### <u>INSILCO LIMITED</u> (UNDER VOLUNTARY LIQUIDATION)

Regd. Office & Works

 A-5, UPSIDC Industrial Area, Bhartiagram, Gajraula – 244223, District Amroha, Uttar Pradesh Phone : 09837823893, 09837923893
 E-mail: insilco2@gmail.com Website : www.insilcoindia.com CIN: L34102UP1988PLC010141

### NOTICE OF ADJOURNED 35<sup>th</sup> ANNUAL GENERAL MEETING

Notice is hereby given that 35<sup>th</sup> Annual General Meeting (AGM) of the members of Insilco Limited (Under Voluntary Liquidation) (which was earlier scheduled on Wednesday, September 20, 2023 at 05:00 p.m. (IST) and was adjourned due to want of quorum) is scheduled to be held on Wednesday, the 27<sup>th</sup> Day of September, 2023 at 05:00 p.m. (IST) through Video Conferencing/Other Audio Visual Means, to transact the following business: -

### **ORDINARY BUSINESS**

- 1. To receive, consider and adopt the Audited Financial Statements of the Company for the Financial Year ended 31<sup>st</sup> March 2023 along with the Reports of the Board of Directors and Auditors thereon.
- 2. To consider and appoint a Director in place of Mr. Christian Schlossnikl (DIN: <u>07557639</u>), who retires by rotation and being eligible, offers himself for re-appointment.

For and on behalf of Insilco Limited (Under Voluntary Liquidation)

Sd/-

Geetika Varshney Company Secretary M.No. A53579

Place: Palwal, Haryana Date : 21<sup>st</sup> August 2023

### NOTES:-

- 1. In pursuant to the General Circular Nos.14/2020 dated 8th April 2020, 17/2020 dated 13th April 2020, 20/2020 dated 5th May 2020, 02/2021 dated 13th January, 2021, 21/2021 dated 14<sup>th</sup> December, 2021, 02/2022 dated 5<sup>th</sup> May 2022 and the latest circular No. and 10/2022 dated 28th December, 2022 ("MCA Circulars") and The Securities and Exchange Board of India ('SEBI') pursuant to its Circular No. SEBI/HO/CFD/CMD1 /CIR/P/2020/79 dated 12th May 2020 (the validity of which had been extended till December 31, 2021 by SEBI, vide its Circular No. SEBI/HO/CFD/CMD2 /CIR/P/2021/11 dated January 15, 2021) and Circular No. SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated 13th May, 2022 and SEBI/HO/CRD/PoD-2/P/CIR/2023/4 dated 5th January, 2023 ("SEBI Circulars"), and any other applicable circulars issued in this regard have permitted the companies to conduct their Annual General Meeting ('AGM') through Video Conferencing (VC) or Other Audio Visual Means (OAVM) till 30th September, 2023 without physical presence of the Members at a common venue.
- 2. In accordance with the applicable provisions of the Act, the said circulars of MCA and SEBI and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), the 35<sup>th</sup> AGM of the Company shall be conducted through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM"), which does not require physical presence of members at a common venue. The deemed venue for the 35<sup>th</sup> AGM shall be the Registered Office of the Company. The detailed procedure for participation in the meeting through VC/OAVM is annexed hereto.
- **3.** In terms of the MCA Circulars, since the physical attendance of Members has been dispensed with, there is no requirement of appointment of proxies. Accordingly, the facility of appointment of proxies by Members under Section 105 of the Act will not be available for the 35th AGM. However, in pursuance of Section 112 and Section 113 of the Act, representatives of the Members may be appointed for the purpose of voting through remote e-Voting, for participation in the 35th AGM through Video Conferencing Facility and e-Voting during the 35th AGM.
- **4.** Body Corporates whose Authorised Representatives are intending to attend the Meeting through VC/OAVM are requested to send to the Company at insilco2@gmail.com, a certified copy of the Board Resolution authorising their representative to attend and vote on their behalf at the Meeting through e-voting or through remote e-voting.
- **5.** National Securities Depositories Limited ("NSDL") will be providing facility for voting through remote e-Voting, for participation in the 35th AGM through VC/OAVM Facility and e-Voting during the 35th AGM.
- **6.** The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Act.

- 7. In line with the MCA Circulars and SEBI Circular, the Notice of AGM along with Annual Report 2022-23 is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/ Depositories. Members may note that Notice and Annual Report for the financial year 2022-23 has been uploaded on the website of the Company at www.insilcoindia.com. The Notice can also be accessed on the website of BSE Limited at www.bseindia.com and the AGM Notice is also available on the website of NSDL at www.evoting.nsdl.com (Agency for providing the Remote e-Voting facility).
- **8.** Since the AGM will be held through VC/OAVM Facility, the Route Map is not annexed in this Notice.
- **9.** The Members can join the AGM through the VC/OAVM mode 15 minutes before the time scheduled for the commencement of the Meeting by following the procedure mentioned in the Notice. Members may note that the VC/OAVM Facility, provided by NSDL, allows participation of at least 1,000 Members on a first-come-first-served basis. The 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. will be allowed to attend the AGM without restriction on account of first come first served basis.

### **10. Voting through Electronic means**

I. Pursuant to the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended), Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India ("ICSI") and Regulation 44 of Listing Regulations read with MCA Circulars and SEBI Circulars, the Company is providing remote e-Voting facility to its Members in respect of the business to be transacted at the 35th AGM and facility for those Members participating in the 35th AGM to cast vote through e-Voting system during the 35th AGM.

### II. Instructions for Members for Remote e-Voting are as under:-

- i. The remote e-Voting period will commence on Friday, 15<sup>th</sup> September, 2023 (09:00 am IST) and end on Tuesday, 19<sup>th</sup> September, 2023 (05:00 pm IST). During this period, Members of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off datei.e., Wednesday, 13<sup>th</sup> September, 2023 may cast their vote by remote e-Voting. The remote e-Voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the Member, the Member shall not be allowed to change it subsequently.
- ii. A person who is not a Member as on the cut-off date should treat this Notice of 35th AGM for information purpose only.
- iii. The details of the process and manner for remote e-Voting are explained herein below:

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

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

### A) <u>Login method for e-Voting and joining virtual meeting for Individual</u> <u>shareholders holding securities in demat mode</u>

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.

Type of shareholders	Login Method	
Individual	1. Existing <b>IDeAS</b> user can visit the	ne e-Services website of
Shareholders holding	NSDL Viz. https://eservices.nsdl.org	<u>com</u> either on a Personal
securities in demat	Computer or on a mobile. On th	e e-Services home page
mode with NSDL.	click on the "Beneficial Owne	r" 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 wil	l be able to see e-Voting
	services under Value added services	ces. Click on "Access to
	e-Voting" under e-Voting service	s and you will be able to
	see e-Voting page. Click on com	pany name or <b>e-Voting</b>
	service provider i e NSDL and y	you will be re-directed to
	e-Voting website of NSDL for cas	ting your vote during the
	remote e-Voting period or joining	virtual meeting & voting
	during the meeting	virtual meeting & voting
	during the meeting.	
	2. If you are not registered for IDe	AS e-Services, option to
	register is available at https://ese	ervices.nsdl.com. Select
	"Register Online for IDeAS	Portal" or click at
	https://eservices.nsdl.com/SecureV	Veb/IdeasDirectReg.jsp
	2 Visit the a Vating makeits of NCD	J. On an week because her
	5. Visit the e-voting website of NSL	L. Open web browser by
	typing the following URL: <u>mtps:</u>	//www.evoting.nsdi.com/
	either on a Personal Computer o	r on a mobile. Once the
	home page of e-voting system 1	s launched, click on the
	icon "Login" which is	s 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 show	wn on the screen. After
	successful authentication, you wil	l be redirected to NSDL
	Depository site wherein you can	see e-Voting page. Click
	on company name or <b>e-Voting ser</b>	vice provider i.e. NSDL
	and you will be redirected to e-Vo	ting website of NSDL for
	casting your vote during the rer	note a Voting period or

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

	joining virtual meeting & voting during the meeting.
	4. Shareholders/Members can also download NSDL Mobile App " <b>NSDL Speede</b> " facility by scanning the QR code mentioned below for seamless voting experience.
	<b>NSDL</b> Mobile App is available on
	📫 App Store 🛛 ≽ Google Play
Individual Shareholders holding	1. Existing users who have opted for Easi / Easiest, they can
securities in demat mode with CDSL	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 <u>https://web.cdslindia.com/myeasi/home/login</u> or www.cdslindia.com and click on New System Myeasi
	2 After successful login of Essi/Essist the user will be also
	2. After successful login of East/Eastest 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.
	<ol> <li>If the user is not registered for Easi/Easiest, option to register is available at <u>https://web.cdslindia.com/myeasi/Registration/EasiRegistra</u> <u>tion</u></li> </ol>
	4. Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in <u>www.cdslindia.com</u> home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. <b>NSDL</b> where the e-Voting is in progress.

Individual Shareholders (holding securities in demat mode) login through their depository participants	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

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

### <u>Helpdesk for Individual Shareholders holding securities in demat mode for any</u> <u>technical issues related to login through Depository i.e. NSDL and CDSL.</u>

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 <u>evoting@nsdl.co.in</u> 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 <u>helpdesk.evoting@cdslindia.com</u> or contact at 022- 23058738 or 022-23058542-43.

B) Login Method for e-Voting and joining virtual meeting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

### How to Log-in to NSDL e-Voting website?

- 1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.com/</u> either on a Personal Computer or on a mobile.
- 2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
- **3.** A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen. *Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <u>https://eservices.nsdl.com/</u> 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.* 
  - Manner of holding Your User ID is: shares i.e. Demat (NSDL or CDSL) or **Physical** a) For Members who hold shares in 8 Character DP ID followed by 8 Digit demat account with NSDL. 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 16 Digit Beneficiary ID demat account with CDSL. For example if your Beneficiary ID is 12\*\*\*\*\*\*\*\*\*\* then your user ID is 12\*\*\*\*\*\*\*\*\*\*\*\* c) For Members holding shares in EVEN Number followed by Folio Physical Form. Number registered with the company For example if folio number is 001\*\*\* and EVEN is 101456 then user ID is 101456001\*\*\*
- 4. Your User ID details are given below :

- **5.** Password details for shareholders other than Individual shareholders are given below:
  - a) If you are already registered for e-Voting, then you can user your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
  - c) How to retrieve your 'initial password'?
    - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your

mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.

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

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

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

- 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 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.

**7.** Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

### **General Guidelines for shareholders**

- Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to csajay01@gmail.com with a copy marked to evoting@nsdl.co.in. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "Upload Board Resolution / Authority Letter" displayed under "e-Voting" tab in their login.
- 2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.
- 3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of <u>www.evoting.nsdl.com</u> or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request to Ms. Pallavi Mhatre, Manager NSDL at <u>evoting@nsdl.co.in</u>

# 11. 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 insilco2@gmail.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 insilco2@gmail.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 <u>evoting@nsdl.co.in</u> for procuring user id and password for e-voting by providing above mentioned documents.
- 4. <u>In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided</u> <u>by Listed Companies, Individual shareholders holding securities in demat mode</u> <u>are allowed to vote through their demat account maintained with Depositories</u>

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.

### 12. THE INSTRUCTIONS FOR MEMBERS FOR e-VOTING ON THE DAY OF THE 35th AGM ARE AS UNDER:-

- 1. The procedure for e-Voting on the day of the 35th AGM is same as the instructions mentioned above for remote e-voting.
- 2. Only those Members/ shareholders, who will be present in the 35th 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 35th AGM.
- 3. Members who have voted through Remote e-Voting will be eligible to attend the 35th AGM. However, they will not be eligible to vote at the 35th 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 35th AGM shall be the same person mentioned for Remote e-voting.

### 13. INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE 35th AGM THROUGH VC/OAVM ARE AS UNDER:

- 1. Member will be provided with a facility to attend the 35th 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 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. Members can submit questions in advance with regard to the financial statements or any other matter to be placed at the 35th AGM, from their registered email address, mentioning their name, DP ID and Client ID number/folio number and mobile number, to the Company's email address at insilco2@gmail.com atleast 48 hours in advance before the start of the meeting. Such questions by the Members shall be taken up during the meeting and replied by the Company suitably..

- 6. Members, who would like to express their views or ask questions during the AGM need to register themselves as a speaker by sending their request from their registered email address mentioning their name, DP ID and Client ID number/folio number and mobile number, to the Company's email address insilco2@gmail.com atleast 48 hours in advance before the start of the 35th AGM i.e. by 18<sup>th</sup> September, 2023 by 05:00 p.m. (IST). The Company reserves the right to restrict the number of questions and number of speakers, as appropriate for smooth conduct of the AGM.
- 7. Institutional Investors who are Members of the Company, are encouraged to attend and vote in the 35<sup>th</sup> AGM through VC/OAVM Facility

### 14. OTHER GUIDELINES FOR MEMBERS

- I. The voting rights of Members shall be in proportion to their share in the paid up equity share capital of the Company as on the cut-off date of 13<sup>th</sup> September, 2023
- II. 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 send through e-mail and holding shares as of the cut-off date i.e., Wednesday, 13<sup>th</sup> September, 2023 may obtain the login ID and password by sending a request at <u>evoting@nsdl.co.in</u>. 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, may follow steps mentioned in the Notice of the AGM under "Access to NSDL e-Voting system."
- III. 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 only shall be entitled to avail the facility of remote e-Voting or casting vote through e-Voting system during the meeting.
- IV. Mr. Ajay Kumar Prajapati, Proprietor of M/s APK & Associates, Practicing Company Secretary, has been appointed as the Scrutinizer to scrutinize the remote e-Voting process and casting vote through the e-Voting system during the meeting in a fair and transparent manner.
- V. The Scrutinizer shall after the conclusion of e-Voting at the 35th AGM, first download the votes cast at the AGM and thereafter unblock the votes cast through remote e-Voting and shall make a consolidated scrutinizer's report of the total votes cast in favour or against, invalid votes, if any, and whether the resolution has been carried or not, and such Report shall then be sent to the Chairman or a person authorized by him, within two working days from the conclusion of the 35th AGM, who shall then countersign and declare the result of the voting forthwith.

- VI. The Results declared along with the report of the Scrutinizer shall be placed on the website of the Company at www.insilcoindia.com and on the website of NSDL at www.evoting.nsdl.com immediately after the declaration of Results by the Chairman or a person authorized by him. The Company shall also simultaneously forward the results to the Bombay Stock Exchange where the equity shares of the Company are listed.
- 15. Pursuant to the MCA Circulars and SEBI Circular, Notice of the 35th AGM and the Annual Report including therein the Audited Financial Statements, are being sent only by email to the Members. Therefore, those Members, whose email address is not registered with the Company or with their respective Depository Participant/s, and who wish to receive the Notice of the 35th AGM and the Annual Report and all other communication sent by the Company, from time to time, can get their email address registered by following the steps as given below:-
  - I. For Members holding shares in physical form, please send scan copy of a signed request letter mentioning your name, folio number, complete address, email address to be registered along with scanned self attested copy of the PAN and self attested copy of any document (such as Driving Licence, Passport, Bank Statement, AADHAR) supporting the registered address of the Member, by email to the Company's email address.
  - II. For the Members holding shares in demat form, please update your email address through your respective Depository Participant/s.
  - III. If there is any change in the e-mail ID already registered with the Company / RTA, Members are requested to immediately notify such change to the Company at Company's email address insilco2@gmail.com in respect of shares held in physical form and to DPs in respect of shares held in electronic form.
- 16. The Register of Members and Share Transfer books of the Company will remain closed for a period of 7 days from 14th September, 2023 to 20<sup>th</sup> September, 2023 (both days inclusive) in terms of Section 91 of the Companies Act, 2013.
- 17. During the 35th AGM, Members may access the scanned copy of Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act and the Register of Contracts and Arrangements in which Directors are interested maintained under Section 189 of the Act, upon Log-in to NSDL e-Voting system at https://www.evoting.nsdl.com.
- 18. Under the provisions of Section 72 of the Companies Act, 2013, shareholder(s) is/are entitled to nominate in the prescribed manner, a person to whom his/her/ their shares in the Company, shall vest in the event of his/her/their death. Members who are holding shares in physical form and are interested in availing this nomination facility are requested to write to the Company.
- 19. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any Member as soon as possible. Members are also advised to not leave their demat account(s)

dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified from time to time.

- 20. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company.
- 21. In terms of the Listing Regulations, securities of listed companies can only be transferred in dematerialized form with effect from 1<sup>st</sup> April 2019. In view of the above, Members are advised to dematerialize shares held by them in physical form.
- 22. As required under sub-regulation (3) of Regulation 36 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2014 (hereinafter in this report referred as "Listing Regulations") and Secretarial Standard on General Meeting (SS-2) of ICSI, the particulars of the Director seeking appointment/re-appointment at the 35th AGM are given in the **Annexure-A**, and it forms integral part of the Notice of the 35th AGM.

### For and on behalf of Insilco Limited (Under Voluntary Liquidation)

Sd/-Geetika Varshney Company Secretary M.No. A53579

Place: Palwal, Haryana Date : 21<sup>st</sup> August 2023

# Details of the Directors seeking appointment / re-appointment at the 35<sup>th</sup> AGM (Pursuant to Clause 36 of Listing Regulations)

Date of Birth	23 <sup>rd</sup> March 1961
Date of First Appointment on the Board	4 <sup>th</sup> August 2016
Qualifications	Master of Business Administration (University of Krems), Postgraduate course of Business Administration and Law (Technical University of Vienna) and Course on Plastics Technology (Montanistic University of Leoben).
Expertise in specific functional area	Approx. 36 years of versatile experience with expertise in production and engineering. He is serving Evonik since 2001 in various important roles and currently designated as Senior Vice President Production and Technology Silica at Evonik Operations GmbH. Before Evonik, he has served various corporates with functional area including Head of project for technological and market possibilities of new cellulosic products, global search for cooperation partners and Technical Director for Production of Polyester films and sheets.
Directorships in other listed companies	NIL
Memberships / Chairmanships of Committees in other listed Companies	NIL
Memberships / Chairmanships of Committees in the Company	Member-Nomination and Remuneration Committee
Shareholding, if any, in the Company	NIL
Disclosure of relationship between Directors inter-se	Not related to any director of the Company

Name of the Director : Mr. Christian Schlossnikl

For and on behalf of Insilco Limited (Under Voluntary Liquidation)

> Sd/-Geetika Varshney Company Secretary M.No. A53579

Place: Palwal, Haryana Date : 21<sup>st</sup> August 2023