



# RDB RASAYANS LIMITED

(AN ISO 9001-2008 Company)

REGD. OFFICE : BIKANER BUILDING, 3RD FLOOR, ROOM NO.-9, 8/1, LAL BAZAR STREET, KOLKATA-700 001 PHONE : +91-33-4450 0500, 22305666 • FAX : +91-33-2242 0588

Date: 02/08/2022

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

Dear Sir/Madam,

**Sub: Notice of Annual General Meeting for the financial year 2021-22**

Pursuant to Regulation 30 read with Part-A of Schedule-III of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing herewith the Notice of Annual General Meeting of the Company scheduled to be held on Wednesday, 24<sup>th</sup> August, 2022.

This is for your information and record.

Thanking You.

Yours faithfully  
For RDB Rasayans Limited

*Pooja Patel*



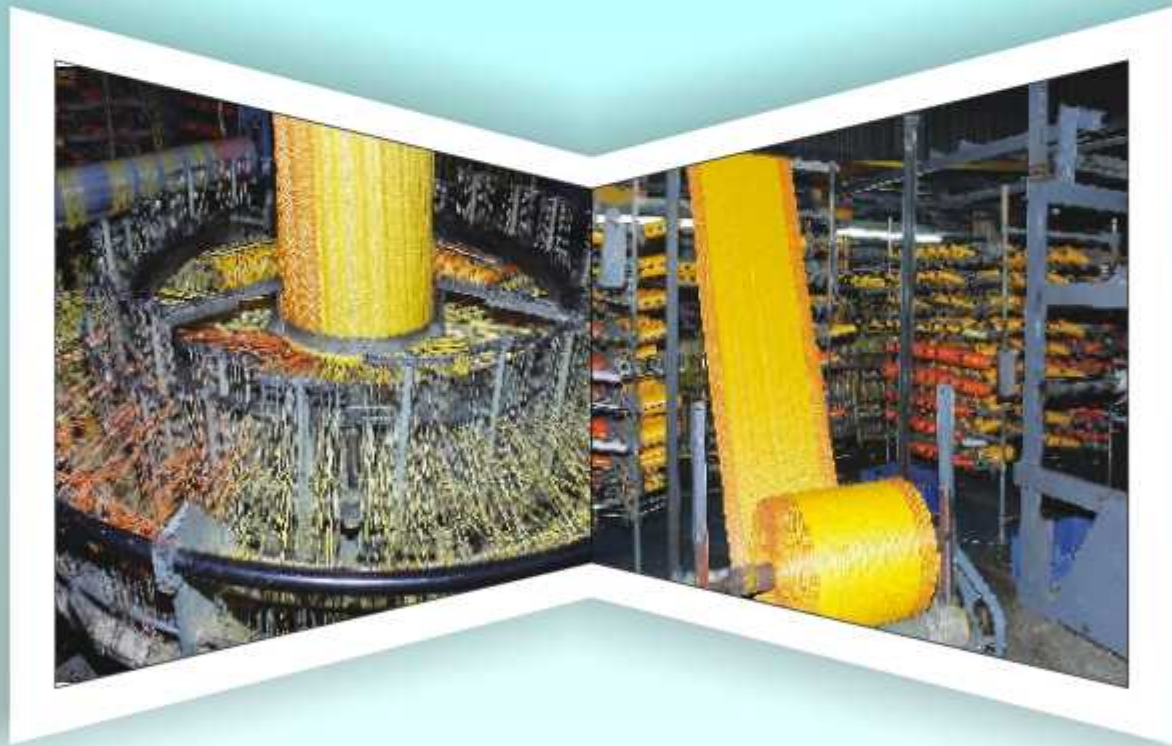
Pooja M Patel  
Company Secretary & Compliance Officer



GOING TOGETHER  
GROWING TOGETHER

# RDB RASAYANS LIMITED

27<sup>th</sup> Annual Report, 2021-22



APPLYING POLYMER STRENGTH  
FOR QUALITY EXPANSION  
BRAND PACKAGING SOLUTION

# CORPORATE INFORMATION

## RDB RASAYANS LIMITED

CIN: L36999WB1995PLC074860

Website: www.rdbgroup.in

E-mail id: info@rdbindia.com

Phone No. 033-4450 0500

Fax No. 033-2242-0588

### BOARD OF DIRECTORS

<b>Mr. Shanti Lal Baid</b>	Chairman & Managing Director
<b>Mr. Sandeep Baid</b>	Whole- Time Director
<b>Mr. Sharad Kumar Bachhawat</b>	Non-Executive & Independent Director
<b>Mrs. Pragya Baid</b>	Non-Executive Director
<b>Mr. Abhay Bharat Kumar Doshi</b>	Non-Executive & Independent Director
<b>Mr Subrata Dutta</b>	Non-Executive & Independent Director (upto 25th February, 2022)
<b>Mr. Ashok Kumar Jain</b>	Non-Executive & Independent Director (w.e.f. 24th May, 2022)

### AUDITORS

<b>M/s. L.B. Jha &amp; Co.</b>	Statutory Auditor
<b>M/s Garg Narender &amp; Co.</b>	Internal Auditor
<b>Mrs. Mausami Sengupta</b>	Secretarial Auditor

### SOLICITORS

<b>Dipayan Choudhury</b>	Advocate
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### BANKERS

Standard Chartered Bank

### KEY MANAGERIAL PERSONNEL

<b>Mr. Bidhan Neogi</b>	Chief Financial Officer (upto 15th February, 2022)
<b>Mr. Sandeep Baid</b>	Chief Financial Officer (w.e.f. 24th May, 2022)
<b>Ms. Shradha Jalan</b>	Company Secretary (upto 31st March, 2022)
<b>Ms. Pooja M Patel</b>	Company Secretary (w.e.f. 01st April, 2022)

### REGISTERED OFFICE

Bikaner Building, 8/1 Lal Bazar Street,  
3rd Floor, Room No. 9, Kolkata-700001

### PLANT LOCATION

126, Basudevpur, Link Road, Haldia- 721 602  
Dist. Purba Medinipur, West Bengal

### REGISTRAR & SHARE TRANSFER AGENT

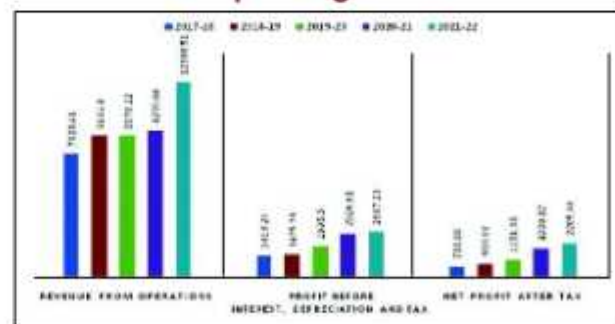
M/s Niche Technologies Pvt Ltd  
3A, Auckland Place, 7<sup>th</sup> Floor, Room No.7A & 7B, Kolkata 700017  
Phone No. 033-2280-6616, 2280-6617, 2280-6618, Fax No. 033-2215-6823  
Email Id: nichtechpl@nichtechpl.com

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## FINANCIAL HIGHLIGHTS

### Operating Results



	2017-18	2018-19	2019-20	2020-21	2021-22
Revenue from Operations	7,828.41	8,931.30	8,978.12	9,239.04	12,300.51
Profit before Interest, Depreciation and Tax	1,413.24	1,475.78	1,995.30	2,826.61	2,907.23
Net Profit after Tax	733.89	900.88	1,151.38	1,900.67	2,205.46

## CORPORATE IDENTITY

### About us

- **RDB Rasayans Limited is one of the most competitive manufacturers of polymer-based woven bags & FIBC (Jumbo bags) manufactured globally; through leveraging on size, product quality, core competence and customer selection.**

The Company was incorporated in the year 1995 and shares of the Company got listed in BSE in the year 2011. The Company started its operations in the year 2003 with a humble capacity of 1800 MTPA and its plant for the production is located at Haldia, West Bengal. The manufacturing facilities of the Company are vertically integrated. It facilitates manufacturing from base material to final product under the same roof. The Company with its robust infrastructure, optimizes manufacturing and operational sophistication, ensures the supply of quality products and best services to its customers.

### Vision

- We aim to deliver quality product and services emphasizing on customer satisfaction, to acquire a strong position and become a renowned Company in the global market.

### Quality Policy

- We shall consistently care for our customers with our products & services emphasizing on continual improvement through training, creativity and customer satisfaction.

### Accreditation

- The Company's plant is accredited with quality certification ISO 9001:2008 and also awarded with BIS certificate.

### Product Potfolio

Fabric	Woven sacks	FIBC	Liner
<ul style="list-style-type: none"> <li>✓ Un-laminate and laminate fabric</li> <li>✓ Ventilated fabric</li> <li>✓ Transparent fabric</li> <li>✓ PP and jute mix fabric</li> <li>✓ Packing fabric</li> </ul>	<ul style="list-style-type: none"> <li>✓ Food grade bags</li> <li>✓ Fertilizer bags</li> <li>✓ Sugar bags with inner liner</li> <li>✓ Standard cement bags</li> <li>✓ Perforated laminated cement bags</li> <li>✓ Normal standard and gusseted bags</li> <li>✓ Tea/ coffee bags</li> <li>✓ Valve bags</li> </ul>	<ul style="list-style-type: none"> <li>✓ Circular bags</li> <li>✓ U-Panel bags</li> <li>✓ 4-Panel bags</li> <li>✓ Bags in bags</li> <li>✓ Baffle bags(Q-bags)</li> <li>✓ One panel baffle bags</li> <li>✓ Pallet less baffle bags</li> <li>✓ Single loop and two-loop bags</li> <li>✓ Potato's bags</li> <li>✓ Conductive bags</li> <li>✓ Tunnel bags</li> <li>✓ UN- certified bags</li> <li>✓ Sleeve bags</li> <li>✓ Asbestos bags</li> <li>✓ Conical bags</li> </ul>	<ul style="list-style-type: none"> <li>✓ LDPE liner</li> <li>✓ LLDPE liner</li> <li>✓ HM-HDPE liner</li> <li>✓ FORM-Fit liner</li> <li>✓ Small bag liner</li> <li>✓ Bulk Container liner</li> </ul>

## RDB RASAYANS LIMITED

CIN: L36999WB1995PLC074860

Regd Office: Bikaner Building, 8/1 Lal Bazar Street, 3rd Floor, Room No. 09,

Kolkata-700001, Ph. No.: 033-44500500, Fax: 033-22420588,

Email id: info@rdbindia.com, Website: www.rdbgroup.in

### NOTICE

**Notice** is hereby given that the twenty-seventh (27th) Annual General Meeting of the members of **RDB RASAYANS LIMITED** will be held on Wednesday the 24th day of August, 2022 at 11:30 A.M., through Video Conferencing /Other Audio Visual Means ("VC/OAVM") to transact the following businesses:-

#### ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended 31st March, 2022 including the Audited Balance Sheet as at 31st March, 2022, the Statement of Profit & Loss and Cash Flow Statement, for the year ended on that date and reports of the Board of Directors and Auditors thereon.
2. To appoint a director in place of Mrs. Pragya Baid (DIN: 06622497), who retires by rotation and, being eligible, offers herself for re-appointment.

#### SPECIAL BUSINESS:

3. **Revision in remuneration of Mr. Sandeep Baid (DIN:00557018), Whole-time Director**

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

**"RESOLVED THAT** pursuant to the provisions of Section 196, 197,198, and 203 and other applicable provisions, of the Companies Act, 2013 and the rules made thereunder [including any statutory modification(s) or re-enactment(s) thereof for the time being in force] read with Schedule V to the Companies Act, 2013, and the Companies (Appointment and Qualification of Directors) Rules, 2014, applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, and the Articles of Association of the Company, and pursuant to the recommendation of the Nomination and Remuneration Committee and approval of Board of Directors and subject to all the applicable statutory approvals, sanctions and permissions as may be necessary, the consent of the members be and is hereby accorded to the revision in remuneration of Mr. Sandeep Baid (DIN: 00557018), Whole-time Director of the Company from existing Rs. 1,75,000/- (Rupees One Lakh Seventy Five Thousand only) to Rs. 2,75,000/- (Rupees Two Lakhs Seventy Five Thousand only) per month with effect from 01st April, 2022 till the expiry of his present tenure with the other existing terms of his appointment remaining the same as approved in the 26th Annual General Meeting.

**RESOLVED FURTHER THAT** notwithstanding the profits in any financial year, the Company shall pay the remuneration as mentioned in explanatory statement as the minimum remuneration.

**RESOLVED FURTHER THAT** the Board of Directors (hereinafter referred to as "the Board" which term shall be deemed to include Nomination and Remuneration Committee of the Board) be and is hereby authorised to modify, determine and/or revise the terms, remuneration and other benefits payable to Mr. Sandeep Baid as Whole Time Director of the Company including the monetary value

Committee from time to time as may be considered appropriate, subject to the same not exceeding the limits hereby sanctioned and within the overall ceiling of managerial remuneration provided under section 197 the Companies Act, 2013 or any other statute or such other limits as may be approved by the members from time to time.

**RESOLVED FURTHER THAT** any of the Directors of the Company or the Company Secretary be and are hereby severally authorized to execute all such writings, agreements, instruments and to do all such acts, things and deeds or to file forms, which may be usual, expedient or proper to give effect to the above resolution."

4. **Appointment of Mr. Ashok Kumar Jain (DIN: 09560734) as Independent Director of the Company**

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

**"RESOLVED THAT** in accordance with, the provisions of Sections 149, 150 and 152 and other applicable provisions, if any, and the Companies (Appointment and Qualification of Directors) Rules, 2014 and Regulations 16(1)(b), 17(1C) and 25(2A) and all other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (SEBI Listing Regulations) (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force) and based on the recommendation of the Nomination and Remuneration Committee and approval of the Board of Directors, **Mr. Ashok Kumar Jain (DIN: 09560734)**, who was appointed as an Additional Director of the Company under the category of Independent Director of the Company with effect from 24th May, 2022, pursuant to Section 161 of the Act and Articles of Association of the Company and in respect of whom the Company has received notice in writing under Section 160 of the Act from a Member proposing his candidature for the office of Director of the Company and who has submitted a declaration that he meets the criteria of Independence as provided under the Act and the Listing Regulations, be and is hereby appointed as a Non-Executive, Independent Director of the Company for a term of upto 5 (five) consecutive years with effect from 24th May, 2022 to 23rd May, 2027, and whose office shall not be liable to determination by retirement of directors by rotation.

**RESOLVED FURTHER THAT**, the Board of Directors of the Company be and are hereby authorized to do all such acts, deeds and things and take all such steps as may be necessary, proper & expedient to give effect to this resolution."

#### Registered Office:

Bikaner Building, 8/1 Lal Bazar St,  
3rd Floor, Room No. 9, Kolkata-700001

Place: Kolkata

Date: 28th May, 2022

By order of the Board  
**RDB Rasayans Limited**

sd/-  
**Pooja M Patel**  
Company Secretary

## NOTES

1. In view of the massive outbreak of the COVID-19 pandemic, social distancing is a norm to be followed and pursuant to the Circular No. 14/2020 dated April 08, 2020, Circular No.17/2020 dated April 13, 2020 issued by the Ministry of Corporate Affairs followed by Circular No. 20/2020 dated May 05, 2020 and Circular No. 02/2021 dated January 13, 2021 and all other relevant circulars issued from time to time, physical attendance of the Members to the AGM venue is not required and general meeting be held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate in the ensuing AGM through VC/OAVM. **The Company will conduct the AGM through VC/ OAVM from its Registered Office, i.e, Bikaner Building, 8/1 Lal Bazar St, 3rd Floor, Room No. 9, Kolkata-700001 which shall be deemed to be venue of the meeting.**
2. The relative explanatory statement pursuant to Section 102(1) of the Companies Act, 2013 setting out material facts concerning the business under item Nos. 3 to 4 forms part of the Notice. Additional information, pursuant to Regulations 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, ('SEBI Listing Regulations') and Secretarial Standard-2 on General Meetings issued by the Institute of Company Secretaries of India, in respect of Director retiring by rotation seeking re-appointment at this Annual General Meeting is furnished as an Annexure to the Notice.
3. Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. However, as the AGM shall be conducted through VC / OAVM, physical attendance of members have been dispensed with pursuant to the Circular No. 14/2020 dated April 08, 2020, issued by the Ministry of Corporate Affairs. Accordingly, the facility for appointment of Proxy by the Members is not available for this AGM and hence the Proxy Form and Attendance Slip including Route Map are not annexed to this Notice.
4. In terms of the provisions of Section 112 and 113 of the Act read with the said Circulars, Corporate/Institutional Members (i.e. other than individuals, HUF, NRI etc.) are entitled to appoint their authorized representatives to attend the AGM through VC/OAVM on their behalf and participate thereat, including cast votes by electronic means shall are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution / Authority letter etc. whereby their authorized representative has been appointed to attend the AGM on their behalf, to the Company, together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to scrutinizermkb@gmail.com with a copy marked to investor.rasayans@rdbindia.com.
5. The business set out in this Notice will also be transacted through electronic voting system and the Company is providing facility for voting by electronic means through National Securities Depository Limited (NSDL). Instructions and other information relating to e-voting are given in this Notice under Note no. 21. The Company will also send communication relating to remote e-voting which inter-alia would contain details about User ID and password along with a copy of this Notice to the members, separately.  
Once the vote on a resolution is cast by a member, whether partially or otherwise, the member shall not be allowed to change it subsequently or cast the vote again. The members who cast their vote by using remote e-voting may also attend the Meeting through VC/ OAVM but shall not be entitled to cast their vote again at the Meeting.
6. As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be transferred only in dematerialized form with effect from April 1, 2019, except in case of request received for transmission or transposition of securities. In view of this and to eliminate all risks associated with physical shares and for ease of portfolio management, members holding shares in physical form are requested to consider converting their holdings to dematerialized form. Members can contact the Company or Company's Registrars and Transfer Agents, Niche Technologies Pvt. Ltd. for assistance in this regard.
7. Members who hold shares in the physical form and wish to make/change a nomination in respect of the shareholding in the Company, as permitted u/s 72 of the Companies Act, 2013, may submit such information in the prescribed form SH-13/14 as required, to the Company's Registrar & Share Transfer Agent.
8. Pursuant to provisions of Section 124 and 125 of the Companies Act, 2013, dividends which remain unpaid or unclaimed for a period of 7 years, will be transferred to the Investor Education and Protection Fund (IEPF) of the Central Government. Shareholders who have not encashed the dividend warrant(s) so far for the financial year ended 31st March, 2015 or any subsequent financial years, are requested to make their claims to the Company at its Registered Office. It may be noted that once the unclaimed dividend is transferred, on the expiry of seven years, to the Investor Education and Protection Fund, as stated here- in, no claim with the Company shall lie in respect thereof. In view of this, Members/Claimants are requested to claim their dividends from the Company, within the stipulated timeline.
9. Members who have not yet encashed their dividend warrant(s) for the Financial Years ended 31st March, 2015 onwards, are requested to make their claims to the Company accordingly, without any delay. Members wishing to claim dividends, which remain unclaimed, are requested to write to the Company Secretary & Compliance Officer at the registered office of the Company or M/s Niche Technologies Pvt. Ltd., the Registrar and Share Transfer Agent of the Company.
10. Members holding shares in electronic form are requested to intimate immediately any change in their address or bank mandates to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form are requested to advise any change in their address or bank mandates immediately to the Company/ RTA, quoting their folio number.
11. In case of joint shareholders attending the meeting, only such joint holder who is higher in the order of names will be entitled to vote.
12. To support the 'Green Initiative', Members who have not registered their e-mail addresses so far are requested to register their e-mail

address, in respect of electronic holdings with the Depository through their Depository Participants or send an e-mail to nichetechpl@nichetechpl.com, for receiving all communications including Annual Reports, Notices, Circulars, etc. from the Company electronically.

13. Non-Resident Indian Members are requested to inform the RTA immediately of:
  - o Change in their residential status on return to India for permanent settlement.
  - o Particulars of their bank account maintained in India with complete name, branch, account type, account number and address of the Bank with pin code number.
14. In terms of circulars issued by Securities and Exchange Board of India (SEBI), it is now mandatory to furnish a copy of PAN card to the Company or its RTA in the following cases viz. Deletion of name, Transmission of shares and Transposition of shares. Shareholders are requested to furnish copy of PAN card for all the above mentioned transactions.
15. The Company has designated an exclusive e-mail ID investor.rasayans@rdbindia.com which would enable the members to communicate their grievances. The members may send their grievances, if any, to this e-mail ID for its quick redressal.
16. Members desirous of obtaining any information concerning accounts and operations of the Company are requested to send their queries at an early date through email on investor.rasayans@rdbindia.com. The same will be replied by the Company suitably.
17. Members are also requested to notify any change in their email ID or bank mandates or address to the Company and always quote their Folio Number or DP ID and Client ID Numbers in all correspondence with the Company. In respect of holding in electronic form, Members are requested to notify any change of email ID or bank mandates or address to their Depository Participants.
18. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act 2013, the Register of Contracts or Arrangements in which Directors are interested under Section 189 of the Companies Act 2013 will be available for inspection during the Annual General Meeting. Members seeking to inspect such documents can send email at investor.rasayans@rdbindia.com.
19. Members who hold shares in identical names and in the same order of names in more than one folio are requested to write to the Company to consolidate their holdings in one folio.
20. In compliance with the MCA Circulars and SEBI Circulars, Notice of the AGM along with the Annual Report 2021-22 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/ Depositories. Members may note that the Notice and Annual Report 2021-22 will also be available on the Company's website www.rdbgroup.in, websites of the Stock Exchanges i.e. BSE Limited at www.bseindia.com and, on the website of NSDL <https://www.evoting.nsdl.com>.

#### 21. Voting through electronic means

In compliance with the provisions of section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended

from time to time and Regulation 44 of the (Listing Regulations, 2015), the Company is pleased to provide remote e-voting facility to the members to exercise their right to vote in respect of the resolutions to be passed at 27th Annual General Meeting by electronic means and the business may be transacted through e-voting services provided by National Securities Depository Limited (NSDL). The facility for casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by NSDL.

- I. The remote e-voting period shall commence on Sunday, the 21st August, 2022, (9:00 a.m. IST) and will end on Tuesday, the 23rd August, 2022 (5:00 p.m. IST). During this period the members of the Company, holding shares either in physical form or in dematerialized form, as on 17th August, 2022 (cut-off date for e-voting) may cast their vote electronically. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by shareholder, the shareholder shall not be allowed to change it subsequently.
- II. A person whose name is recorded in the register of members or in the register of beneficial owners maintained by the Depositories as on 17th August, 2022 (cut-off date) only shall be entitled to vote through remote e-voting and through voting at the AGM. The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date 17th August, 2022. A person who is not a member as on cut-off date should treat this Notice for information purpose only.
- III. Any person, who acquires shares of the Company and becomes member of the Company after, dispatch of the Notice and holding shares as on the cut-off date 22nd July, 2022 may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).  
However, if you are already registered with NSDL for remote e-voting then you can use your existing ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/ Password" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following toll free no: 1800-222-990.
- IV. The Company has appointed Mr. Raj Kumar Banthia, Practicing Company Secretary (ACS No.17190, CP No. 18428) partner of MKB & Associates, as the scrutinizer to scrutinize the voting during the AGM and the remote e-voting process in a fair and transparent manner.
- V. Members desiring to vote through remote e-voting may refer to the following steps:

**Step 1 :** Access to NSDL e-Voting system

**Step 2 :** Cast your vote electronically and join General Meeting on NSDL e-Voting system

**Step 1 : Access to NSDL e-Voting system**





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

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual

shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their

mobile number and email Id in their demat accounts in order to access e-Voting facility.

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

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"> <li>Existing IDeAS user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on Company name or e-Voting service provider i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> <li>If you are not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select "<b>Register Online for IDeAS Portal</b>" or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.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 redirected to NSDL Depository site wherein you can see e-Voting page. Click on Company name or <b>e-Voting service provider i.e. NSDL</b> and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> <li>Shareholders/Members can also download NSDL Mobile App "NSDL Speede" facility by scanning the QR code mentioned below for seamless voting experience. <b>NSDL Mobile is Available on :</b>    </li> </ol>
Individual Shareholders holding securities in demat mode with CDSL	<ol style="list-style-type: none"> <li>Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <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 New System Myeasi.</li> <li>After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of <b>e-Voting service provider i.e. NSDL</b>. Click on <b>NSDL</b> to cast your vote.</li> <li>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>Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. 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 i.e. <b>NSDL</b> where the e-Voting is in progress.</li> </ol>
Individual Shareholders (holding securities in demat mode) login through their depository participants	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. Once login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on options available against Company name or <b>e-Voting service provider-NSDL</b> and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

**Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.**



Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <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
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022- 23058738 or 022-23058542-43
<p><b>B) Login Method for e-Voting and joining virtual meeting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.</b></p> <p><b>How to Log-in to NSDL e-Voting website?</b></p> <ol style="list-style-type: none"> <li>Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> either on a Personal Computer or on a mobile.</li> <li>Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder</li> </ol>	
<p><i>/Member' section.</i></p> <ol style="list-style-type: none"> <li>A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.</li> </ol> <p><i>Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <a href="https://eservices.nsdl.com/">https://eservices.nsdl.com/</a> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.</i></p> <ol style="list-style-type: none"> <li>Your User ID details are given below :</li> </ol>	

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****.
c) For Members holding shares in Physical Form	EVEN Number followed by Folio Number registered with the Company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***
<ol style="list-style-type: none"> <li>Password details for shareholders other than Individual shareholders are given below: <ol style="list-style-type: none"> <li>If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.</li> <li>If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.</li> <li>How to retrieve your 'initial password'? <ol style="list-style-type: none"> <li>If your email ID is registered in your demat account or with the Company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.</li> <li>If your email ID is not registered, please follow steps mentioned below in <b>process for those shareholders</b></li> </ol> </li> </ol> </li> </ol>	
<p><b>whose email ids are not registered.</b></p> <ol style="list-style-type: none"> <li>If you are unable to retrieve or have not received the "Initial password" or have forgotten your password: <ol style="list-style-type: none"> <li>Click on "<b>Forgot User Details/Password?</b>" (If you are holding shares in your demat account with NSDL or CDSL) option available on <a href="http://www.evoting.nsdl.com">www.evoting.nsdl.com</a>.</li> <li><b>Physical User Reset Password?</b> (If you are holding shares in physical mode) option available on <a href="http://www.evoting.nsdl.com">www.evoting.nsdl.com</a>.</li> </ol> </li> <li>If you are still unable to get the password by aforesaid two options, you can send a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> in mentioning your demat account number/folio number, your PAN, your name and your registered address etc.</li> <li>Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.</li> <li>After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.</li> <li>Now, you will have to click on "Login" button.</li> <li>After you click on the "Login" button, Home page of e-Voting will open.</li> </ol>	

## Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.

### How to cast your vote electronically and join General Meeting on NSDL e-Voting system?

1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.
2. Select "EVEN" of Company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join General Meeting".
3. Now you are ready for e-Voting as the Voting page opens.
4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
5. Upon confirmation, the message "Vote cast successfully" will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.

### General Guidelines for shareholders

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail **scrutinizermkb@gmail.com** with a copy marked to **evoting@nsdl.co.in**. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "**Upload Board Resolution / Authority Letter**" displayed under "**e-Voting**" tab in their login.
2. Any person holding shares in physical form and non-individual shareholders, who acquires shares of the Company and becomes member of the Company after the notice is sent through e-mail and holding shares as of the cut-off date i.e. **22nd July, 2022**, may obtain the login ID and password by sending a request at **evoting@nsdl.co.in** or Issuer/RTA. However, if you are already registered with NSDL for remote e-voting, then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/Password" or "Physical User Reset Password" option available on **www.evoting.nsdl.com** or call on toll free no. **1800 1020 990 and 1800 22 44 30**. In case of Individual Shareholders holding securities in demat mode who acquires shares of the Company and becomes a Member of the Company after sending of the Notice and holding shares as of the cut-off date i.e. **22nd July, 2022** may follow steps mentioned in the Notice of the AGM under Step 1: "Access to NSDL e-Voting system"(Above).
3. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on **www.evoting.nsdl.com** to reset the password.
4. In case of any queries you may refer to Frequently Asked Questions (FAQs) for members and remote e-voting user manual for Members available at the Downloads section of

**www.evoting.nsdl.com** or call on toll free no: 1800-222-990 and 1800 22 44 30 or send a request to Ms. Pallavi Mhatre, Manager at **evoting@nsdl.co.in**.

### Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to **investor.rasayans@rdbindia.com**.
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to **investor.rasayans@rdbindia.com**. If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at step 1 (A) i.e. **Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode**.
3. Alternatively shareholder/members may send a request to **evoting@nsdl.co.in** for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

### THE INSTRUCTIONS FOR MEMBERS FOR E-VOTING ON THE DAY OF THE AGM ARE AS UNDER:-

1. The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for remote e-voting.
2. Only those Members/ shareholders, who will be present in the AGM through VC/OAVM 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 system in the AGM.

3. Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.
4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the AGM shall be the same person mentioned for Remote e-voting.

#### **INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM:**

1. Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for Access to **NSDL e-Voting system**. After successful login, you can see link of "VC/OAVM link" placed under "**Join General meeting**" menu against Company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.
2. Members are encouraged to join the Meeting through Laptops for better experience.
3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. 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.
5. Shareholders who would like to express their views/ask questions during the meeting may register themselves as a speaker may send their request mentioning their name, demat account number/folio number, email id, mobile number at **investor.rasayans@rdbindia.com** latest by 5.00.p.m. (IST) on Saturday, 19th August, 2022.
6. Shareholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at **investor.rasayans@rdbindia.com** latest by 5.00.p.m. (IST) on Saturday, 19th August, 2022. The same will be replied by the Company suitably.
7. Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.
8. When a pre-registered speaker is invited to speak at the meeting but he / she does not respond, the next speaker will be invited to speak. Accordingly, all speakers are requested to get connected to a device with a video/ camera along with good internet speed.
9. The Company reserves the right to restrict the number of questions and number of speakers, as appropriate, for smooth conduct of the AGM.
10. Members who need assistance before or during the AGM, can contact Ms. Pallavi Mhatre, Manager, NSDL at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or call 1800 1020 990 / 1800 22 44 30.
11. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the AGM through VC/OAVM will be made available for 1000 members on first come first served basis. This will not include large Shareholders (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 basis.
12. Members attending the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.

#### **Other Instructions**

- I. The Scrutinizer shall after the conclusion of e-voting at the meeting, first count the votes cast during the AGM and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company. The Scrutinizer shall submit not later than 2(two) working days of the conclusion of the AGM, a Consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
- II. The results declared along with the report of the Scrutinizer shall be placed on the website of the Company [www.rdbgroup.in](http://www.rdbgroup.in) and on the website of NSDL and also be displayed on the Notice Board of the Company immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be simultaneously communicated to the Stock Exchange where the shares of the Company are listed.
- III. The scrutinizer's decision on the validity of e-voting will be final.
- IV. The Notice of Annual General Meeting is being sent to the members, whose names appear in the Register of Members/ Depositories as at closing hours of business, on 22nd July, 2022.
- V. The resolutions shall be deemed to be passed on the AGM date i.e, 24th August, 2022, subject to receipt of the requisite number of votes in favour of the resolutions.

## ANNEXURE TO NOTICE OF ANNUAL GENERAL MEETING

### Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013

#### Item No. 3

#### REVISION IN REMUNERATION OF MR. SANDEEP BAID, WHOLE-TIME DIRECTOR

At the 26th Annual General of Company, the Shareholders had approved reappointment of Mr. Sandeep Baid as Whole time Director for the further term of 3 (three) years commencing from 01st April, 2021 to 31st March, 2024 along with his remuneration and other terms of reappointment as per agreement dated 13th February, 2021. Mr. Sandeep Baid, has expertise in the field of manufacturing and marketing.

Upon the recommendation of Nomination and Remuneration Committee of the Company, the Board at its meeting held on 28th May, 2022 proposed revision of his remuneration by way of enhancing his monthly salary with effect from 01st April, 2022 from Rs. 1,75,000/- (Rupees One Lakh Seventy Five Thousand only) to Rs. 2,75,000/- (Rupees Two Lakhs Seventy Five Thousand only) per month (as approved by the Board), for the remaining period of his tenure ending on 31st March, 2024. Accordingly, a supplemental agreement has been executed.

Consequent upon the above revision, monthly remuneration of

Mr. Sandeep Baid, Whole time Director will enhance from Rs. 1,75,000/- (Rupees One Lakh Seventy Five Thousand only) to Rs. 2,75,000/- (Rupees Two Lakhs Seventy Five Thousand only) per month w.e.f. 01st April, 2022. Other terms and conditions as per agreement dated 13th February, 2021 will remain the same. This approval must also be taken as approval under Regulation 17(6)(e) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Copy of the agreements referred to above shall be open for inspection in electronic mode. Members can inspect the same by sending an e-mail to investor.rasayans@rdbindia.com on or before 19th August, 2022.

Details of Mr. Sandeep Baid is provided in "Annexure I" to the Notice pursuant to the provisions of (i) the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and (ii) Secretarial Standard on General Meetings ("SS-2"), issued by the Institute of Company Secretaries of India.

The Board of Directors of your Company recommends the resolution for the approval by the shareholders of the Company.

The disclosures as required under Section II, Part II of the Schedule V of the Companies Act, 2013 are stated below.

<b>The disclosures as required under Section II, Part II of the Schedule V of the Companies Act, 2013 are stated herein below:</b>			
<b>General information:</b>			
1	Nature of Industry	The Company is engaged in manufacture of PP Woven sacks	
2	Date or expected date of commencement of commercial production	June, 2003	
3	In case of new companies, expected date of commencement of activities as per project approved by financial institutions appearing in the prospectus	Not Applicable	
4	The financial performance of the Company during the preceding three financial years is as under:	(Rs in Lakhs)	
Particulars	2021-22	2020-21	2019-20
Total Income	13,517.55	10,211.46	10,023.03
Total Expense	10,759.68	7,529.62	8,261.20
Profit/(Loss) Before tax	2,757.87	2,681.84	1,761.84
Less: Tax Expense	552.41	781.16	610.45
Profit/(Loss) After Tax	2,205.46	1,900.67	1,151.38
5.	Foreign investments or collaborators, if any	NIL	
<b>Information about the appointee: Mr. Sandeep Baid</b>			
1	Background details	Mr. Sandeep Baid is an industrialist having experience of more than 20 years in the field of manufacturing and marketing of electrical goods, cables, packing materials and woven sacks.	
2	Past remuneration	Mr. Sandeep Baid was paid Rs. 21,00,000 during the financial year 2021-22.	
3	Recognition or awards	None	
4	Job profile and his suitability	Mr. Sandeep Baid is actively involved in the day to day working of the Company and currently he is looking after the manufacturing and marketing of the Company. Keeping in view his working with the Company and his prior experience, he is suitable for the present position. The Company derives lot of benefit from his diverse professional expertise and experience at Board Level as well as in operations of the Company.	

5	Remuneration proposed	As set out in the Explanatory Statement under section 102 of Companies Act, 2013
6	Comparative remuneration profile with respect to industry, size of the Company, profile of the position and person (in case of expatriates the relevant details would be w.r.t. the country of his origin)	The proposed remuneration is commensurate with the size and nature of business of the Company and the functions and responsibility of the appointee. The remuneration is comparable with the remuneration drawn by the peers and is necessitated due to complexities of business.
7	Pecuniary relationship directly or indirectly with the Company, or relationship with the managerial personnel, if any	Mr. Sandeep Baid is Promoter Director holding 902,695 shares consisting 5.10% of the paid-up capital of the Company. Apart from receiving remuneration as stated above, he does not receive any emoluments from the Company.  Except Mr. Shanti Lal Baid (father) and Mrs. Pragya Baid (spouse), none of the other Directors of the Company are related to Mr. Sandeep Baid.
Other Information:		
1	Reasons of loss or inadequate profits	The approval for minimum remuneration is being taken as a precautionary measure and as on today, the profits of the Company are sufficient to pay the approved remuneration to the Whole Time Director & Managing Director.
2	Steps taken or proposed to be taken for improvement	
3	Expected increase in productivity and profits in measurable terms	

The Board recommends the Resolution set forth in Item No. 3 of the Notice for approval of the members.

#### Item No. 4

### APPOINTMENT OF MR. ASHOK KUMAR JAIN (DIN: 09560734) AS AN INDEPENDENT DIRECTOR OF THE Company

In accordance with the provisions of Section 149 read with Schedule IV of the Companies Act, 2013 ("the Act"), appointment of an Independent Director requires approval of members. Further, as per Regulation 25(2A) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (SEBI Listing Regulations), the appointment of an Independent Director shall be subject to the approval of shareholders by special resolution.

Additionally, as per newly inserted Regulation 17(1C) of the SEBI Listing Regulations, the Company shall ensure that the approval of the shareholders for the appointment of a person on the Board of Directors is taken at the next annual general meeting or within a time period of 3 (three) months from the date of appointment, whichever is earlier.

Based on the recommendations of the Nomination and Remuneration Committee, the Board of Directors of the Company appointed **Mr. Ashok Kumar Jain (DIN: 09560734)**, as an Additional Director under the category of Independent Director for a term of 5 (five) years from 24th May, 2022 to 23rd May, 2027 subject to the approval of shareholders and whose office shall not be liable to determination by retirement of directors by rotation.

Mr. Ashok Kumar Jain is a commerce graduate and having 15 years of experience in the field of accounts, finance and Transportation system.

The Company has received consent from **Mr. Ashok Kumar Jain (DIN: 09560734)**, to act as a Director in terms of section 152 of the Act. The Company has also received a declaration from him to the effect that he meets the criteria of independence as provided in Section 149(6) of the Act and Rules framed there under and Regulation 16(1)(b) of the SEBI Listing Regulations. In terms of Regulation 25(8) of SEBI Listing Regulations, he has confirmed 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. In the opinion of the Board, he fulfills the conditions specified in the Act and SEBI Listing Regulations for appointment as an Independent Director and is independent of the management of the Company. Further he is not debarred from holding office as a Director of the Company, by virtue of any SEBI Order or any other such authority.

The Company has received notice a under Section 160 of the Act from a shareholder proposing the candidature of **Mr. Ashok Kumar Jain** for the office of Independent Director of the Company.

Details of Mr. Ashok Kumar Jain are provided in the "Annexure-I" to the Notice pursuant to the provisions of (i) the SEBI Listing Regulations and (ii) Secretarial Standard on General Meetings ("SS-2") issued by the Institute of Company Secretaries of India (ICSI).

Copy of draft letter of appointment of Mr. Ashok Kumar Jain setting out the terms and conditions of his appointment is available for inspection by the members at the Registered Office of the Company.

The Board recommends the Resolution set forth in Item No. 4 of the Notice for approval of the members..

## ANNEXURE-I

**DETAILS OF DIRECTORS BEING APPOINTED/RE-APPOINTED AS SET OUT IN THIS NOTICE, IN TERMS OF REGULATION 36(3) OF THE SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 AND SECRETARIAL STANDARD-2 ON GENERAL MEETINGS ISSUED BY THE INSTITUTE OF COMPANIES SECRETARIES OF INDIA**

Name of Director	Mrs. Pragya Baid	Mr. Ashok Kumar Jain	Mr. Sandeep Baid
Din	06622497	09560734	00557018
Date of Birth and Age	DOB: 30.10.1981 Age: 40 years	DOB: 04.01.1967 Age : 55 years	DOB:01.01.1979 Age: 43 years
Nationality	Indian	Indian	Indian
Date of first appointment on the Board of Directors of the Company	15th July, 2014	24th May, 2022	10th April, 2008
Qualifications	M.Com	B. com	B.Com, MBA
Experience (including nature of expertise in specific functional areas)/ Brief Resume	She is M.Com from Burdwan University, West Bengal. She is the Woman director of the Company.	Mr. Ashok Kumar Jain is a commerce graduate and having 15 years of experience in the field of accounts and finance.	He has a wide Experience in the field of Manufacturing & Marketing
Number of shares held in the Company	NIL	Nil	902,695
List of directorships held in other companies	NIL	1	NIL
Chairman/ Member of the Committee of Directors in the Company	— -	— -	1. Audit Committee – Member 2. Stakeholder Relationship Committee – Member 3. Corporate Social Responsibility Committee Member
Chairman/Member of the Committees of the Boards of the other Public companies in which he/she is Director	—	—	—
Relationship with other Directors, Manager and Key Managerial Personnel of the Company	Spouse of Mr. Sandeep Baid & daughter in law of Mr. Shanti Lal Baid	None	Son of Mr. Shanti Lal Baid & Spouse of Mrs. Pragya Baid
Number of meetings of the Board attended during the year 2021-22	1 out of 5	Not Applicable	5 out of 5

<b>Name of Director</b>	<b>Mrs. Pragya Baid</b>	<b>Mr. Ashok Kumar Jain</b>	<b>Mr. Sandeep Baid</b>
Terms and conditions of Appointment/ re-appointment	She is a Non-Executive Director entitled to only sitting fees.	He is a Non-Executive Director entitled to only sitting fees	As mentioned in Explanatory Statement No. 3
Details of remuneration sought to be paid	Nil	Nil	As mentioned in Explanatory Statement No. 3
Remuneration last drawn (including sitting fees, if any)	Nil	Nil	Rs. 1,75,000/- per month
Listed entities from which resigned in the past Three years	Nil	Nil	Nil