Technologies Limited, Songadh Infrastructure & Housing Limited, Jaykaypur Infrastructure & Housing Limited, Deepti Electronics and Electro Optics Private Limited and Habras MZZ Plantation Myanmar Company Limited. He does not hold Directorship in any other Listed Company. Chairmanship/Membership of Shri Kumaraswamy in the Committees of Directors in other Companies in terms of Regulation 26 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations') – Member of Audit Committee of The Sirpur Paper Mills Limited.

Since, Shri Kumaraswamy was not a Director of the Company during the financial year 2020-21, no Board Meeting of the Company was attended by him during the said financial year. He does not hold, either by himself or on beneficial basis for any other person, any Equity Shares of the Company. He is not related to any other Director and Key Managerial Personnel of the Company.

Shri V. Kumaraswamy was appointed by the Board of Directors at its meeting held on 18.5.2021, as an Additional Director on the Board of the Company in the category of Independent Director to hold office for a term of 3 consecutive years subject to approval of the Members at the forthcoming Annual General Meeting (AGM) of the Company. However, pursuant to SEBI (Listing Obligations and Disclosure Requirements) (Third Amendment) Regulations, 2021, to be effective from 1st January 2022, Key Managerial Personnel(KMP)/Employees of the Promoter Group Companies or who had been holding such position in immediately preceding 3 financial years will not be eligible for appointment as Independent Director (ID). Since, Shri Kumaraswamy is currently KMP of a Promoter Group Company, he will cease to be Independent Director of the Company.

Considering his vast industry experience and professional background, the Board considers that it will be in the interest of the Company, to have his association. Accordingly, the Board on recommendation of Nomination and Remuneration Committee at its meeting held on 19th August 2021, has re-designated and appointed him as Non-Executive Non-Independent Director of the Company, liable to retire by rotation.

The Company has received requisite notice under Section 160 of the Act from a Member proposing the name of Shri Kumaraswamy as a candidate for the office of Director of the Company at this AGM of the Company.

The Board recommends the aforesaid Ordinary Resolution for approval of the Members.

Except Shri V. Kumaraswamy and his relatives to the extent of their shareholding, if any, in the Company, none of the other Directors or Key Managerial Personnel of the Company and/or their relatives is concerned or interested, financially or otherwise, in the aforesaid Ordinary Resolution.

#### **Item No. 9**

The Board at its meeting held on 18th May 2021, as recommended by the Audit Committee, had appointed M/s. Sanjay Kumar Garg & Associates, Cost Accountants, as Cost Auditors to conduct the audit of the cost records of the Company for the financial year 2021-22 commencing 1st April 2021 on a remuneration of ₹42,000/-, excluding G.S.T. as applicable and reimbursement of travelling and other out-of-pocket expenses actually incurred by the said Auditors in connection with the Cost Audit.

In accordance with the provisions of Section 148 of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014, the remuneration as mentioned above, payable to the Cost Auditors has to be ratified by the Members of the Company.

The Board recommends the aforesaid Ordinary Resolution for approval by the Members.

None of the Directors or Key Managerial Personnel of the Company and/or their relatives is concerned or interested, financially or otherwise, in the aforesaid Resolution.

#### **Regd. Office:**

Gajraula Hasanpur Road Gajraula - 244235  
Distt. Amroha (Uttar Pradesh)

Date: 19th August 2021

By Order of the Board

**Pankaj Kamra**  
Company Secretary



## FOR ATTENTION OF THE MEMBERS

1. For prompt attention, requests for transmission of Equity Shares and related correspondence should be addressed to the **Company's Registrar & Share Transfer Agent (RTA): MAS Services Ltd., T-34, 2<sup>nd</sup> Floor, Okhla Industrial Area, Phase - II, New Delhi 110 020. For other matters, kindly write to the Secretarial Department of the Company at Gulab Bhawan (Rear Block), 3<sup>rd</sup> Floor, 6A, Bahadur Shah Zafar Marg, New Delhi- 110 002.**
2. SEBI had mandated that securities of listed Companies can be transferred only in dematerialised form from 1<sup>st</sup> April 2019 onwards. In view of the above and to avail various benefits of dematerialisation, Members are advised to dematerialise shares held by them in physical form. Dematerialisation facility is available both on NSDL and CDSL. Company's ISIN is INE864B01027.
3. Members having multiple folios are requested to write to the RTA for consolidation of the folios.
4. Dividend Warrants:  

As per the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, it is mandatory for the Company to print the bank account details of the investors in dividend payment instrument. Accordingly, the Members are requested to register/update their correct bank account details with the Company/RTA/ Depository Participant, as the case may be.
5. Investor and Education and Protection Fund
  - a. **Unclaimed dividends - Transfer to Investor Education and Protection Fund:**  

Pursuant to the provisions of Section 124 read with Section 125 and other applicable provisions, if any, of the Companies Act, 2013, the amount of dividend remaining unpaid or unclaimed for a period of 7 years from the date of its transfer to unpaid dividend account is required to be transferred to the Investor Education and Protection Fund (IEPF), constituted by the Central Government. Accordingly, the unclaimed Dividend for the financial year ended 31<sup>st</sup> March 2014 and 31<sup>st</sup> March 2015 will become due for transfer to the IEPF on 28<sup>th</sup> October 2021 and 4<sup>th</sup> November 2022.

Members who have not claimed their dividend from the financial year 2013-14 onwards may write to the Secretarial Department of the Company at the address mentioned above.
  - b. Pursuant to the provisions of the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, as amended, all shares in respect of which dividend has not been paid or claimed for seven consecutive years shall be transferred by the Company to the designated Demat Account of the IEPF Authority ("IEPF Account") within a period of 30 days of such shares becoming due to be transferred to the IEPF Account. Accordingly, the Company has, during the financial year 2020-21, transferred 5,55,768 Equity Shares of ₹5/- each to the IEPF Account on which the dividend had remained unpaid or unclaimed for seven consecutive years or more as on the due date of transfer, i.e. 8<sup>th</sup> September 2020, after following the prescribed procedure.
6. As mandated by SEBI, Members holding shares in physical form are required to submit their Permanent Account Number (PAN) and Bank details to the RTA/Company, if not registered with the Company.
7. Nomination: Pursuant to Section 72 of the Companies Act, 2013, individual Members holding Equity Shares of the Company either singly or jointly may nominate an individual to whom all the rights in the Shares in the Company shall vest in the event of death of the sole/all joint Members. Member holding shares in physical form, may send their nomination in the prescribed Form SH-13, duly filled in, to the Secretarial Department at the address mentioned above. Members holding shares in dematerialised form are requested to contact their Depository Participant for recording their nomination.
8. Members are requested to quote their Folio No./DP ID-Client ID and details of shares held in physical/demat mode, email IDs and telephone/mobile nos. for prompt reply to their communications.