

12. Members are advised to refer to the section titled 'Investor Relation' provided on the website of the Company at [www.anjanicement.com](http://www.anjanicement.com) for the Annual Report.
13. As mandated by SEBI, effective from April 1, 2019, that securities of listed companies shall be transferred only in dematerialised form. In order to facilitate transfer of share(s) in view of the above and to avail various benefits of dematerialisation, Members are advised to dematerialise share(s) held by them in physical form.
14. The Register of Members and the Share Transfer books of the Company will remain closed from Thursday, September 9, 2021 to Wednesday, September 15, 2021 (both days inclusive). The record date for determining entitlement to dividend for the year ended March 31, 2021 to be declared at the AGM shall be Wednesday, September 8, 2021.
15. **Instructions For attending the AGM and e-voting are as follows:**

**A. Instructions for attending the AGM :**

1. Members will be able to attend the 37th AGM through VC / OAVM by using their remote e-voting login credentials and selecting the 'Event' for Company's AGM at <https://evoting.kfintech.com>. 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. Further, Members can also use the OTP based login for logging into the e-voting system.
2. Facility of joining the AGM through VC / OAVM shall open 15 minutes before the time scheduled for the AGM and will be closed on expiry of 15 minutes from the conclusion of the AGM. Members who want to ask question may write to the company at [secretarial@anjanicement.com](mailto:secretarial@anjanicement.com) at least two days prior to the date of AGM and the same will be answered during the AGM.
3. Members who would like to express their views or ask questions during the AGM may register themselves as a speaker by sending their request from their registered e-mail address mentioning their name, DP ID and Client ID / folio number, PAN, mobile number at [avr@anjanicement.com](mailto:avr@anjanicement.com) at least 48 hours in advance before the start of the meeting. Those Members who have registered themselves as a speaker will only be allowed to express their views / ask questions during the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.
4. Facility of joining the AGM through VC / OAVM shall be available for 1000 members on first come first served basis. However, the participation of members holding 2% or more shares, Promoters, Institutional Investors, Directors, Key Managerial Personnel, Chairpersons of Audit Committee, Stakeholders Relationship Committee, Nomination and Remuneration Committee and Auditors are not restricted on first come first serve basis.
5. Members who need technical assistance before or during the AGM, can contact Kfintech at 1800 309 4001 (toll free) or contact Mr. Raghunath Veedha on (040)67161606 or write mail at [emeetings@kfintech.com](mailto:emeetings@kfintech.com).

**B. Instructions for Remote e-voting:**

1. In compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rules made thereunder and Regulation 44 of the SEBI Listing Regulations, the Company is offering e-voting facility to all Members of the Company. A person, whose name is recorded in the Register of Members or in the Register of Beneficial Owners (in case of electronic shareholding) maintained by the Depositories as on the cut-off date i.e. Wednesday, September 8, 2021 only shall be entitled to avail the facility of remote e-voting/e-voting at the AGM. Kfintech will be facilitating remote e-voting to enable the Members to cast their votes electronically. Members can cast their vote online from 10:00 A.M. (IST) on Sunday, September 12, 2021 till 5:00 P.M. (IST) on Tuesday, September 14, 2021. At the end of remote e-voting period, the facility shall forthwith be blocked.
2. The Members who have cast their vote by remote e-voting prior to the AGM may also attend/ participate in the AGM through VC / OAVM but shall not be entitled to cast their vote again.
3. The Members 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 during the AGM.
4. The procedure and instructions for e-voting are as follows:
  - a. Open your web browser during the remote e-voting period and navigate to <https://evoting.kfintech.com>.

- b. Enter the login credentials i.e. User-ID and password mentioned in your mail. Your Folio No./DP ID No. / Client ID will be your User ID.

**User – ID For Members holding shares in Demat Form:-**

For NSDL :- 8 Character DP ID followed by 8 Digits Client ID.

For CDSL :- 16 digits beneficiary ID.

**User – ID For Members holding shares in Physical Form:-**

Event Number followed by Folio No. registered with the Company.

Password: Your unique password is sent via e-mail forwarded through the electronic notice.

Captcha: Please enter the verification code i.e. the alphabets and numbers in the exact way as they are displayed for security reasons.

- c. After entering these details appropriately, click on "LOGIN".
- d. Members holding shares in Demat / Physical form will now reach Password Change menu wherein they are required to mandatorily change their login password in the new password field. The new password has to be minimum 8 characters consisting of at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character (@, #,\$, etc.). Kindly note that this password can be used by the Demat account holders for voting in any other Company on which they are eligible to vote, provided that the other company opts for e-voting through Kfintech e-voting platform. System will prompt you to change your password and update your contact details like mobile number, e-mail ID, etc. on first login. You may also enter the secret question and answer of your choice to retrieve your password in case you forget it.
- e. You need to login again with the new credentials.
- f. On successful login, system will prompt you to select the 'EVENT' i.e., Anjani Portland Cement Limited.
- g. If you are holding shares in Demat form and had logged on to "<https://evoting.kfintech.com>" and have cast your vote earlier for any company, then your existing login ID and password are to be used.
- h. On the voting page, you will see Resolution Description and against the same the option 'FOR / AGAINST / ABSTAIN' for voting. Enter the number of shares (which represents the number of votes) under 'FOR / AGAINST / ABSTAIN' or alternatively you may partially enter any number in 'FOR' and partially in 'AGAINST', but the total number in 'FOR / AGAINST' taken together should not exceed your total shareholding. If you do not wish to vote, please select 'ABSTAIN'.
- i. Cast your vote by selecting an appropriate option and 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.
- j. Once you 'CONFIRM' your vote on the Resolution whether partially or otherwise, you will not be allowed to modify your vote.
5. Corporate Members (i.e. other than Individuals, HUF, NRI, etc.) are required to send scanned copy (PDF / JPG format) of the relevant Board or Governing Body Resolution / Authorisation together with attested specimen signature of the duly authorised signatory(ies) who are authorised to vote, to '[raghu.veedha@kfintech.com](mailto:raghu.veedha@kfintech.com)' or '[secretarial@anjaniment.com](mailto:secretarial@anjaniment.com)' (Details are given in point 4 above). The file / scanned image of the Board Resolution / Authority Letter should be in the naming format 'Corporate Name Event no.'
6. The voting rights of the Members shall be in proportion to the number of shares held by them in the equity share capital of the Company as on the cut-off date being Wednesday, September 8, 2021.

Any person who acquires shares of the Company and becomes member of the Company after the date of dispatch of Notice and holds shares as on the cut-off date may obtain the User ID and password/PIN by sending a request to Kfintech.

In case of joint holders, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company shall be entitled to vote at the AGM.