



**POLYLINK POLYMERS
(INDIA) LIMITED**

CIN NO: L17299GJ1993PLC032905
AN IS/ISO : 9001 : 2015 COMPANY

Head Office :

506, Saffron Building, Near Center Point,
Ambawadi, Ahmedabad - 380 006.
Phone : 079-26427800, 26565200
Tele Fax : 91-79-26421864
E-mail : polylink@polylinkpolymers.com
Website : www.polylinkpolymers.com

Registered Office (Works) :

Block No. 229-230, Vill - Valthera,
Dholka-Bagodara Highway,
Taluka-Dholka,
Dist.-Ahmedabad-382225

Date: 03rd June, 2022

To,

The Manager (Listing)

BSE Limited
1st Floor, New Trading Ring,
Rotunda Building, P.J. Towers,
Dalal Street,
Mumbai- 400 001

Sub: Intimation of 29th Annual General Meeting and Book Closure.

This is to inform you that the 29th Annual General Meeting ("AGM") of the Company is scheduled to be held on Thursday, 30th June, 2022 at 11 :00 A.M. (IST) through Video Conferencing/ Other Audio-Visual Means ("VC/OAVM") in accordance with relevant circulars issued by the Ministry of Corporate Affairs and Securities and Exchange Board of India.


Further, the Register of Members and Share Transfer Books of the Company will remain closed from Wednesday, 22nd June, 2022 to Wednesday, 29th June, 2022 (Both days Inclusive) for determining the entitlement of the shareholders for the purpose of Annual General Meeting for the financial year ended 31st March, 2022.

The Notice of the 29th AGM of the Company and the Annual Report for the Financial Year 2021-22 containing, inter alia, details for e-voting and attending AGM through VC/OA VM will be sent only by e-mail to all those shareholders whose email addresses are registered with the Company/ Depository Participants and will also be available on the Company's website at www.polylinkpolymers.com in due course.

The information is also available on the Company's website at www.polylinkpolymers.com This is for your information and records please.

Thanking you

**Yours Faithfully,
For Polylink Polymers (India) Limited**


Ankit vageriya
Company Secretary and compliance officer.

POLYLINK POLYMERS (INDIA) LIMITED

CIN: L17299GJ1993PLC032905

Regd. Office: Block No. 229-30, Village: Valthera, Tal: Dholka, Ahmedabad -382225

Email: Polylink@polylinkpolymers.com • website: www.polylinkpolymers.com

NOTICE

NOTICE is hereby given that the Twenty Ninth Annual General Meeting of the Members of Polylink Polymers (India) Limited will be held on 30th June, 2022 at 11.00 HRS. through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM"), to transact the following business:

ORDINARY BUSINESS

1. To receive, consider and adopt the audited financial statements of the Company for the financial year ended on 31st March, 2022 and the reports of the Board of Directors and Independent Auditors thereon.
2. To appoint a director in place of Mrs. Pragya Bhartia Barwale (holding DIN: 02109262), who retires by rotation at this Annual General Meeting and being eligible, offers herself for reappointment.
3. **TO APPOINT M/S K N GUTGUTIA & CO., CHARTERED ACCOUNTANT (FRN NO. 304153E) AS STATUTORY AUDITOR OF THE COMPANY FOR A PERIOD OF 5 YEARS.**

To consider, and if thought fit, to pass, with or without modification(s), the following resolution, as an ordinary resolution:

"RESOLVED THAT pursuant to provision of section 139 of the Companies Act 2013 (as amended or reenacted from time to time) and other applicable provision of the companies Act 2013 read with Companies (Audit and Auditors) Rules, 2014 as amended from time to time (the "Act") M/s K N Gutgutia & Co., Chartered Accountant, New Delhi having firm Registration No. 304153E be and is hereby appointed as the Statutory Auditor of the company for a term of 5 years to hold office from the conclusion of the 29th Annual General Meeting till the conclusion of 34th Annual General Meeting of the Company to be held in the calendar year 2027.

RESOLVED FURTHER THAT approval be and is hereby also accorded for payment of statutory audit fees of ₹ 1,75,000 (Rupees One Lakhs Seventy-Five Thousand only) plus reimbursement of out-of-pocket expenses and applicable taxes to M/s K N Gutgutia & Co., Chartered Accountant, New Delhi, for the financial year 2022-23 and the Board of Directors of the Company be and hereby authorised to increase and pay such statutory audit fees as recommended by the Audit Committee and as they may deem fit for the remaining tenure of their appointment."

SPECIAL BUSINESS

4. **REGULARISATION OF ADDITIONAL DIRECTOR, SHRI R P GOYAL (DIN: 00040570) AS DIRECTOR OF THE COMPANY AND TO CONSIDER HIS APPOINTMENT AS WHOLE TIME DIRECTOR (DIN: 00040570) FOR A PERIOD OF 3 YEARS**

To consider and if thought fit, to pass with or without modification(s), the following Resolution(s) as Ordinary Resolution(s):

"RESOLVED THAT pursuant to the provisions of Section 152 and all other applicable provisions, if any, of the Companies Act, 2013 (hereinafter referred to as 'the Act') and the relevant Rules made thereunder (including any statutory modification(s) or re-enactment thereof, for the time being in force), and the applicable Regulations under the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the provisions of the Articles of Association of the Company, Shri R P Goyal (DIN: 00040570), who was appointed as an additional director and designated as a Whole-Time Director by the Board of Directors of the Company at their meeting held on 09th February, 2022 based on the recommendation of the Nomination and Remuneration Committee of the Board and who holds office as such up to the date of ensuing Annual General Meeting, be and is hereby appointed as a Director of the Company liable to retire by rotation."

RESOLVED FURTHER THAT pursuant to Sections 196, 197, 203 and other applicable provisions of Companies Act, 2013 (including corresponding provisions, if any of the Companies Act, 1956) and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, and subject to consent of Central Government, if required and Members, the recommendations of Nomination & Remuneration Committee, Shri R P Goyal (DIN:00040570) director of the company be and is hereby re-appointed as Whole Time Director and Key Managerial Personnel on contractual basis for a period of 3 years from 09th February, 2022, on the Remuneration and on such terms and conditions as set out below with liberty and authority to the Board of Directors to alter and vary the terms and conditions of the said appointment from time to time within the scope of Schedule V of the Companies Act, 2013, or any amendments thereto or any re-enactment thereof, as may be agreed to between the Board of Directors and Mr. R.P.Goyal (DIN:00040570).



PROPOSED REMUNERATION

- i. Salary at the rate of ₹2,85,000 (Rupees Two lakhs Eighty-Five thousand only) per month w.e.f 09.02.2022, which may be reviewed by the Board.
- ii. The company shall provide the House rent allowances 40% of Basic Salary and will pay electricity and water charges upto Rupees 10,000 per month (Rupees Ten Thousand);
- iii. The Whole Time Director shall be entitled to use the company's car, all the expenses for maintenance and running of the same including salary of the driver to be borne by the Company.
- iv. The Whole Time Director shall not be entitled to PF and Gratuity as per the Policy of the company.
- v. Reimbursement of medical and hospitalization expenses of the Whole Time Director and his family in accordance with the Company policy which is 10% of the Basic salary.
- vi. Leave Travel Allowance for the Whole Time Director and his family once in a year in accordance with the Company policy which is 10% of the Basic salary.
- vii. Bonus for the financial year, at the discretion of the board.
- viii. Reimbursement of expenses incurred by him on account of business of the Company in accordance with the Company policy.

- ix. Reimbursement of any other expenses properly incurred by him in accordance with the rules and policies of the Company.
- x. The Whole Time Director shall be entitled to such increment from time to time as the Board may by its discretion determine.

MINIMUM REMUNERATION:

The Salary and perquisites shall be subject to overall ceiling limit of the Net Profit of the company. however, in case the company or inadequate profit for any financial year, the company may remuneration to the whole-time director by of salary, perquisites and other benefit as provided in the Company's Act read with its schedule.

RESOLVED FURTHER THAT the aggregate of the remuneration by way of salary, perquisite and allowance payable to Shri R.P. Goyal shall not exceed 5% of the net profit of the company in a financial year as computed in a manner laid down in section 197 of the Companies Act 2013, and other applicable provision, if any, of the companies Act, 2013.

RESOLVED FURTHER THAT in the event of loss or inadequacy of profit in any financial year during the tenure of services of Mr. R.P. Goyal the payment of salary, perquisites and other allowances shall be governed by the limits prescribed under Section II of Part II of Schedule V of the Companies Act, 2013;"

By Order of the Board of Directors
For, **Polylink Polymers (India) Limited**

Ravi Prakash Goyal
Whole Time Director

Place: Ahmedabad
Date: 10th May, 2022

Reg. Office:

Block No. : 229-230, Village: Valthera
Taluka: Dholka, Distt. Ahmedabad Gujarat -382225
CIN No. L17299GJ1993PLC032905
Tel. Fax: +91 2714 247 454
Mail Id: companysecretary@polylinkpolymers.com
Website: www.polylinkpolymers.com

Note: Details of Directors seeking re-appointment/appointment at 29th Annual General Meeting (AGM) pursuant to Regulation 36(3) of the Securities and Exchange Board of India (Listing Regulations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard 2 on General Meetings issued by ICSI.

ANNEXURE TO THIS NOTICE.**EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013**

This explanatory statement set out all the material facts related to the business mentioned in the Notice Calling 29th Annual General Meeting including special business.

ITEM NO. 2

BRIEF PROFILE OF MRS PRAGYA BHARTIA BARWALE LIABLE TO RETIRE BY ROTATION AND OFFERS HERSELF FOR REAPPOINTMENT.

Name of the Director	Mrs. Pragya Bhartia Barwale
DIN	02109262
Date of Birth / Age	05.05.1982
Date of Appointment	30.03.2015
Expertise in specific functional area	Mrs. Pragya Bhartia Barwale is a business Woman and is holding position of Director in various companies.
Qualification	M.Sc. from Oxford University, USA.
Terms & Conditions of appointment & Remuneration (apart from Sitting fees)	Non-Executive Women Director NIL
No. of shares held	NIL
Relationship between Directors Inter-se	Shri U. S. Bhartia (Relative)
Directorship in other public or Private company/ies	India Glycols Limited Kashipur holdings limited Lund and Blockley Private Limited Ajay Commercial Co. Private Limited IGL Infrastructure Private Limited JB Trustee Private Limited PB Trustee Private Limited
Chairmanship	NIL
Membership	NIL

Item no. 3

As per sub-section (1) of Section 139 of the Companies Act, 2013 (Act), "every company shall at the first annual general meeting, appoint an individual or a firm as an auditor who shall hold office from the conclusion of that meeting till the conclusion of its sixth annual general meeting and thereafter till the conclusion of every sixth meeting and the manner and procedure of selection of auditors by the member of the company at such meeting shall be such as may be prescribed".

The tenure of single term of 5 years of existing Statutory Auditor M/s M L Garg and co. is to be expire in the ensuing Annual General Meeting to be held in the calendar year 2022.

The Audit Committee of the company proposed to appoint M/S K N Gutgutia and Company, Chartered Accountant, New Delhi FRN no. 304153E as Statutory Auditor of the company.

The committee received the Consent from M/s K N Gutgutia and Company, Chartered Accountant, New Delhi FRN no. 304153E to act as Statutory Auditor for a period of 5 years from the conclusion of 29th Annual General Meeting to be held in the calendar year 2022.

The terms and conditions of appointment of the statutory auditors and the proposed fees are as follows:

Term of Appointment: 5 years from the conclusion of 29th Annual General Meeting

Proposed Fees: Remuneration for Statutory Audit of ₹ 1,75,000 (Rupees One Lakhs Seventy-Five Thousand only) plus applicable taxes, travelling and other out-of-pocket expenses incurred by them in connection with the statutory audit of the Company for the financial year 2022-23.

The remuneration payable to the statutory auditors for the remaining tenure of the proposed re-appointment will be subsequently determined by the Board as per the recommendations of the Audit Committee.

The proposed fee is be based on knowledge, expertise, industry experience, time and efforts required to be put in by them, which is in line with the industry benchmarks. The fees for services in the nature of limited review, statutory certifications and other professional work will be in addition to the audit fee as above and will be determined by the Board in consultation with the Auditors and as per the recommendations of the Audit Committee.



The Board, based on the recommendation of the Audit Committee, unanimously, recommends the ordinary resolution as set out in item no. 3 of this notice

None of the directors and key managerial personnel or their relatives are interested financially or otherwise in the resolution as set out in item no. 3 of this notice.

ITEM NO. 4

Shri R.P.Goyal (DIN: 00040570) was appointed as Whole Time Director of the company w.e.f. from 1st February, 2016 for a period of 3 years (till 31st January, 2019) as per the remuneration as per limit and as per term and conditions as approved by the Shareholder at 22nd Annual General Meeting held on 26th September, 2015 and further was reappointed as Whole Time Director of the Company for a further period of 3 years w.e.f. 01.02.2019 as per the remuneration as per limit and as per term and conditions as approved by the Shareholder at 25th Annual General Meeting held on 28th September, 2018 up to 31st January, 2022.

Due to completion of superannuation, their contract was not renewed and resultantly he was ceased to be whole Time Director w.e.f. 31st January, 2022 liable to retire by rotation upon expiry of Contract period of Three Years, he was further reappointed as whole-time director w.e.f. 09th February, 2022 pursuant to recommendation of Nomination and remuneration Committee subject to approval of Board of Directors and shareholder in ensuing annual general meeting and subject to Nomination and Remuneration Policy of the company in the Board Meeting dated 09th February, 2022. Therefore before approving his contract for 3 years as whole time director, it is require to get the approval of Shareholder to regularize him.

Comparison between Total Income, Net profit and Remuneration paid to him during last Three years are as below:

₹ In Lakhs

Year	Total income	Net profit	Total Remuneration
2018-19	4766.23	111.39	39.77
2019-20	4780.80	106.02	44.28
2020-21	3796.47	121.70	44.28

Shri R P Goyal (DIN 00040570), Age 64 years resides at Ahmedabad is a Chartered Accountant by profession and associated with the Company since inception. He is Involved in day-to-day affairs of the company as well as supervising the Manufacturing plant and guiding activity to execute the financial matter with regard

to conception, planning and execution thereof. He is engaged in Polymers Market for nearby 27 years.

During the year under review, Company has not earned sufficient profits during last 3 years as per the provision of section 198 of the Companies act, 2013. Therefore, Shri R P Goyal can be paid a remuneration in terms of provision of Section II of part I and II to Schedule V of the act. Shri R P Goyal also fulfil the Conditions for being appointed as a Managerial Personnel in a professional capacity as prescribed in Schedule V of the Act.

It would be in the interest of the Company to re-appoint him as a Whole time Director of the Company. Considering the qualifications and experience in managing affairs of the Company, the Nomination and Remuneration Committee in their meeting held on 09th February, 2022 recommended their reappointment as Whole Time Director for another period of Three years with effect from 09th February, 2022 subject to the approval of the shareholders in the ensuing Annual General Meeting. He will be paid remuneration and perquisites as recommended by the Nomination and Remuneration Committee, within the limits prescribed under sections 196, 197, 198 read with Schedule V and other applicable provisions of the Companies Act, 2013 subject to overall ceiling fixed under Schedule V part 2 section I and II of the Companies Act, 2013 amended from time to time.

As the duties of the Whole Time Director shall be discharged subject to superintendence, control and direction of the board and he shall perform on behalf of the Company in the ordinary course of business and all such other acts, deeds and things in the ordinary course of business. He may consider necessary or proper or in the interest of the Company.

He satisfies all condition of Companies act, 2013 for being eligible to be re-appointed as full time Director of the Company and given his consent to become again whole time director of the company.

In view of the ensuing Annual General Meeting, based on recommendation of Nomination and Remuneration Committee the Board proposed their reappoint on contractual Basis with the Remuneration not to exceed under Limit Specified in Section 196, 197, 198 read with Schedule V and other applicable provisions of the Companies Act, 2013, if any overall ceiling fixed under Schedule and confirm that the proposed of Remuneration covered under remuneration policy of the company.

Name of the Director	Shri R P Goyal
DIN	00040570
Date of Birth / Age	22.09.1958
Date of Appointment/Reappointment	09.02.2022
Expertise in specific functional area	Shri R P Goyal (DIN 00040570), Age 64 years resides at Ahmedabad is a Chartered Accountant by profession and associated with the Company since inception. He is Involved in day-to-day affairs of the company as well as supervising the Manufacturing plant and guiding activity to execute the financial matter with regard to conception, planning and execution thereof. He is engaged in Polymers Market for nearby 27 years.
Qualification	Chartered Accountant
Terms & Conditions of appointment & Remuneration (apart from Sitting fees)	Whole Time Director As above
No. of shares held	1000
Relationship between Directors Inter-se	NA
Directorship in other public company	NIL
Chairmanship/Membership on other companies	NIL
No. of Board meetings Attended during the year 2021-22	4 (Four)

None of the Directors or Key Managerial Personnel and their relatives, except Shri R P Goyal, are concerned or interested (financially or otherwise) in proposed Resolution. Considering Qualification and experience in the managing affairs of the company The Board recommends the Special Resolution set out at Item no.4 for approval of the Members.

By Order of the Board of Directors
For, **Polylink Polymers (India) Limited**

Ravi Prakash Goyal
Whole Time Director

Place: Ahmedabad
Date: 10th May, 2022

Reg. Office:

Block No. : 229-230, Village: Valthera
Taluka: Dholka, Distt. Ahmedabad Gujarat -382225
CIN No. L17299GJ1993PLC032905
Tel. Fax: +91 2714 247 454
Mail Id: companysecretary@polylinkpolymers.com
Website: www.polylinkpolymers.com

Notes: -

- In view of the massive outbreak of the COVID-19 pandemic, social distancing is a norm to be followed and pursuant to the Circular No. 14/2020 dated April 08, 2020, Circular No.17/2020 dated April 13, 2020 issued by the Ministry of Corporate Affairs followed by Circular No. 20/2020 dated May 05, 2020 and Circular No.02/2021 dated January 13, 2021, December 8, 2021 and December 14, 2021 (collectively referred to as "MCA Circulars" and all other relevant circulars issued from time to time, physical attendance of the Members to the EGM/AGM venue is not required and general meeting be held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate in the ensuing EGM/AGM through VC/OAVM. The registered office of the Company shall be deemed to be the venue for the AGM.
- Pursuant to the Circular No. 14/2020 dated April 08, 2020, issued by the Ministry of Corporate Affairs, the facility to appoint proxy to attend and cast vote for the members is not available for this EGM/AGM. However, the Body Corporates are entitled to appoint authorised representatives to attend the EGM/AGM through VC/OAVM and participate there at and cast their votes through e-voting.
- A statement pursuant to Section 102(1) of the Act, relating to the Special Business to be transacted at the AGM is annexed hereto. The relevant details, pursuant to Regulations 26(4) and 36(3) of the SEBI Listing Regulations and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India, in respect of Director seeking re-appointment at this AGM is annexed with this Notice.
- The Members can join the EGM/AGM in the VC/OAVM mode 15 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 EGM/AGM through VC/OAVM will be made available for 1000 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 EGM/AGM without restriction on account of first come first served basis. The attendance of the Members attending the EGM/AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.

5. Pursuant to the provisions of the Act, a member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars and SEBI Circulars through VC / OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence the Proxy Form, Attendance Slip and route map of the AGM are not annexed to this Notice.
6. In terms of the Provision of Companies act, 2013 and SEBI (LODR) Regulation, The Register of Members and Share Transfer Books of the Company will remain closed from Wednesday, 22nd June, 2022 to Wednesday, 29th June, 2022 (both days inclusive).
7. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and the Circulars issued by the Ministry of Corporate Affairs dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote e-Voting to its Members in respect of the business to be transacted at the EGM/AGM. For this purpose, the Company has entered into an agreement with National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-Voting system as well as venue voting on the date of the EGM/AGM will be provided by NSDL.
8. As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be transferred only in dematerialized form with effect from, April 1, 2019, except in case of request received for transposition and relogged transfers of securities. Further, SEBI vide its circular no. SEBI/HO/MIRSD/RTAMB/ CIR/P/2020/236 dated December 2, 2020 had fixed March 31, 2021 as the cut-off date for re-lodgment of transfer deeds and the shares that are re-lodged for transfer shall be issued only in demat mode. In view of this and to eliminate all risks associated with physical shares and for ease of portfolio management, members holding shares in physical form are requested to consider converting their holdings to dematerialized form. Members can contact the Company or Company's Registrars and Transfer Agents, MCS Share Transfer Limited for assistance in this regard. Members may also refer to Frequently Asked Questions ("FAQs") on Company's website.

9. To support the 'Green Initiative', Members who have not yet registered their email addresses are requested to register the same with their DPs in case the shares are held by them in electronic form.
10. Members are requested to intimate changes, if any, pertaining to their name, postal address, email address, telephone/mobile numbers, Permanent Account Number (PAN), mandates, nominations, power of attorney, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, etc., to their DPs in case the shares are held by them in electronic form and to company in case the shares are held by them in physical form.
11. As per the provisions of Section 72 of the Act, the facility for making nomination is available for the Members in respect of the shares held by them. Members who have not yet registered their nomination are requested to register the same by submitting Form No. SH-13. The said form can be downloaded from the Company's website. Members are requested to submit the said details to their DP in case the shares are held by them in electronic form and to company in case the shares are held in physical form.
12. Members holding shares in physical form, in identical order of names, in more than one folio are requested to send to the Company, the details of such folios together with the share certificates for consolidating their holdings in one folio. A consolidated share certificate will be issued to such Members after making requisite changes.

In terms of SEBI Circular SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated 13th May, 2022 SEBI has provided relaxation upto December 31, 2022, from Regulation 36 (1) (b) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("LODR Regulations") which requires sending hard copy of annual report containing salient features of all the documents prescribed in Section 136 of the Companies Act, 2013 to the shareholders who have not registered their email addresses.

Further, the notice of Annual General Meeting published by advertisement in terms of Regulation 47 of LODR Regulations, shall contain a link to the annual report, so as to enable shareholders to have access to the full annual report.

In this regard, the members may access to the website to the company at <http://www.polylinkpolymers.com/annual-report.html> to check and consider the full annual report.

In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote at the AGM.

13. Members seeking any information with regard to the accounts or any matter to be placed at the AGM, are requested to write to the Company on or before 05th June, 2022 through email on polylink@polylinkpolymers.com. The same will be replied by the Company suitably.

14. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act, the Register of Contracts or Arrangements in which the directors are interested, maintained under Section 189 of the Act, and the relevant documents referred to in the Notice will be available electronically for inspection by the members during the AGM.
15. In compliance with the aforesaid MCA Circular No. 17/2020 dated April 13, 2020, Notice of the AGM along with the Annual Report 2021-22 is being sent by electronic mode to those Members whose email addresses are registered with the Company/ Depositories. In compliance with the MCA Circulars and SEBI Circular dated May 13, 2022, Notice of the AGM along with the Annual Report FY 2021-22 is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/ Depositories. Members may note that the Notice and Annual Report 2021-22 will also be available on the Company's website, websites of the Stock Exchange i.e. BSE Limited at www.bseindia.com respectively, and on the website of NSDL <https://www.evoting.nsdl.com>
16. AGM has been convened through VC/OAVM in compliance with applicable provisions of the Companies Act, 2013 read with MCA Circular No. 14/2020 dated April 08, 2020 and MCA Circular No. 17/2020 dated April 13, 2020, MCA Circular No. 20/2020 dated May 05, 2020 and MCA Circular No. 2/2021 dated January 13, 2021.
17. Members attending the AGM through VC / OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
18. Since the AGM will be held through VC / OAVM, the Route Map is not annexed in this Notice.
19. Instructions for e-voting and joining the AGM are as follows:

A. VOTING THROUGH ELECTRONIC MEANS:

- i. **The remote e-voting period commences on 25th June, 2022 (10:00 a.m. IST) and ends on 29th June, 2022 (5:00 p.m. IST). During this period, Members holding shares either in physical form or in dematerialized form, as on 23rd June, 2022 i.e., cut-off date, may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter.** The voting rights of Members shall be in proportion to their shares in the paid-up equity share capital of the Company as on the cut-off date. The Members who have cast their vote by remote e-voting prior to the AGM may also attend/ participate in the AGM through VC / OAVM but shall not be entitled to cast their vote again.
- ii. **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 during the AGM.

- iii. The Board of Directors has appointed **CS Ashish Shah, Practicing Company Secretary** as the Scrutinizer to scrutinize the voting during the AGM and remote e-voting process in a fair and transparent manner.
- iv. 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. 23rd June, 2022 may obtain the login ID and password by sending a request at 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 or call on toll free no. 1800 1020 990 and 1800 22 44 30 . In case of Individual Shareholders holding securities in demat mode who acquires shares of the Company and becomes a Member of the Company after sending of the Notice and holding shares as of the cut-off date i.e. 23rd June, 2022 may follow steps mentioned in the Notice of the AGM under "Access to NSDL e-Voting system".
- v. The details of the process and manner for remote e-voting are explained herein below:

Step 1: Log-in to NSDL e-voting system at <https://www.evoting.nsdl.com/>

Step 2: Cast your vote electronically on NSDL e-voting system.

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

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

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.

- Existing **IDeAS** user can visit the e-Services website of NSDL Viz. <https://eservices.nsd.com> 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 re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.
- If you are not registered for IDeAS e-Services, option to register is available at <https://eservices.nsd.com>. Select **"Register Online for IDeAS Portal"** or click at <https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp>
- Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsd.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 i.e. NSDL** and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.
- Shareholders/Members can also download NSDL Mobile App **"NSDL Speede"** facility by scanning the QR code mentioned below for seamless voting experience.

NSDL Mobile App is available on

App Store Google Play



Individual Shareholders holding securities in demat mode with CDSL

- Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <https://web.cdslindia.com/myeasi/home/login> or www.cdslindia.com and click on New System Myeasi.
- After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of **e-Voting service provider i.e. NSDL**. Click on **NSDL** to cast your vote.
- If the user is not registered for Easi/Easiest, option to register is available at <https://web.cdslindia.com/myeasi/Registration/EasiRegistration>
- Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. NSDL where the e-Voting is in progress.

Individual Shareholders (holding securities in demat mode) login through their depository participants

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

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

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 evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022- 23058738 or 022-23058542-43

B) Login Method 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 119856 For example, if folio number is 001*** and EVEN is then user ID is 119856001***

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.
- b) Physical User Reset Password? (If you are holding shares in physical mode) option available on 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.co.in 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. 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 agshah12@gmail.com with a copy marked to evoting@nsdl.co.in.

2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request at evoting@nsdl.co.in

Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to polylink@polylinkpolymers.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 polylink@polylinkpolymers.com. If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at step 1 (A) i.e. [Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.](#)
3. Alternatively, shareholder/members may send a request to evoting@nsdl.co.in for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are 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 EGM/AGM ARE AS UNDER:-

1. The procedure for e-Voting on the day of the EGM/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 EGM/AGM THROUGH VC/OAVM ARE AS UNDER:

1. Member will be provided with a facility to attend the EGM/AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for **Access to NSDL e-Voting system**. After successful login, you can see link of "VC/OAVM link" placed under "**Join meeting**" menu against company name. You are requested to click on VC/OAVM link placed under Join Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.
2. Members are encouraged to join the Meeting through Laptops for better experience.
3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.

5. 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 (polylink@polylinkpolymers.com). The same will be replied by the company suitably.
6. Members who would like to express their views or ask questions during the AGM may register themselves as a speaker by sending their request from their registered email address mentioning their name, DP ID and Client ID/folio number, PAN and mobile number on company's email id from 23rd June, 2022 (10:00 a.m. IST) to 25th June, 2022 (5:00 p.m. IST). Those Members who have registered themselves as a speaker will only be allowed to express their views/ask questions during the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.

CS Ashish Shah, Practicing Company Secretary (Membership No.: 29017) (Address: K 703, Parishkar II, Phase II, Nr Khokhara Circle, Khokhara, Ahmedabad-380008, Gujarat, India) has been appointed as the Scrutinizer to scrutinize the voting and remote e-voting process in a fair and transparent manner.

The Scrutinizer shall, immediately after the conclusion of voting at the general meeting, would count the votes cast at the meeting, thereafter unblock the votes cast through remote e-voting and make, not later than 48 hours of conclusion of the meeting, a consolidated Scrutinizer's Report of the total votes cast in favor or against, if any, to the Chairman or a person authorized by him in writing who shall countersign the same. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website www.polylinkpolymers.com and on the website of NSDL www.evoting.nsdl.com immediately. The Company shall simultaneously forward the results to BSE Limited ("BSE") where the shares of the Company are listed.

Subject to receipt of requisite number of votes, the Resolutions proposed in the Notice shall be deemed to be passed on the date of the Meeting, i.e. Thursday, 30th June, 2022