

#### Dr. Agarwal's Eye Hospital Limited

Regd Office: 3rd Floor, Buhari Towers, No.4, Moores Road Off Greams Road, Chennai- 600 006 CIN: L85110TN1994PLC027366

Website: https://www.dragarwal.com/, Email: investor@dragarwal.com/

## NOTICE OF POSTAL BALLOT (Pursuant to Section 108 and 110 of the Companies Act, 2013)

Dear Member(s)

NOTICE is hereby given pursuant to Section 108 and 110, and other applicable provisions of the Companies Act, 2013 (the Act), read together with the Companies (Management and Administration) Rules, 2014, as amended ("the Management Rules"), General Circular Nos. 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 5, 2020, 22/2020 dated June 15, 2020, 33/2020 dated September 28, 2020, 39/2020 dated December 31, 2020, 10/2021 dated June 23, 2021, 20/2021 dated December 8, 2021, 3/2022 dated May 5, 2022, 11/2022 dated December 28, 2022, 09/2023 dated September 25, 2023 and 09/2024 dated September 19, 2024, issued by the Ministry of Corporate Affairs, Government of India ("the MCA Circulars"), Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India ("SS-2") and any other applicable law, rules, circulars, notifications and regulations (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), that the resolution appended below, be passed by the members of the Company (as on the Cut-off Date), through postal ballot ("the Postal Ballot") only by way of remote e-voting ("e-voting") for the following **Special Resolution**:

1. Appointment of Mr. Shiv Agrawal (DIN: 00040199) as an Independent Director of the Company.

An Explanatory Statement pertaining to the said resolution setting out the material facts and the reasons / rationale thereof form part of this Postal Ballot Notice" or "the Postal Ballot Notice").

In terms of the resolution of the Board of Directors passed at their meeting held on October 29, 2024, pursuant to Rule 22(5) of the Management Rules, Mr. Subramanian Chandrasekar, Practising Company Secretary, Chennai, has been appointed as the Scrutinizer ("Scrutinizer"), for conducting the voting by Postal Ballot through electronic means in a fair and transparent manner.

The detailed procedure with respect to e-voting is mentioned in this Notice. The Company has engaged the Central Depository Services (India) Limited ("CDSL") for facilitating e-voting.

Members desiring to exercise their votes are requested to carefully read the instructions indicated in this Notice and record their assent (FOR) or dissent (AGAINST) by following the procedure as stated in the Notes forming part of the Notice.

The e-voting facility will be available during the following period:

| Commencement of e-voting period      | Saturday, November 02, 2024 at (9:00 AM) IST |
|--------------------------------------|--|
| Conclusion of e-voting period        | Sunday, December 01, 2024 at (5:00 PM) IST   |
| Cut-off date for eligibility to vote | Thursday, October 31, 2024                   |

The e-voting facility will be disabled by CDSL immediately after 5.00 p.m. IST on Sunday, December 01, 2024, and will be disallowed thereafter. The last date of e-Voting, i.e., Sunday, December 01, 2024, will be taken to be the date of passing of the resolutions in this Notice.

After completion of the scrutiny of voting, the Scrutinizer will submit his report on the results to the Chairman of the Company or any person authorized by him. The results will be announced by the Chairman or any other Director of the Company, on or before Tuesday, December 03, 2024 by placing it along with the Scrutinizer's Report on the Company's website www.dragarwal.com, the website of the Agency (CDSL) and communicated to the BSE Ltd ("Stock Exchange") as required under the relevant law.

#### **SPECIAL BUSINESS**

1. Appointment of Mr. Shiv Agrawal (DIN: 00040199) as a Non-Executive Independent Director To consider and if thought fit, to give assent/dissent to the following as a Special Resolution:

"RESOLVED THAT pursuant to the provisions of Section 149, 152, 160 of the Companies Act, 2013 ("the Act") read with Schedule IV and other applicable provisions of the Act, and the Companies (Appointment and Qualification of Directors) Rules, 2014 and the applicable provisions of the Act and the rules made thereunder and the provisions of the Securities and Exchange Board of India (Listing obligation and Disclosure Requirements) Regulation, 2015 (hereinafter referred to as 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 the Board of Directors, consent of the shareholders is hereby accorded for the appointment of Mr. Shiv Agrawal (DIN: 00040199), who was appointed as an Additional Director in the category of Independent Director with effect from September 06, 2024 and who holds the said office pursuant to the provisions of Section 161 of the Companies Act, 2013 and who has submitted a declaration confirming that he meets the criteria of independence as provided in Section 149(6) of the Act and Regulation 16(1)(b) of the Listing Regulations and who is eligible for appointment under the relevant provisions of the Act and in respect of whom the Company has received a notice in writing under Section 160 of the Act from a member proposing his candidature for the office of Director, as an Independent Director of the Company, not liable to retire by rotation, and to hold office for a term of 5 (five) consecutive years, from September 06, 2024 to September 05, 2029.

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

By order of the Board For Dr. Agarwal's Eye Hospital Ltd.

Sd/-

Dr. Amar Agarwal Chairman cum Managing Director

DIN: 00435684

Place: Chennai

Date: October 29, 2024

#### **NOTES:**

- 1. This Notice is being sent only in electronic form, in accordance with the relaxation granted by the Ministry of Corporate Affairs vide Circular 09/2024 dated September 19, 2024, to all the shareholders whose names appear on the Register of Members / list of Beneficial Owners as received from National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited (CDSL) as at the close of business hours on **Thursday, October 31, 2024** and who have registered their email id with the Company / Depository Participants.
- 2. The Notice has also been placed on the Company's website viz., <a href="https://www.dragarwal.com/for-investors-dr-agarwals-eye-hospital-ltd-new/">https://www.dragarwal.com/for-investors-dr-agarwals-eye-hospital-ltd-new/</a> and CDSL website viz., <a href="https://www.evotingindia.com/">https://www.evotingindia.com/</a> for use by the Members.
- 3. The Postal Ballot facility through e-Voting is being provided to the Members in accordance with the provisions of Sections 108 and 110 of the Act read with Rules 20 and 22 of Companies (Management and Administration) Rules, 2014 ("Rules") thereunder and Regulation 44 of the SEBI Listing Regulations, 2015, read with the relevant Circulars.
- 4. Members requiring any clarification may contact the Company Secretary at the registered office of the Company at the address given above or through e-mail viz., investor@dragarwal.com or the RTA of the Company through email viz., <a href="mailto:einward@integratedindia.in">einward@integratedindia.in</a>.
- 5. The resolution passed by the members through postal ballot are deemed to have been passed as if they are passed at a general meeting of the members.
- 6. Grievances, if any, connected with e-Voting may be addressed to Mr. Rakesh Dalvi, Sr. Manager, Central Depository Services (India) Limited (CDSL), A Wing, 25th Floor, Marathon Futurex, Mafatlal Mills Compound, N M Joshi Marg, Lower Parel (East), Mumbai 400013 or send an email to helpdesk.evoting@cdslindia.com or call on Toll Free No.: 1800 22 55 33.
- 7. Non-Individual Members shall make sure that the Power of Attorney or as the case may be certified copy of the Board Resolution to exercise the voting on behalf of the entity has been duly registered or provided to the Scrutinizers through email to <a href="mailto:cschandrasekar2015@gmail.com">cschandrasekar2015@gmail.com</a> while casting their vote for the proposals covered under this notice.
- 8. Members holding shares in electronic mode, who have not registered their email addresses are requested to register their email addresses with their respective Depository Participant (DP). Members holding shares in physical mode and who have not updated their email addresses with the Company are requested to update their email addresses by writing to the RTA at <a href="einward@integratedindia.in">einward@integratedindia.in</a>.
- 9. SEBI has mandated the submission of PAN, KYC details and nomination by holders of physical securities and linking PAN with Aadhaar vide its circulars dated March 16, 2023, and November 17, 2023. Shareholders are requested to submit their PAN, KYC and nomination details to the Company's RTA Integrated Registry Management Services Private Limited. The forms for updating the same are available at the website of the Company at <a href="www.dragarwal.com/for-investors/">www.dragarwal.com/for-investors/</a>. In case of any queries / difficulties in registering the e-mail address, Members may write to <a href="mailto:investor@dragarwal.com/for-investor@dragarwal.co

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

Board of Directors vide a resolution passed by circulation on September 06, 2024, considered and approved the appointment of Mr. Shiv Agrawal (DIN: 00040199), as an Additional Director in the category of Independent Director, not liable to retire by rotation, with effect from September 06, 2024, for a consecutive period of five years, based on the recommendation of Nomination and Remuneration Committee (NRC) subject to approval of the shareholders in terms of the provisions of Section 161 of the Companies Act, 2013 and rules made thereunder. The Company has also received a proposal for his appointment as a Director of the Company under Section 160 (1) of the Act.

The profile and specific areas of expertise of Mr. Shiv Agrawal are given below. Mr. Shiv Agrawal has given his declaration to the Board that he meets the criteria of independence as provided under Section 149(6) of the Act and Regulation 16(1)(b) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('Listing Regulations'), and is not restrained from acting as a Director under any order passed by the Securities and Exchange Board of India or any such authority and is eligible to be appointed as a Director in terms of Section 164 of the Act. He has also given his consent to act as a Director. In the opinion of the Board, Mr. Shiv Agrawal is a person of integrity, possesses the relevant expertise/experience, and fulfils the conditions specified in the Act and the Listing Regulations for appointment as an Independent Director and he is independent of the management. In terms of Regulation 25(8) of Listing Regulations, Mr. Shiv Agrawal has confirmed that he is not aware of any circumstance or situation that exists or may be reasonably anticipated that could impair or impact his ability to discharge his duties.

Mr. Shiv Agrawal doesn't have any pecuniary relationship with the Company directly or indirectly, other than the remuneration (in terms of sitting fees) he may receive as a non-executive Independent Director of the Company.

Given his experience, the Board considers it desirable and in the interest of the Company to have Mr. Shiv Agrawal on the Board of the Company and accordingly the Board recommends the appointment of Mr. Shiv Agrawal as an Independent Director as proposed in the Resolution no. 1 for approval by the Members as a special resolution.

Except for Mr. Shiv Agrawal and/or his relatives, no other Directors, Key Managerial Personnel, or their respective relatives are, in any way, concerned or interested, financially or otherwise, in the said resolution. Disclosures, as required under Regulation 36(3) of the Listing Regulations and Secretarial Standard-2 on General Meetings issued by the Institute of Company Secretaries of India, are given below.

The terms and condition of appointment of the Independent Directors are uploaded on the website of the Company https://www.dragarwal.com/forinvestors/

# DETAILS PURSUANT TO REGULATION 36 (3) OF THE LISITNG REGULATIONS AND SECRETARIAL STANDARDS ON GENERAL MEETINGS (SS-2) ISSUED BY THE INSTITUTE OF COMPANY SECRETARIES OF INDIA

| Name of Director                                    | Mr. Shiv Agrawal   |
|---|--|
| DIN   | 00040199   |
| Date of Birth                                       | July 29, 1974  |
| Nationality   | Indian   |
| Date of first appointment on the<br>Board           | September 06, 2024   |
| Qualifications                                      | Mr. Shiv Agrawal holds a master's degree in business administration from the London Business School. He is   |
| Brief resume  | currently the Managing Director of ABC Consultants and has been associated with ABC Consultants for past 18 years. Mr.   |
| Experience/expertise in specific<br>functional area | Shiv Agrawal is a second-generation entrepreneur and initially joined ABC Consultants in the Consumer & Services vertical. He took over as CEO in 2005, and was an integral part of the team that oversaw a successful JV with Manpower Inc. He subsequently moved the firm from a single service to a multiproduct one and launched five new business lines over the next 15 years. He has over 25 years of experience in the executive |

|   | search and selection industry. He is a Founder and Sponsor at<br>Ashoka University.   |
|---|---|
| No. of shares held in the Company, including shareholding as a beneficial owner   | Nil   |
| In case of independent directors, the skills and capabilities required for the role and the manner in which the proposed person meets such requirements | Based on the evaluation, the Nomination and Remuneration<br>Committee felt that he possesses the skills and expertise in<br>business leadership, strategic planning and human resource<br>management and meets the skills and capabilities required for<br>this role. |
| List of Directorships held in other companies including listed entities   | A B C Consultants Private Limited     Quetzal Online Private Limited     BPA Associates Management Private Limited  |
| No. of board meetings attended during the year  | 1   |
| Relationship between director inter-se and other key managerial personnel of the company  | Nil   |
| Terms and conditions of appointment   | Not liable to retire by rotation  |

By order of the Board For Dr. Agarwal's Eye Hospital Ltd.

Sd/-

Dr. Amar Agarwal Chairman cum Managing Director

DIN: 00435684

Place: Chennai

Date: October 29, 2024

#### THE INSTRUCTIONS TO SHAREHOLDERS FOR POSTAL BALLOT THROUGH E-VOTING

- (i) The voting period begins on Saturday, November 02, 2024 at (9:00 AM) IST and ends on Sunday, December 01, 2024 at (5:00 PM) IST. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) October 31, 2024, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/ retail shareholders is at a negligible level. Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders. In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

### Step 1: Access through Depositories CDSL/NSDL e-Voting system in case of individual shareholders holding shares in demat mode.

(iii) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 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 Shareholders holding securities in Demat mode with CDSL Depository   | 1) Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login to Easi / Easiest are requested to visit code website www.cdslindia.com and click on login icon & New System Myeasi Tab.   |
|   | 2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' websit directly.   |
|   | 3) If the user is not registered for Easi/Easiest, option to register is available at cds website www.cdslindia.com and click on login & New System Myeasi Tab and the click on registration option.  |
|   | 4) Alternatively, the user can directly access e-Voting page by providing Dema Account Number and PAN No. from a e-Voting link available on www. cdslindia.con 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 able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.   |
| holding securities in demat mode with NSDL Depository  Services website of NSDL. Open web broth the https://eservices.nsdl.com either on a Person home page of e-Services is launched, click on the which is available under 'IDeAS' section. A nenter your User ID and Password. After such to see e-Voting services. Click on "Access the you will be able to see e-Voting page. Click of provider name and you will be re-directed to casting your vote during the remote e-Voting voting during the meeting.  2) If the user is not registered for IDeavailable at https://eservices.nsdl.com. Selevor click at https://eservices.nsdl.com/SecureW.  3) Visit the e-Voting website of NSDL. | 1) If you are already registered for NSDL IDeAS facility, please visit the e Services website of NSDL. Open web browser by typing the following URL https://eservices.nsdl.com either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. |
|   | 2) If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select "Register Online for IDeAS "Porta or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp  |
|   | 3) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a  |

following URL: https://www.evoting.nsdl.com/ 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 e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting

| Type of shareholders         | Login Method  |
|------------------------------|---|
| Individual Shareholders      | You can also login using the login credentials of your demat account through your           |
| (holding securities in demat | Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful    |
| mode) login through their    | login, you will be able to see e-Voting option. Once you click on e-Voting option, you will |
| Depository Participants (DP) | 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            |
|                              | name and you will be redirected to e-Voting service provider website 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. CDSL and NSDL

| Login type              | Helpdesk details   |
|-------------------------|--|
| in Demat mode with CDSL | Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 21 09911 |
|                         | Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at : 022 - 4886 7000 and 022 - 2499 7000      |

### Step 2: Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode.

- (i) Login method for e-Voting and joining virtual meetings for Physical shareholders and shareholders other than individual holding in Demat form
- 1) The shareholders should log on to the e-voting website www.evotingindia.com.
- 2) Click on "Shareholders" module.
- 3) Now enter your User ID
- a. For CDSL: 16 digits beneficiary ID,
- b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID
- c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
  - 4) Next enter the Image Verification as displayed and Click on Login.
  - 5) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.
  - 6) If you are a first-time user follow the steps given below:

|     | For Physical shareholders and other than individual shareholders holding  |
|-----|---|
|     | shares in Demat.  |
|     | Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department  |
|     | (Applicable for both demat shareholders as well as physical shareholders)   |
| PAN | <ul> <li>Shareholders who have not updated their PAN with the Company/<br/>Depository Participant are requested to use the sequence number sent by<br/>Company/RTA or contact Company/RTA.</li> </ul> |

| Dividend Bank Details OR |
|--------------------------|
| Date of Birth (DOB)      |

Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.

- If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field.
- (ii) After entering these details appropriately, click on "SUBMIT" tab.
- (iii) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (iv) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (v) Click on the EVSN for the relevant Dr. Agarwal's Eye Hospital Limited on which you choose to vote.
- (vi) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (vii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (viii) After selecting the resolution, you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- (ix) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (x) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xi) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xii) There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.

#### (xiii) Additional Facility for Non – Individual Shareholders and Custodians – For Remote Voting only.

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to www.evotingindia.com and register themselves in the "Corporates" module.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
- After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.

- The list of accounts linked in the login will be mapped automatically & can be delink in case of any wrong mapping.
- It is Mandatory that, a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- Alternatively Non Individual shareholders are required mandatory to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer at <a href="mailto:cschandrasekar2015@gmail.com">cschandrasekar2015@gmail.com</a> and to the Company at the email address viz; <a href="mailto:investor@dragarwal.com">investor@dragarwal.com</a> (designated email address by company), if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

# PROCESS FOR THOSE MEMBERS WHOSE E-MAIL ADDRESSES ARE NOT REGISTERED WITH THE DEPOSITORIES / RTA / COMPANY FOR OBTAINING LOGIN CREDENTIALS FOR E-VOTING FOR THE RESOLUTIONS PROPOSED IN THIS NOTICE:

- 1. For Physical shareholders- Please provide necessary details like 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) along with Form ISR-1 and its supporting documents by email to einward@integratedindia.in
- 2. For Demat shareholders Please update your email id & mobile no. with your respective Depository Participant (DP)
- 3. For Individual Demat shareholders Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting & joining virtual meetings through Depository.

If you have any queries or issues regarding e-Voting from the CDSL e-Voting System, you can write an email to helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 21 09911.

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Sr. Manager, (CDSL, ) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to <a href="helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or call at toll free no. 1800 21 09911.