



THE ALL INDIA PLASTICS MANUFACTURERS' ASSOCIATION

AIPMA House, A-52, Road No. 1, M.I.D.C., Marol, Andheri (E), Mumbai- 400 093, India

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E-MAIL: office@aipma.net Website: www.aipma.net

Date: 2nd September, 2022

To:

All the Members of the Association

NOTICE

Notice is hereby given that the 76th Annual General Meeting of the Association will be held on **Wednesday, the 28th of September, 2022** at 4.30 pm at the Registered office of the Association situated on Plot A-52, Road No. 1, MIDC, Opp. Marol Depot, Andheri East, Mumbai - 400 093 or through Video Conferencing (VC) or other audio visual means (OAVM) in compliance with applicable provisions of the Companies Act 2013 read with General Circular No. 20/2020 dated 5th May, 2020 issued by the Government of India, Ministry of Corporate Affairs regarding 'Clarification on holding of Annual General Meeting (AGM) through video conferencing (VC) or other audio visual means (OAVM)' to consider and transact the following business.

M/s. KFin Technologies Limited (KFintech), Hyderabad – 500 032 has been appointed to facilitate electronic platform for e-voting who will provide meeting link for the said AGM.

Members are requested to make it convenient to attend the meeting.

A G E N D A

Ordinary Business:

1. To receive, consider and adopt the 76th Annual Report and Audited Statement of Accounts & Balance Sheet for the year ended 31st March, 2022 of the Association (AIPMA). (Queries on Accounts, if any, may be sent to the Secretariat in writing 7 days prior to meeting).
2. To appoint Statutory Auditors of the Association to hold office from the conclusion of this 76th Annual General Meeting until the conclusion of the 77th Annual General Meeting and authorize the Managing Committee to fix their remuneration.

sd/-

Mayur D. Shah

Senior Vice President

Uploaded at www.aipma.net

- i. 76th Annual Report and Statement of Accounts & Balance Sheet as on 31st March 2022.
- ii. Activities Report.

Note:

1. a) The meeting will commence at 4.30 pm and will be adjourned for 30 minutes in case of want of quorum and re-convened at 5.00 pm with or without quorum, at the same time.
b) Any queries regarding the Agenda may please be sent to Secretariat 7 days prior to the 76th AGM date.

2. Voting through electronic means

- i. In terms of the provisions of Section 108 of the Companies Act, 2013 (the Act) read with Rule 20 of the Companies (Management and Administration) Amendment Rules, 2015 (the Rules), (as amended from time to time), AIPMA is providing e-voting facility to the members who are the members as on 21st September, 2022 (End of Day) being the "Cut-off Date" fixed for the purpose, to exercise their right to vote at the 76th Annual General Meeting by electronic means through the e-voting platform provided by M/s. KFin Technologies Limited (KFintech) Members may transact the business through voting by electronic means.
- ii. The e-voting period commences on Sunday the 25th September, 2022 (9:00 am) and ends on Tuesday, the 27th September, 2022 (5:00 pm). During the e-voting period, members of AIPMA may cast their votes electronically. The e-voting module shall be disabled by M/s.KFin Technologies Limited for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently or cast vote again.

- iii. The facility for voting, shall be available only through electronic voting system at the meeting and members attending the meeting who have not already cast their vote by remote e-voting shall be able to exercise their right of e-voting at the meeting upto 2.30 pm.
- iv. The members who have cast their vote by remote e-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.
- v. 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 Downloads section of www.evoting.KFintech.com
- vi. If you are already registered with M/s. KFin Technologies Limited for e-voting then you can use your existing user ID and password/PIN for casting your vote.
- vii. You can also update your mobile number and e-mail Id in the user profile details of the folio which may be used for sending future communication(s).

3. Voting at AGM

The Members who have not cast their vote electronically through remote e-voting can exercise their e-voting rights at the 76th Annual General Meeting. M/s. KFin Technologies Limited will provide e-voting facility upto 2.30 pm. on the meeting day.

4. General Instructions:

- i. Members who have not voted as on the cut-off date i.e. 21st September, 2022 shall be entitled to vote only through e-voting on 28th September, 2022 i.e. on the 76th AGM date at the meeting from 9.00 am to 2.30 pm. Members may participate in the 76th Annual General Meeting even after exercising right to vote through e-voting as above but shall not be allowed to vote again at the meeting.
- ii. The Notice of 76th Annual General Meeting is being uploaded at www.aipma.net and also published in local Newspapers (Free Press Journal & Navshakti) for information of the members of AIPMA as on 31st August, 2022 and 5th September, 2022.

User ID and password for e-voting is sent by the email to members whose email IDs are available by M/s. KFin Technologies Limited. Members whose name is recorded in the register of members as on "Cut-off" date only shall be entitled to avail the facility of remote e-voting or e-voting at the 76th Annual General Meeting, as the case may be. Members who become members of AIPMA or paid their subscriptions and eligible to vote as on cut-off date may obtain the User ID and Password for e-voting by sending email intimating membership no. at evoting@KFintech.com. Members who have not registered their email IDs may send an email to office@aipma.net to obtain voting ID and Password.

- iii. The Managing Committee has appointed Shri Anand Modi (Membership No. LAIW-00278) as the Scrutinizer to scrutinize e-voting process and voting at the meeting of the 76th Annual General Meeting in a fair and transparent manner, and to ascertain requisite majority.
- iv. The Scrutinizer will immediately after the conclusion of e-voting on 27th September, 2022 will first count the e-votes cast and add with the e-votes cast on 28th September, 2022 e-voting after unblocking the e-votes, in the presence of at least two (2) witnesses not in the employment of the Association and a consolidated scrutinizer's report of the total votes cast, will be given to the Chairman of 76th Annual General Meeting who shall countersign the same.
- v. On any dispute arising from the Election, the decision of the Scrutinizer shall be final.
- vi. The scrutinizer will submit his report to the Chairman of 76th Annual General Meeting, who shall declare the result of the e-votings. The Results shall be declared on 28th September, 2022 during the 76th Annual General Meeting of the Association. The Results declared along with the Scrutinizer's Report shall be placed on the website of the Association www.aipma.net. The resolution shall be deemed to be passed at the 76th Annual General Meeting of the Association scheduled to be held on 28th September, 2022.

Instructions and other information relating to remote-voting provided by M/s. KFin Technologies Limited are as under:

1 In case a member receives an email from M/s. KFin Technologies Limited

[for Members whose email IDs are registered with the Association]:

- i. Launch internet browser by typing the URL: <https://evoting.KFintech.com>
- ii. Enter the login credentials (i.e. User ID and password mentioned overleaf). Your Membership No. will be your User ID. If required, please visit <https://evoting.KFintech.com> or contact toll free number 1-800-3454-001 for your password.
- iii. After entering these details appropriately, click on "LOGIN".
- iv. On successful login, the system will prompt you to select the E-Voting Event Number for **The All India Plastics**

Manufacturers' Association (AIPMA)

- v. On the voting page tick mark against the appropriate Box Yes / No ☐. In case you do not cast your vote by not tick marking against any of the boxes, and submit/register your vote, the same will be considered as your abstaining from voting.
 - vi. Members holding multiple membership will necessarily have to cast the votes separately for each of the memberships / User ID.
 - vii. Wherever there are more than 1 item on the Agenda, voting has to be done for each item of the Notice separately. In case you do not desire to cast your vote on any specific item it will be treated as abstained.
 - viii. You may then cast your vote by selecting an appropriate option and click on **"Submit"**.
 - ix. A confirmation box will be displayed. Click "OK" to confirm or else "CANCEL" to modify. Once you confirm, you will not be allowed to modify your vote. During the voting period, Members can login any number of times till they have voted on the AGENDA and/or Resolution(s).
2. Once the vote on an AGENDA and/or Resolution is cast by a Member, the Member shall not be allowed to change it subsequently.
 3. The facility for voting through paper voting system shall NOT be made available at the 76th Annual General Meeting (the "meeting") and the members attending the Meeting who have not cast their vote by remote e-voting shall be able to cast their e-voting online on the meeting date.
 4. The members who have cast their vote by remote e-voting may also attend the Meeting but shall not be entitled to cast their vote again.
 5. The Managing Committee of AIPMA has appointed Shri Anand Modi (Membership No. LAIW-00278) as a Scrutinizer to scrutinize the e-voting process in a fair and transparent manner and he has communicated his willingness to be appointed and will be available for the said purpose.
 6. A person whose name is recorded in the register of members and paid their membership fee as on 21st September, 2022 only shall be entitled to avail the facility of remote e-voting.
 7. Any person who becomes a member of the Association after releasing the Notice of the Meeting and prior to the cut-off date i.e. 21st September, 2022, may obtain the User ID and password in the manner as mentioned below:
 - i. If the mobile number of the member is registered against Membership No., the member may send SMS____<space> E-voting
 - a. Event Number + Membership No. to XXXXXXXXX (given by Kfintech)
 - ii. If e-mail address or mobile number of the member is registered against Membership No., then only the home page of <https://evoting.KFintech.com> will open, the member may click "Forgot Password" and enter Membership No. and PAN to generate password.
 - iii. Member may call KFintech's toll free number 1-800-3454-001
 - iv. Member may send an email request to evoting@KFintech.com
 8. Subject to receipt of requisite number of votes, the Resolutions shall be deemed to be passed on the date of the Meeting i.e. 28th September, 2022.
 9. In case of any query pertaining to e-voting, please visit help and FAQ's section available at KFintech's website <https://evoting.KFintech.com>.
 10. The Scrutinizer, after scrutinizing the e-votes cast at the Meeting and through remote e-voting, shall make a consolidated scrutinizer's report and submit the same to the Chairman. The results declared along with the consolidated scrutinizer's report shall be placed on the website of the Association i.e. www.aipma.net.

Members may please note that the password issued to him / her for purposes of E-voting is personal to the Association Member to whom the password is issued and that the Association Member should exercise his/her vote personally on e-voting platform made available by the Association.