

**ELANTAS Beck India Ltd.**

147 Mumbai-Pune Road, Pimpri, Pune 411018, India

To,  
Bombay Stock Exchange Ltd.  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400 001  
Scrip Code: 500123

**Subject: Notice of 68<sup>th</sup> (Sixty Eighth) Annual General Meeting of the Company**

Dear Sir/ Madam,

We wish to inform that, the 68<sup>th</sup> (Sixty Eighth) Annual General Meeting (“AGM”) of ELANTAS Beck India Limited is scheduled to be held on Tuesday, 07<sup>th</sup> May, 2024 at 10.30 a.m. (IST), through Video Conferencing (“VC”) or Other Audio-Visual Means (“OAVM”).

We are submitting herewith the notice of 68<sup>th</sup> (Sixty Eighth) AGM of the Company, which is being sent to the Members, whose email addresses are registered with the Company / Registrar and Share Transfer Agent (“RTA”) / their respective Depository Participants (“DP”), through electronic mode.

Please note that the said notice of the 68<sup>th</sup> (Sixty Eighth) AGM of the Company, is available on the website of the Company at <https://www.elantas.com/beck-india.html>.

You are requested to kindly take the above on your records.

Thanking you,

Yours faithfully,

For ELANTAS Beck India Ltd.



**Ashutosh Kulkarni**  
**Head-Legal & Company Secretary**  
**Membership No: A18549**

Encl - As above

**Date**

13-04-2024

**Page**

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**Your contact**

Ashutosh Kulkarni

**Tel (direct)**

+91 20 67190606

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**ELANTAS Beck India Ltd.**

147 Mumbai-Pune Road  
Pimpri  
Pune 411018, India  
Tel +91 20 67190600  
Fax +91 20 67190792  
www.elantas.com

**Registered**

Registered Office:  
147 Mumbai-Pune Road,  
Pimpri, Pune 411018, India  
CIN: L24222PN1956PLC134746

## NOTICE

**NOTICE** is hereby given that the Sixty-Eighth (68<sup>th</sup>) Annual General Meeting (“AGM” or “Meeting”) of the Members of ELANTAS Beck India Limited (“the Company”) will be held on **Tuesday, 7<sup>th</sup> May, 2024** at 10.30 a.m. (IST) through Video Conference (“VC”) / Other Audio-Visual Means (“OAVM”), to transact the following items of business:

### ORDINARY BUSINESS:

**1. Adoption of Audited Financial Statements**

To receive, consider, approve and adopt the Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup> December, 2023 along with the Reports of the Board of Directors and the Statutory Auditors thereon.

**2. Declaration of Dividend**

To declare a dividend of ₹ 5 per equity share for the financial year ended on 31<sup>st</sup> December, 2023.

**3. Re-appointment of Mr. Ravindra Kumar (DIN: 06755402) as a Director liable to retire by rotation**

To appoint a Director in place of Mr. Ravindra Kumar (DIN: 06755402) who retires by rotation and being eligible, offers himself for re-appointment.

### SPECIAL BUSINESS:

**4. To ratify the remuneration of Dhananjay V. Joshi & Associates, the Cost Auditors for the financial year ending on 31<sup>st</sup> December, 2023**

To consider, and, if thought fit, to pass with or without modification, the following resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provisions of Section 148(3) and all other applicable provisions of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 including any statutory modification(s) or re-enactment thereof, if any, for the time being in force, the remuneration not exceeding ₹ 1,75,000 (Rupees One Lakh Seventy-Five Thousand Only) as Audit fees plus out of pocket expenses at actuals plus applicable taxes, payable to Dhananjay V. Joshi & Associates, Cost Accountants, Pune (Firm Registration No. 000030) appointed by the Board of Directors as Cost Auditors of the Company, to conduct the audit of the cost records of the Company for the financial year ending on 31<sup>st</sup> December, 2023 be and is hereby ratified, approved and confirmed.

**RESOLVED FURTHER THAT** the Board be and is hereby authorized to do all such acts, matters, deeds and things and give such directions as may be considered, proper, necessary, relevant, usual, customary and/or expedient to give effect to this Resolution."

By order of the Board of Directors

**Ashutosh Kulkarni**  
**Head Legal - Company Secretary & Compliance Officer**  
**(Mem. No.: A18549)**

Place: Mumbai  
Date: 20<sup>th</sup> February, 2024  
ELANTAS Beck India Limited  
CIN: L24222PN1956PLC134746  
Registered Office:  
147, Mumbai - Pune Road, Pimpri,  
Pune 411018, Maharashtra, India  
Tel: (020) 67190605  
[CS.Elantas.Beck.India@altana.com](mailto:CS.Elantas.Beck.India@altana.com)  
<https://www.elantas.com/beck-india>

**NOTES**

1. The Ministry of Corporate Affairs, Government of India (“MCA”) has vide its circular No. 9/2023 dated 25<sup>th</sup> September, 2023, read with circulars dated, 8<sup>th</sup> April, 2020, 13<sup>th</sup> April, 2020, , 5<sup>th</sup> May, 2020, 13<sup>th</sup> January, 2021, 8<sup>th</sup> December, 2021, 14<sup>th</sup> December, 2021, 28<sup>th</sup> December, 2022 and 25<sup>th</sup> September, 2023 (collectively referred to as “MCA Circulars”) and Circulars dated 12<sup>th</sup> May, 2020, 15<sup>th</sup> January, 2021, 13<sup>th</sup> May, 2022, 5<sup>th</sup> January, 2023 and 6<sup>th</sup> October, 2023 respectively, issued by the Securities and Exchange Board of India (“SEBI”), permitted the holding of the AGM through VC/OAVM, on or before 30<sup>th</sup> September, 2024, without the physical presence of the Shareholders at a common venue. In compliance with the provisions of the Companies Act, 2013 (“the Act”), the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”) and MCA Circulars, the 68<sup>th</sup> AGM of the Company is being held through VC/OAVM. The 68<sup>th</sup> AGM of the Company is being conducted through VC/OAVM Facility, which does not require physical presence of Members at a common venue. In compliance with the applicable provisions of the Act, SEBI Listing Regulations and MCA Circulars, the 68<sup>th</sup> AGM of the Company is being held through VC/ OAVM on Tuesday, 07<sup>th</sup> May, 2024 at 10:30 a.m. (IST). The proceedings of the AGM will be deemed to be conducted at the Registered Office of the Company situated at 147, Mumbai-Pune Road, Pimpri Pune- 411018 (Maharashtra).
2. The Company has availed the services of National Securities Depository Limited (“NSDL”) for conducting the AGM through VC/OAVM and enabling participation of Shareholders at the Meeting thereto and for providing services of remote e-voting and e-voting during the AGM.
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 68<sup>th</sup> 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 and for participation in the 68<sup>th</sup> AGM through VC/OAVM Facility and e-Voting during the 68<sup>th</sup> AGM.
4. The Statement, pursuant to Section 102 of the Act, setting out material facts concerning the business with respect to Item No. 4 forms part of this Notice. Additional information, pursuant to Regulation 36(3) of SEBI Listing Regulations and Secretarial Standard - 2 on General Meetings, issued by The Institute of Company Secretaries of India, in respect of Director(s) seeking appointment(s) / re-appointment at this 68<sup>th</sup> AGM is annexed to this Notice. As per the provisions of Clause 3.A.II. of the General Circular No. 20/2020 dated 05<sup>th</sup> May, 2020, the matters of special business as appearing at Item No. 4 of the accompanying Notice, are considered to be unavoidable by the Board and hence, forming part of this Notice. Kindly note that in this notice, the terms Member(s) or Shareholder(s) are used interchangeably.
5. Since the AGM will be held through VC/OAVM Facility, the route map, proxy form and attendance slip are not annexed to this Notice. The recorded transcript of the AGM shall also be made available as soon as possible on the website of the Company at <https://www.elantas.com/beck-india>.
6. **Information relating to obtaining Annual Report through e-mail:**

In compliance with the MCA and SEBI Circulars, the Notice of the AGM along with the Annual Report for the Financial Year 2023 are being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/ DPs/RTA and the Company shall send the physical copy of Annual report

for the Financial Year 2023 to those Members who request the same at - [CS.ELANTAS.Beck.India@altana.com](mailto:CS.ELANTAS.Beck.India@altana.com). Members may note that Notice of the 68<sup>th</sup> AGM along with the Annual Report for the Financial Year 2023 will also be available on the Company's website at <https://www.elantas.com/beck-india>, the Stock Exchange website i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com), and on the website of NSDL at <https://www.evoting.nsdl.com/>

The Company will also publish an advertisement in newspaper containing the details about e-AGM i.e. the conduct of AGM through VC/ OAVM, date and time of AGM, availability of notice of AGM at the Company's and manner of registering the e-mail IDs of those Members who have not registered their email addresses with the Company/ RTA.

**7. Shareholders, whose email address is not registered with the Company /RTA or with their respective Depository Participant(s) are requested to register their e-mail address in the following manner:**

- Shareholders holding shares in physical form can register their e-mail id with the RTA by sending an e-mail to RTA at [pune@linkintime.co.in](mailto:pune@linkintime.co.in). Further, linking of PAN and Aadhaar is also mandated by the Central Board of Direct Taxes (CBDT).
- Shareholders holding shares in demat form may update the e-mail address through their respective Depository Participant(s).

Please note that registration of e-mail address and mobile number is now mandatory while voting electronically and joining virtual meetings.

8. In terms of the SEBI Listing Regulations, securities of listed companies can now only be transferred in dematerialized form, so the Shareholders are advised to dematerialize shares held by them in physical form. Further, SEBI vide its Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated 25<sup>th</sup> January, 2022 has mandated the Listed Companies to issue securities in demat form only while processing service requests viz. Issue of duplicate securities certificate; claim from Unclaimed Suspense Account; Sub-division/ Splitting of securities certificate; Consolidation of securities certificates/folios; Transmission and Transposition. Accordingly, Shareholders are requested to make service requests by submitting a duly filled and signed Form ISR – 4, the format of which is available on the Company's website under the weblink at [https://elantascomcdn.azureedge.net/fileadmin/elantas/companies/elantas\\_beck\\_india/financial\\_documents/compliance\\_with\\_corporate\\_governance/kyc\\_update\\_of\\_Shareholders\\_mandated\\_by\\_sebi.pdf](https://elantascomcdn.azureedge.net/fileadmin/elantas/companies/elantas_beck_india/financial_documents/compliance_with_corporate_governance/kyc_update_of_Shareholders_mandated_by_sebi.pdf).
9. To prevent fraudulent transactions, Shareholders are advised to exercise due diligence and notify the Company of any change in address or demise of any Shareholder as soon as possible. The Shareholders 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.
10. All documents referred to in the notice and the statement pursuant to Section 102 (1) of the Act annexed thereto requiring the approval of the Members at the Meeting will be made available for inspection. Electronic copies of necessary statutory registers, certificates and other documents if any, will be available for inspection by the Members during the AGM through NSDL portal <https://www.evoting.nsdl.com/>.

**11. Instruction to furnish / update KYC, PAN, Bank Account and other details:**

SEBI, vide its circular dated 3<sup>rd</sup> November, 2021 (subsequently amended by circulars dated 14<sup>th</sup> December, 2021, 16<sup>th</sup> March, 2023 and 17<sup>th</sup> November, 2023) mandated that the security holders (holding securities in physical form), whose folio(s) do not have PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature updated, shall be eligible for any payment dividend, interest or redemption in respect of such folios, only through electronic mode with effect from 01<sup>st</sup> April, 2024, upon their furnishing all the aforesaid details in entirety.

Accordingly, the Company is in process of sending communication to the Shareholders holding shares in Physical form intimating about folios which are incomplete with regard to PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature with the following message:

- a. In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode with effect from 01<sup>st</sup> April, 2024 upon furnishing all the aforesaid details in entirety.
- b. If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after 01<sup>st</sup> April, 2024, then the security holder would receive all the dividends/interest etc. declared during that period (from 01<sup>st</sup> April, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

The formats for nomination and updation of KYC details viz; Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and relevant FAQs published by SEBI can be viewed at the following link on Company's website: [https://elantascomcdn.azureedge.net/fileadmin/elantas/companies/elantas\\_beck\\_india/financial\\_documents/compliance\\_with\\_corporate\\_governance/SEBI\\_FAQ\\_1704433843359.pdf](https://elantascomcdn.azureedge.net/fileadmin/elantas/companies/elantas_beck_india/financial_documents/compliance_with_corporate_governance/SEBI_FAQ_1704433843359.pdf) and on website of RTA <https://liiplweb.linkintime.co.in/KYC-downloads.html>

12. SEBI vide Circular no. SEBI/HO/OIAE/ OIAE\_IAD-1/P/ CIR/2023/131 dated 31<sup>st</sup> July 2023 (updated as on 04<sup>th</sup> August, 2023) has specified that a Shareholder shall first take up his/her/their grievance with the listed entity by lodging a complaint directly with the concerned listed entity and if the grievance is not redressed satisfactorily, the Shareholder may, in accordance with the SCORES guidelines, escalate the same through the SCORES Portal in accordance with the process laid out therein. Only after exhausting all available options for resolution of the grievance, if the Shareholder is not satisfied with the outcome, he/she/they can initiate dispute resolution through the Online Dispute Resolution (“ODR”) Portal. Shareholders are requested to take note of the same. The aforesaid SEBI circular is available on the following link: [https://elantascomcdn.azureedge.net/fileadmin/elantas/companies/elantas\\_beck\\_india/financial\\_documents/compliance\\_with\\_corporate\\_governance/1690893251844.pdf](https://elantascomcdn.azureedge.net/fileadmin/elantas/companies/elantas_beck_india/financial_documents/compliance_with_corporate_governance/1690893251844.pdf)
13. Dividend on equity shares, if declared at the AGM, will be credited / dispatched on or before 05<sup>th</sup> June, 2024 to those Shareholders whose names appear on the register of Members of the Company as on record date i.e. Tuesday, 30<sup>th</sup> April, 2024. Shareholders holding shares in electronic form are requested to intimate immediately, any change in their address or bank mandates to their Depository Participant(s) with whom

they are maintaining their demat accounts. Shareholders holding shares in physical form are requested to advise any change in their address or bank mandates immediately to the Company or its RTA, Link Intime India Private Limited.

14. The Members can join the AGM in the VC/OAVM mode 30 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 1,000 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.
15. The attendance of the Members participating in the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Act.
16. Members holding shares in more than one folio in the same name(s) are requested to send the details of their folios along with the share certificates to the Company's Registrar and Transfer Agent i.e. Link Intime India Pvt. Ltd., so as to enable the Company to consolidate their holdings into one folio.
17. **Unclaimed dividends:**
  - a. Pursuant to Sections 124 and 125 of the Act, all dividend/s remaining unclaimed/unpaid for a period of seven years from the date it becomes due for payment, has to be transferred to the Investors Education and Protection Fund (IEPF) established by the Central Government. Furthermore, the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 mandate companies to transfer such shares on which dividends remain unpaid / unclaimed for a period of 7 consecutive years to the demat account of the IEPF Authority. The said requirement does not apply to shares in respect of which there is a specific order of the Court, Tribunal or Statutory Authority, restraining any transfer of the shares.
  - b. Following table gives information relating to outstanding dividend amount and date when it becomes due for transfer to IEPF.

Financial Year	Dividend declaration date	Unclaimed dividend as on 31.12.2023*	Proposed date for transfer to IEPF**
2016	10.05.2017	2,82,564.00	08.07.2024
2017	10.05.2018	1,87,956.00	10.07.2025
2018	07.05.2019	1,85,431.50	10.07.2026
2019	21.07.2020	2,03,891.00	25.09.2027
2020	04.05.2021	1,95,278.00	03.07.2028
2021	10.05.2022	1,79,572.00	08.07.2029
2022	09.05.2023	2,21,380.00	07.07.2030

\*This amount may undergo change in case of any claims received / processed by the Company after 31<sup>st</sup> December, 2023.

\*\* Indicative date and actual date may vary.

In case of non-receipt/ non-encashment of dividend warrants pertaining to the above dividend payment date and thereafter, Members are requested to correspond with the Company.

The Company will be transferring in 08<sup>th</sup> July, 2024, the unclaimed dividend, if any, for the financial year ended 31<sup>st</sup> December, 2016 to the Investor's Education and Protection Fund of the Central Government.



Details of shares/Shareholders in respect of which dividend has not been claimed, are provided on website of the Company at <https://www.elantas.com/beck-india/financial-documents/compliance-with-corporate-governance-1.html>. The Shareholders are encouraged to verify their records and claim their dividends of all the earlier seven years, if not claimed.

- c. Members may please note that in the event of transfer of such shares and the unclaimed dividends to IEPF, Members are entitled to claim the same from IEPF authorities by submitting an online application in the prescribed Form IEPF-5 available on the website [www.iepf.gov.in](http://www.iepf.gov.in) and sending a physical copy of the same duly signed to the Company along with the requisite documents enumerated in the Form IEPF- 5. Members can file only one consolidated claim in a financial year as per the IEPF Rules.
- d. It may also be noted that once the unclaimed dividend and shares are transferred to the credit of the said Fund, as above, no claim shall lie in respect thereof with the Company.

**18. Details of Director seeking re-appointment:**

Particulars	Mr. Ravindra Kumar (DIN: 06755402)
Date of birth	07 <sup>th</sup> November,1972 (Age: 51 years)
Date of first appointment on the Board	02 <sup>nd</sup> November, 2022
Qualifications	Bachelor of Chemical Technology (Oil Tech) from HBTI, Kanpur. Post-graduate degree in 'Competitive Marketing Strategy' from the Indian Institute of Management (IIM), Bangalore
Expertise in specific area	Chemical Industry and Management
Directorships held in other Companies	Nil
Membership/ Chairmanships of Committees of Other Companies	Nil
Shareholding in the Company as on 31 <sup>st</sup> December 2023	Nil
No. of Board Meetings attended	2
Remuneration last drawn	Nil
Terms & Conditions of Appointment/ Re-appointment	As per the Resolution at item no. 3 of the AGM Notice dated 20 <sup>th</sup> February, 2024
Remuneration proposed to be paid	Nil
Relationship with other Directors & KMP	Not related to any Director / Key Managerial Personnel
Number of Equity Shares held in the Company	Nil
Name of listed Companies from which the Director has resigned in the past three years	Nil

19. The Register of Members and Share Transfer books of the Company will remain closed from Wednesday, 01<sup>st</sup> May, 2024 to Tuesday, 07<sup>th</sup> May, 2024 (both days inclusive), for the purpose of payment of Dividend.
20. Pursuant to the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of Listing Regulations (as amended) and the Circulars issued by the Ministry of Corporate Affairs, the Company is providing facility of remote e-voting to its

Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with NSDL to facilitate voting through electronic means, as the authorized agency. The facility of casting votes by a Member using remote e-voting system as well as for e-voting during, the AGM will be provided by NSDL. The procedure for e-voting on the day of the AGM is same as that of the remote e-voting.

21. Only those Members, who will be 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 in the AGM. 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. 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 are given in instructions mentioned herein below.

22. **Request to the Members:**

1. Members desiring any relevant information on the accounts at the AGM are requested to ensure that their requests reach the Company at least seven days before the date of the Meeting, so as to enable the Company to keep the information ready.
2. Members holding shares in dematerialized form are requested to intimate all changes pertaining to their bank details, National Electronic Clearing Service (NECS), Electronic Clearing Service (ECS), mandates, nominations, change of address, change of name, e-mail address, contact numbers etc. to their respective Depository Participant (DP). Changes intimated to the DP will then be automatically reflected in the Company's records which will help the Company and its Registrar & Transfer Agents, Link Intime India Pvt. Ltd. to provide efficient and better services.
3. Members holding shares in physical form are requested to intimate such changes to Link Intime India Pvt. Ltd. At the following address:

Link Intime India Pvt. Ltd.  
Block No. 202, 2nd Floor,  
Akshay Complex Off Dhole Patil Road,  
Pune – 411001  
Tel: (020) 26160084/1629

4. Members holding shares in physical form are requested to get the same dematerialized to eliminate all risks associated with physical shares. Members can contact the Company or Link Intime India Pvt. Ltd. for any assistance in this regard.
5. Link Intime Investor support initiatives:

'SWAYAM' is a secure, user-friendly web-based application, developed by "Link Intime India Pvt Ltd.", our Registrar and Share Transfer Agents, that empowers Shareholders to effortlessly access various services. We request you to get registered and have first-hand experience of the portal.

This application can be accessed at <https://swayam.linkintime.co.in>

- Effective Resolution of Service Request -Generate and Track Service Requests/Complaints through SWAYAM.
- Features - A user-friendly GUI.
- Track Corporate Actions like Dividend/Interest/Bonus/Split.
- PAN-based investments - Provides access to linked PAN accounts, Company wise holdings and Security valuations.



- Effortlessly Raise request for Unpaid Amounts.
- Self-service portal – for securities held in demat mode and physical securities, whose folios are KYC compliant.
- Statements - View entire holdings and status of corporate benefits.
- Two-factor authentication (2FA) at Login - Enhances security for investors.

**23. THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING ANNUAL GENERAL MEETING ARE AS UNDER:**

The remote e-voting period begins on **Saturday, 04<sup>th</sup> May, 2024 at 9:00 a.m. (IST)** and ends on **Monday, 06<sup>th</sup> May, 2024 at 5:00 p.m. (IST)** The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members / Beneficial Owners as on the cut-off date i.e., Tuesday, 30<sup>th</sup> April, 2024, may cast their vote electronically. The voting rights of Shareholders shall be in proportion to their Share in the paid-up equity Share capital of the Company as on the **cut-off date, being, Tuesday, 30<sup>th</sup> April, 2024.**

**How do I vote electronically using NSDL e-Voting system?**


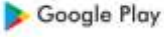


The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:

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

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

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 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>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 “Register Online for IDeAS Portal” 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 e-Voting service provider i.e. NSDL and you will be redirected to</li> </ol>

Type of Shareholders	Login Method
	<p>e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</p> <p>4. Shareholders/Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience.</p> <p style="text-align: center;">NSDL Mobile App is available on</p> <div style="display: flex; justify-content: center; gap: 20px;">   </div> <div style="display: flex; justify-content: center; gap: 20px; margin-top: 10px;">   </div>
<p>Individual Shareholders holding securities in demat mode with CDSL.</p>	<ol style="list-style-type: none"> <li>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 Easi /Easiest are requested to visit CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; New System Myeasi Tab and then user your existing my easi username &amp; password.</li> <li>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 &amp; 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’ website directly.</li> <li>3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; New System Myeasi Tab and then click on registration option.</li> <li>4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on <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 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.</li> </ol>
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>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 &amp; voting during the meeting.</p>

**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.com">evoting@nsdl.com</a> or call at 022 - 4886 7000
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 toll free no. 1800 22 55 33

**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: <https://www.evoting.nsdl.com/> 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 <https://eservices.nsdl.com/> 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.*

4. Your User ID details are given below :

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***

5. Password details for Shareholders other than Individual Shareholders are given below:
  - a) If you are already registered for e-Voting, then you can use 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 "Forgot User Details/Password?" (If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) Physical User Reset Password?" (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.com](mailto:evoting@nsdl.com) 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.

## **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 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**

1. Corporate / 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 [prajot@prajottungarecs.com](mailto:prajot@prajottungarecs.com) with a copy marked to [evoting@nsdl.com](mailto:evoting@nsdl.com). Corporate / 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 <https://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 [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on: 022-4886 7000 or send a request to NSDL Official at [evoting@nsdl.com](mailto:evoting@nsdl.com)
4. 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. 30<sup>th</sup> April 2024, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto: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](http://www.evoting.nsdl.com) or call on 022-4886 7000. 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. 30<sup>th</sup> April 2024 may follow steps mentioned in the Notice of the AGM under "Access to NSDL e-Voting system".

**Process for THOSE Shareholders whose email ids are not registered with the depositories/Company 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 [CS.ELANTAS.BECK.India@altana.com](mailto:CS.ELANTAS.BECK.India@altana.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 [CS.ELANTAS.BECK.India@altana.com](mailto:CS.ELANTAS.BECK.India@altana.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) Login method for e-Voting and joining virtual meeting for Individual Shareholders holding securities in demat mode.
3. Alternately Shareholder / Members may send a request to [evoting@nsdl.com](mailto:evoting@nsdl.com) for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated 09<sup>th</sup> December, 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 ARE AS UNDER:**

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” placed under “Join meeting” menu against the Company name. You are requested to click on VC/OAVM link placed under Join Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of the 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/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at [CS.ELANTAS.BECK.India@altana.com](mailto:CS.ELANTAS.BECK.India@altana.com) . The same will be replied by the Company suitably.
6. Speaker registration before AGM: Members who wish to register as speaker are requested to send an e-mail to [CS.ELANTAS.BECK.India@altana.com](mailto:CS.ELANTAS.BECK.India@altana.com) by mentioning the demat account number/ folio number, name of the Member and mobile number till 30<sup>th</sup> April,2024. Those Members who have registered themselves as a speaker will only be allowed to express their views/ ask questions during the AGM. Due to limitations of transmission and coordination during the AGM, the Company may have to dispense with or curtail the Speaker Session. Hence, Members are encouraged to send their questions/queries in advance to the Company at [CS.ELANTAS.BECK.India@altana.com](mailto:CS.ELANTAS.BECK.India@altana.com). The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.



**INSTRUCTIONS FOR INCOME TAX COMPLIANCE WITH RESPECT TO DIVIDEND :**

1. As per Income Tax Act, 1961 ("the IT Act"), as amended by the Finance Act, 2020, dividend income will be taxable in the hands of the Shareholders w.e.f. 01<sup>st</sup> April, 2020 and the Company is required to deduct tax at source ("TDS") from dividend paid to the Members at prescribed rates in the IT Act. In general, to enable compliance with TDS requirements, Members are requested to verify, complete and / or update their respective Residential Status, PAN, Category as per the IT Act with their Depository Participants or with the Registrar and Share Transfer Agent of the Company – Link Intime India Private Limited ("Link Intime"), at the earliest by 30<sup>th</sup> April, 2024.
2. The Company's Registrar and Share Transfer Agent has enabled a Shareholder web-portal for submission of tax exemption forms/requested documents. Shareholders can submit their tax exemption forms and supporting documents directly on portal for purposes of tax deduction at source by clicking the link <https://liiplweb.linkintime.co.in/formsreg/submission-of-form-15g-15h.html> and selecting "ELANTAS Beck India Limited" in the Company dropdown.
3. The dividend, if approved by the Members, will be paid as per the mandate registered with the Company or with their respective Depository Participants.
4. For the Members holding shares in demat form, please update your Electronic Bank Mandate through your Depository Participant/s.
5. In the event the Company is unable to pay the dividend to any Member directly in their bank accounts through Electronic Clearing Service or any other means, due to non-registration of the Electronic Bank Mandate, the Company shall dispatch the dividend warrant/ Bankers' cheque/ demand draft to such Member, at the earliest on completion of required formalities.
6. No withholding of tax is applicable to resident individual Shareholders having valid PAN and if the dividend payable is less than ₹ 5,000/- per financial year and in cases of resident Insurance Companies and resident Mutual Fund category Shareholders.
7. We request Shareholders to upload the relevant documents on aforesaid link on or before 30<sup>th</sup> April, 2024. Any submissions received after 30<sup>th</sup> April, 2024 will not be considered for payment of dividend for FY 2023, if approved
8. If the documents are found in accordance with the provisions of the IT Act, the same shall be considered while deducting the taxes.

**Other INSTRUCTIONS:**

- (i) The e-voting period commences from Saturday, 04<sup>th</sup> May, 2024 at 9.00 a.m. (IST) and ends on Monday, 06<sup>th</sup> May, 2024 at 5.00 p.m. (IST). During this period, Members of the Company, holding shares either in physical form or in dematerialized form, may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the Member, he / she shall not be allowed to change it subsequently.
- (ii) Mr. Prajot Tungare, (Membership No. FCS 5484), Partner of Prajot Tungare and Associates, Company Secretaries, Pune, has been appointed as the Scrutinizer to scrutinize the voting process (electronically or otherwise) in a fair and transparent manner.
- (iii) The Scrutinizer shall, immediately after the conclusion of voting at the Meeting, first count the votes cast at the meeting, thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and make, a consolidated Scrutinizer's Report of the total

votes cast in favour or against, if any, and submit same to the Chairman of the Company or a person authorized by him in writing who shall countersign the same and the Chairman or a person authorized by him shall declare the results of the voting forthwith.

- (iv) The results declared along with the Scrutinizer's Report shall be placed on the Company's website <https://www.elantas.com/beck-india>, Notice Board of the Registered Office and on the website of NSDL <https://www.evoting.nsdl.com/> within two working days after the results are declared by the Chairman and also communicated to BSE Limited.
- (v) Subject to the receipt of requisite number of votes, the resolutions shall be deemed to be passed on the date of the Meeting i.e. Tuesday, 07<sup>th</sup> May, 2024.

**Annexure to the Notice****Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013****Item No. 4**

On the recommendation of the Audit Committee, the Board of Directors, at its meeting held on 21<sup>st</sup> February, 2023 approved the appointment of Dhananjay V. Joshi & Associates, Cost Accountants, Pune, (Firm Registration No. 000030) as the Cost Auditors of the Company to conduct the audit of the cost accounting records of the Company for the financial year ended 31<sup>st</sup> December, 2023 pertaining to the relevant products prescribed under the Companies (Cost Records and Audit) Rules, 2014. It is proposed to pay ₹1,75,000 (Rupees One Lakh Seventy-Five Thousand Only) plus applicable taxes and reimbursement of actual out of pocket expenses as the remuneration to the Cost Auditors for the financial year 2023.

In accordance with the provisions of Section 148 of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to the Cost Auditors is required to be ratified by the Members of the Company.

None of the Directors, Key Managerial Personnel of the Company, and their relatives, is in any way concerned or interested, financially or otherwise, in the said Resolution.

The Board recommends passing of an Ordinary Resolution as set out at item no. 4 of the Notice for your approval.

**By order of the Board of Directors**

**Ashutosh Kulkarni**  
**Head Legal - Company Secretary & Compliance Officer**  
**(Mem. No.: A18549)**

Place: Mumbai  
Date: 20<sup>th</sup> February, 2024  
ELANTAS Beck India Limited  
CIN: L24222PN1956PLC134746  
Registered Office:  
147, Mumbai - Pune Road, Pimpri,  
Pune 411018, Maharashtra, India  
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