



# MACHINO PLASTICS LTD.

REGD. OFFICE: PLOT NO. 3, MARUTI JOINT VENTURE COMPLEX,

GURUGRAM - 122015 (HARYANA)

CIN : L25209HR2003PLC035034

## NOTICE OF ANNUAL GENERAL MEETING, E VOTING AND BOOK CLOSURE

Notice is hereby given that the **37th Annual General Meeting** of the Company will be held on **Saturday, the 24th September, 2022 at 10:30 a.m.** through Video Conferencing ('VC') / Other Audio-Visual Means ('OAVM') to transact the business as specified in the notice of AGM forming the part of Annual Report. Members will be able to attend the meeting through VC/OAVM at <https://machino.webex.com/machino/j.php?MTID=m8f31232ddc3565210d2641164e216c07>

Notice is also hereby given that pursuant to Section 91 of the Companies Act, 2013, and applicable rules thereunder; the register of member and share transfer books of equity shares of the Company will remain closed on **Saturday, the 24th September, 2022** for the purpose of the Annual General Meeting for the financial year ended on 31st March, 2022.

As per section 108 of the Companies Act, 2013 and rules made thereon the electronic voting (e-voting) facility shall be provided to the members of the company holding shares as on 17th September, 2022 to cast their vote electronically on the Ordinary and Special business as set out in the Notice of Annual General Meeting through electronic voting system of National Securities Depository Limited ("Remote E Voting), the details of the process and manner of which is given in the Annual Report of the Company. All the members are informed that:

- The remote e-voting period shall commence on 21st September, 2022 (09:00 a.m.)
- The remote e-voting period shall end on 23rd September, 2022 (05:00 p.m.)
- The e-voting period will also be available from 10:30 a.m. till 12:00 p.m. on 24th September, 2022 in case if allowed by NSDL.
- The cut-off date for determining the name of eligibility to vote by electronic means from the attending place or at the AGM shall be 17th September, 2022.
- Any person who acquires shares of the Company and/ or becomes member of the Company after the date of dispatch of Notice of AGM to members and holding shares as on cut-off date i.e. 17th September, 2022 or who have not received their login id and password; may obtain the login id and password for voting by electronic means by sending request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [rta@alankit.com](mailto:rta@alankit.com). However, if a person is already registered with NSDL for e-voting then existing user ID and password can be used for casting vote;
- Members may note that a) the remote e-voting module shall be disabled by NSDL after the aforesaid date and time for voting and once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently; b) the members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM through Video Conferencing ('VC') / Other Audio-Visual Means ('OAVM') but shall not be entitled to cast their vote again; c) a person whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through Video Conferencing ('VC') / Other Audio-Visual Means ('OAVM');
- The Notice for the AGM and Annual Report have been sent to all the members whose email addresses are registered with the Company/ Depository participants. The notice of AGM and annual report for the financial year 2021-22 is available on the Company's website at [www.machino.com](http://www.machino.com) and can be downloaded by clicking on the link <https://machino.com/wp-content/uploads/2022/08/Machino-Plastic-AR-2021-22.pdf> and also on the website of NSDL at <https://www.evoting.nsdl.com>
- In case of queries, members may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members at the downloads section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no. 1800222990 or contact Mr. Aman Goyal, Assistant Manager, NSDL, Trade World, 'A' Wing, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai - 400013 at the designated e-mail ids: [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [amang@nsdl.co.in](mailto:amang@nsdl.co.in) or at grievances connected with the voting by electronic means. Members may also write to the Company Secretary at [sec.legal@machino.com](mailto:sec.legal@machino.com) or at the registered office address.

The Annual Report 2021-22 and other communication sent electronically will be displayed on the Company's website at [www.machino.com](http://www.machino.com) and will also be available for inspection at the registered office of the company during the office hours. Further, as a member of the company, you will be entitled to be furnished, free of cost, a printed copy of the documents of the company sent electronically, upon receipt of the requisition from you.

Further details are available on the company website at [www.machino.com](http://www.machino.com) and may also be accessed on the website of Stock exchange at [www.bseindia.com](http://www.bseindia.com).

**For Machino Pastics Limited**

Sd/-

Date: 25th August, 2022

Place: Gurugram

**Aditya Jindal**

Chairman cum Managing Director