

# Essen Speciality Films Limited

Formerly known as Essen Speciality Films Private Limited

Regd. Office

Survey No. 192, Plot No. A,

Industrial Area, Behind Orchev Pharma,

Veraval (Shapar), Rajkot - 360 024

Gujarat - India

Phone : +91 98253 12701

E-mail : info@essenspeciality.com

Website : www.essenspeciality.com

CIN : L24224GJ2002PLC041119

GSTIN : 24AABCE2983N1ZC



September 04, 2024

To,  
**National Stock Exchange of India Limited**  
The Listing Department  
Exchange Plaza, C-1, Block - G,  
Bandra-Kurla Complex,  
Bandra (East), Mumbai - 400 051

**NSE Symbol: ESFL**

**Subject: Intimation regarding 22<sup>nd</sup> Annual General Meeting for Financial Year 2023-24 and record date for payment of final dividend**

**Reference: Regulation 30, 34 and 42 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations")**

Dear Sir/ Madam,

With reference to the captioned subject and pursuant to regulation 30 and 34 of SEBI Listing Regulations, as amended from time to time and other applicable Regulations, 22<sup>nd</sup> Annual General Meeting ("AGM") of the Company will be held on Saturday, September 28, 2024 at 11:00 a.m. IST at Rajoo Avenue, Survey No. 210, Plot No.1, Industrial Area, Veraval (Shapar), Rajkot, Gujarat - 360024 in accordance with the provisions of the Companies Act, 2013.

In compliance with MCA General Circular No. 10/2022 dated December 28, 2022 and SEBI CIRCULAR No. SEBI/HO/CFD/PoD-2/P/CIR/2023/4 dated January 05, 2023, Notice of 22<sup>nd</sup> AGM and Annual Report containing the financial statements for the financial year 2023-24, Auditors' Report thereon, Board's Report and other documents required to be attached thereto, only through electronic mode to the members of the Company, holding shares on Friday, August 30, 2024, at their email address registered with the Company / Depository Participants(s). Additionally, the Notice calling AGM along with the explanatory statement are available on the website of the Company at [www.essenspeciality.com](http://www.essenspeciality.com).

Further, pursuant to the provisions of Companies Act, 2013, rules made thereunder and Regulation 42 of SEBI Listing Regulations, it is informed that the Company has fixed the following dates in connection with the 22<sup>nd</sup> AGM & payment of Final Dividend:

Particulars	Details
Cut-off date for determining the eligibility of shareholders for remote e- voting	Friday, September 20, 2024

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Commencement of remote e-voting	Wednesday, September 25, 2024 at 09.00 a.m. IST
End of remote e-voting	Friday, September 27, 2024 at 05.00 p.m. IST
Record Date and Dividend payment	Friday, September 20, 2024 has been fixed as the "Record Date" for the purpose of determining the members entitle to receive final dividend for the financial year 2023-24. The final dividend, if declared at the AGM, will be paid within a period of 30 (thirty) days from the conclusion of the AGM.

We request you to kindly take the above information on record.

Thanking You.

Yours Faithfully,

For, **ESSEN SPECIALITY FILMS LIMITED**

**Pallav K. Doshi**

**Chairman and Whole-time Director**

**DIN: 02542047**

Encl: a/a

## NOTICE

**NOTICE** is hereby given that the **22<sup>nd</sup> ANNUAL GENERAL MEETING (“AGM”)** of the Members of ESSEN SPECIALITY FILMS LIMITED will be held on Saturday, September 28, 2024 at 11:00 A.M. at Rajoo Avenue, Survey No. 210, Plot No.1, Industrial Area, Veraval (Shapar), Rajkot, Gujarat - 360024 to transact the following business:

### ORDINARY BUSINESS :

1. To receive, consider and adopt the Audited Financial Statement of the Company for the Financial Year ended March 31, 2024 and Reports of the Board of Directors and Auditors thereon.
2. To declare a Dividend of Rs. 0.75 per equity shares of face value of Rs. 10 each (7.5%) for the financial year ended March 31, 2024.
3. To appoint a Director in place of Mr. Pallav Kishorbhai Doshi (DIN: 02542047), who retires by rotation and being eligible, offers himself for re-appointment.

### SPECIAL BUSINESS :

4. To consider and if thought fit, to ratify the remuneration payable to M/s. Sagar M. Kapadiya & Co., Cost Accountants, Cost Auditors of the Company, for the financial year ending March 31, 2025 and to pass, with or without modification(s), the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Section 148 and other applicable provisions, if any, of the Companies Act, 2013 and Rule 14 of the Companies (Audit and Auditors) Rules, 2014, as amended from time to time, remuneration of Rs. 40,000/- (Rupees Forty Thousands only) plus GST and out-of pocket expenses as per actual payable to M/s. Sagar M. Kapadiya & Co., Cost Accountants (FRN: 103615) having Mr. Sagar M. Kapadiya (Membership No: 36767) as a sole proprietor of firm who have been appointed as the Cost Auditors of the Company by the Board of Directors to conduct the audit of the cost records of the Company for the financial year 2023-24 be and is hereby ratified;

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

5. To consider and if thought fit, to approve for giving authorisation to Board of Directors under section 186 of the Companies Act, 2013 and to pass, with or without modification(s), the following resolution as a **Special Resolution** :

**“RESOLVED THAT** pursuant to the provisions of the Section 186 and other applicable provisions, if any, of the Companies Act, 2013, consent of the Company be and is hereby accorded to the Board of Directors of the Company (hereinafter called ‘the Board’ which term shall deemed to include any Committee which Board may have constituted or hereinafter constitute to exercise its powers including the powers conferred by this resolution) to (a) give any loan to any person or other body corporate; (b) give any guarantee or provide security in connection with a loan to any other body corporate or person; and (c) acquire by way of subscription, purchase or otherwise the securities of any other body corporate, upto a maximum aggregate amount of Rs. 200 Crore (Rupees Two Hundred Crore only), outstanding at any point of time, over and above the permissible limits under Section 186(2) of the Companies Act, 2013;

**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution, the Board of Directors be and is hereby authorized to take from time to time all decisions and such steps as may be necessary for giving loans, guarantees or providing securities or for making such investments and to execute such documents, deeds, writings, papers and/or agreements as may be required and do all such acts, deeds, matters and things, as it may in its absolute discretion, deem fit, necessary or appropriate.”

6. To consider and if thought fit, to approve giving loan or guarantee or providing security in connection with loan availed by any person in whom any of the director of the company is interested as specified under section 185 of the Companies Act, 2013 and to pass, with or without modification(s), the following resolution as a **Special Resolution** :

“**RESOLVED THAT** pursuant to Section 185 and other applicable provisions if any, of the Companies Act, 2013 and relevant rules made thereto including any statutory modifications or re-enactments thereof, the approval of the Members of the Company be and is hereby accorded to the Board of Directors of the Company to advance any loan(s) and/or to give any guarantee(s) and/or to provide any security(ies) in connection with any Financial Assistance/Loan taken/to be taken/availed/to be availed by any entity which is a Subsidiary/ Associate/ Joint Venture or such other entity/person as specified under Section 185 of the Companies Act, 2013 and all together with in whom or in which any of the Director of the Company from time to time is interested or deemed to be interested (hereinafter commonly known as the Entities) for a sum not exceeding the aggregate limit of Rs. 200 Crore (Rupees Two Hundred Crore Only);

**RESOLVED FURTHER THAT** the aforementioned loan(s) and/or guarantee(s) and/or security(ies) shall only be utilized by the borrower for the purpose of its principal business activities;

**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution, the Board of Directors be and is hereby authorized to take from time to time all decisions and such steps as may be necessary for giving loans, guarantees or providing securities or for making such investments and to execute such documents, deeds, writings, papers and/or agreements as may be required and do all such acts, deeds, matters and things, as it may in its absolute discretion, deem fit, necessary or appropriate.”

For, **Essen Speciality Films Limited**  
(Formerly Essen Speciality Films Private Limited)

**Place** : Veraval (Shapar)  
**Date** : September 01, 2024

**Pallav K. Doshi**  
**Chairman & Wholtime Director**  
**DIN: 02542047**

**Registered Office:**

Survey No. 192, Plot No. A,  
Industrial Area, Behind Orchev Pharma,  
Veraval (Shapar), Rajkot, Gujarat - 360024  
CIN: L24224GJ2002PLC041119  
Contact: +91 9099955162  
E-mail: compliances@essenspeciality.com  
Website: www.essenspeciality.com

**NOTES :**

1. A statement pursuant to the provisions of Section 102(1) of the Act, relating to the Special Business to be transacted at the AGM, is annexed hereto. Further, additional information as required under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") and Circulars issued thereunder are also annexed.
2. Details of Director retiring by rotation/ seeking re-appointment at this Meeting are annexed to the Notice.
3. A member entitled to attend and vote at the meeting is entitled to appoint another person as a proxy to attend and vote at the meeting on his/ her behalf and such proxy need not be a member of the company. The proxy form duly completed and signed should be lodged with the Company at its Registered Office at least 48 hours before the time of the meeting.
4. In terms of Section 105 of the Companies Act, 2013 read with Rule 19 of the Companies (Management and Administration) Rules, 2014 a person can act as proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the company carrying voting rights. A member holding more than ten percent of the total share capital of the company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other shareholder.
5. Corporate Members intending to send their authorized representatives to attend the AGM are requested to send a certified true copy of the Board Resolution/ Authorisation Letter to the Company, authorizing them to attend and vote on their behalf at the AGM pursuant to Section 113 of the Companies Act, 2013.
6. Members, proxies and the Authorised Representative should bring the attendance slips duly filled in for attending the meeting.
7. The Proxies should carry their identity proof i.e. a Pan Card/ Aadhar card/ Passport/ Driving License.
8. The Board of Directors has recommended Final Dividend of Rs. 0.75 per equity share for the Financial Year ended March 31, 2024 which is proposed to be paid on or before October 27, 2024 to those Members whose names appears in the Register of Members of the Company as on the record date i.e., Friday, September 20, 2024 (close of business hours of record date) subject to the approval of the Shareholders at the AGM.
9. SEBI has made it mandatory for listed companies to make all payments to investors including dividend to Members, by using any RBI approved electronic mode of payment viz. Electronic Clearing Service/ Direct Credit/ Real Time Gross Settlement/ National Electronic Fund Transfer etc. Members may please note that their bank details as furnished by the respective Depositories to the Company will be considered for remittance of dividend as per the applicable regulations of the Depositories and the Company will not be able to accede to any direct request from such Members for change/ addition/ deletion in such bank details. Accordingly, Members are requested to add/ update their bank account details with their Depository Participants (DPs) by September 20, 2024
10. Pursuant to Finance Act 2020, dividend income will be taxable in the hands of shareholders w.e.f. April 1, 2020 and the Company is required to deduct tax at source from dividend paid to shareholders at the prescribed rates. For the prescribed rates for various categories, the shareholders are requested to refer to the Finance Act, 2020 and amendments thereof. The shareholders are requested to update their PAN with their DPs.

A Resident individual shareholder with PAN and who is not liable to pay income tax can submit a yearly declaration in Form No. 15G/15H, to avail the benefit of non-deduction of tax at source by email to [bssahd@bigshareonline.com](mailto:bssahd@bigshareonline.com) by September 20, 2024. Shareholders are requested to note that in case their PAN is not registered, the tax will be deducted at a higher rate of 20%.

Non-resident shareholders can avail beneficial rates under tax treaty between India and their country of residence, subject to providing necessary documents i.e. No Permanent Establishment and Beneficial Ownership Declaration, Tax Residency Certificate, Form 10F, any other document which may be required to avail the tax treaty benefits by sending an email to [bssahd@bigshareonline.com](mailto:bssahd@bigshareonline.com). The aforesaid declarations and documents need to be submitted by the shareholders by September 20, 2024.

11. Pursuant to the MCA General Circular No. 10/2022 dated December 28, 2022 and SEBI CIRCULAR No. SEBI/HO/CFD/PoD-2/P/CIR/2023/4 dated January 05, 2023, Notice of the AGM along with the Annual Report 2022-23 are being sent only through electronic mode to those Members whose email addresses are registered with the Company/DPs. Members may note that the Notice calling AGM along with the explanatory statement and Annual Report 2022-23 are available on the website of the Company at [www.essenspeciality.com](http://www.essenspeciality.com), on the website of Stock Exchange i.e. National Stock Exchange of India Ltd. (NSE) at [www.nseindia.com](http://www.nseindia.com) and are also available on the website of Bigshare Services Pvt. Ltd. (agency providing the remote e-Voting facility) at <https://ivote.bigshareonline.com>. The hard copy of the Annual Report will be dispatched to those members who ask for the same.
12. 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 (as may be notified from time to time) 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 engaged Bigshare Services Pvt. Ltd ("BIGSHARE") for facilitating Remote e-Voting to enable the Members to cast their votes electronically in respect of all the resolution as set out in the AGM Notice.
13. Instructions for e-voting are as follows :
  - i. The remote e-Voting period will begin on Wednesday, September 25, 2024 at 9.00 a.m. IST and will end on Friday, September 27, 2024 at 5.00 p.m. IST. During this period, the shareholders of the Company as on the cut-off date i.e. September 20, 2024 may cast their vote electronically. The e-Voting module shall be disabled by Bigshare for voting thereafter.
  - ii. Shareholders who have already voted prior to the AGM date would not be entitled to vote at the AGM venue.
  - iii. Pursuant to SEBI Circular No. SEBI/HO/CFD/PoD2/CIR/P/2023/120 dated July 11, 2023 ("SEBI Circular dated July 11, 2023"), under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/retail shareholders is at a negligible level.

Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.



In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

- iv. In terms of SEBI Circular dated July 11, 2023 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.

**1. Pursuant to above said SEBI Circular, Login method for e-Voting for Individual shareholders holding securities in Demat mode is given as follows:**

Type of Shareholders	Login Method
Individual Shareholders holding securities in Demat mode with <b>CDSL</b>	<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 URL for users to login to Easi/ Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or visit <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on Login icon and select New System Myeasi.</li> <li>2. After successful login the Easi/ Easiest, user will be able to see the e-Voting option for eligible companies where the e-Voting is in progress as per the information provided by company. On clicking the e-Voting option, the user will be able to see e-Voting page of BIGSHARE the e-Voting service provider and you will be re-directed to i-Vote website 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 i.e. BIGSHARE, 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 <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a>.</li> <li>4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a link <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 e-Voting is in progress, and also able to directly access the system of all e-Voting Service Providers. Click on BIGSHARE and you will be re-directed to i-Vote website for casting your vote during the remote e-Voting period.</li> </ol>
Individual Shareholders holding securities in demat mode with <b>NSDL</b>	<ol style="list-style-type: none"> <li>1. If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsd.com">https://eservices.nsd.com</a> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on</li> </ol>

Type of Shareholders	Login Method
	<p>"Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name BIGSHARE and you will be re-directed to i-Vote website for casting your vote during the remote e-Voting period.</p> <p>2. If the user is 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></p> <p>3. 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 name BIGSHARE and you will be redirected to i-Vote website for casting your vote during the remote e-Voting period.</p>
Individual Shareholders (holding securities in demat mode) login through their <b>Depository Participants</b>	<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. After Successful login, you will be able to see e-Voting option. Once you 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 name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period.</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. CDSL and NSDL**

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with <b>CDSL</b>	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 022- 23058738 and 22-23058542-43
Individual Shareholders holding securities in Demat mode with <b>NSDL</b>	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nSDL.co.in">evoting@nSDL.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30



## 2. Login method for e-Voting for shareholder other than individual shareholders holding shares in Demat mode & physical mode is given below :

- You are requested to launch the URL on internet browser: <https://ivote.bigshareonline.com>
- Click on **“LOGIN”** button under the **‘INVESTOR LOGIN’** section to Login on e-Voting Platform.
- Please enter your **‘USER ID’** (User id description is given below) and **‘PASSWORD’** which is shared separately on you register email id.
  - o Shareholders holding shares in **CDSL** demat account should enter 16 Digit Beneficiary ID as user id.
  - o Shareholders holding shares in **NSDL** demat account should enter 8 Character DP ID followed by 8 Digit Client ID as user id.

**Note** : If you have not received any user id or password please email from your registered email id or contact i-vote helpdesk team. (Email id and contact number are mentioned in helpdesk section).

- Click on **I AM NOT A ROBOT (CAPTCHA)** option and login.

**Note** : If Shareholders are holding shares in demat form and have registered on to e-Voting system of <https://ivote.bigshareonline.com> and/or voted on an earlier event of any company then they can use their existing user id and password to login.

- If you have forgotten the password: Click on **‘LOGIN’** under **‘INVESTOR LOGIN’** tab and then Click on 'Forgot your password?'
- Enter **“User ID”** and **“Registered email ID”** Click on **I AM NOT A ROBOT (CAPTCHA)** option and click on **‘RESET’**.  
*(In case a shareholder is having valid email address, Password will be sent to his / her registered e-mail address)*

### Voting method for shareholders on i-Vote e-Voting portal :

- After successful login, Bigshare e-Voting system page will appear.
- Click on **“VIEW EVENT DETAILS (CURRENT)”** under **‘EVENTS’** option on investor portal.
- Select event for which you desire to vote under the dropdown option.
- Click on **“VOTE NOW”** option which is appearing on the right hand side top corner of the page.
- Cast your vote by selecting an appropriate option **“IN FAVOUR”**, **“NOT IN FAVOUR”** or **“ABSTAIN”** and click on **“SUBMIT VOTE”**. A confirmation box will be displayed. Click **“OK”** to confirm, else **“CANCEL”** to modify. Once you confirm, you will not be allowed to modify your vote.
- Once you confirm the vote you will receive confirmation message on display screen and also you will receive an email on your registered email id. During the voting period, members can login any number of times till they have voted on the resolution(s). Once vote on a resolution is casted, it cannot be changed subsequently.
- Shareholder can **“CHANGE PASSWORD”** or **“VIEW/UPDATE PROFILE”** under **“PROFILE”** option on investor portal.

### Custodian registration process for e-Voting on i-Vote Portal :

- You are requested to launch the URL on internet browser: <https://ivote.bigshareonline.com>
- Click on **"REGISTER"** under **"CUSTODIAN LOGIN"**, to register yourself on Bigshare i-Vote e-Voting Platform.
- Enter all required details and submit.
- After Successful registration, message will be displayed with "User id and password will be sent via email on your registered email id".  
NOTE: If Custodian have registered on to e-Voting system of <https://ivote.bigshareonline.com> and/or voted on an earlier event of any company then they can use their existing user id and password to login.
- If you have forgotten the password: Click on **'LOGIN'** under **'CUSTODIAN LOGIN'** tab and further Click on 'Forgot your password?'
- Enter **"User ID"** and **"Registered email ID"** Click on **I AM NOT A ROBOT (CAPTCHA)** option and click on 'RESET'.  
*(In case a custodian is having valid email address, Password will be sent to his / her registered e-mail address).*

### Voting method for Custodian on i-Vote portal for e-Voting :

- After successful login, Bigshare e-Voting system page will appear.

### Investor Mapping :

- First you need to map the investor with your user ID under **"DOCUMENTS"** option on custodian portal.
  - Click on **"DOCUMENT TYPE"** dropdown option and select document type power of attorney (POA).
  - Click on upload document **"CHOOSE FILE"** and upload power of attorney (POA) or board resolution for respective investor and click on **"UPLOAD"**.  
**Note** : The power of attorney (POA) or board resolution has to be named as the **"InvestorID.pdf"** (Mention Demat account number as Investor ID.)
  - Your investor is now mapped and you can check the file status on display.

### Investor vote File Upload :

- To cast your vote select **"VOTE FILE UPLOAD"** option from left hand side menu on custodian portal.
- Select the Event under dropdown option.
- Download sample voting file and enter relevant details as required and upload the same file under upload document option by clicking on **"UPLOAD"**. Confirmation message will be displayed on the screen and also you can check the file status on display (Once vote on a resolution is casted, it cannot be changed subsequently).
- Custodian can **"CHANGE PASSWORD"** or **"VIEW/UPDATE PROFILE"** under **"PROFILE"** option on custodian portal.

### Helpdesk for queries regarding e-Voting :

Login type	Helpdesk details
Shareholder's other than individual shareholders holding shares.	In case shareholders/ investor have any queries regarding e-Voting, you may refer the Frequently Asked Questions ('FAQs') and i-Vote e-Voting module available at <a href="https://ivote.bigshareonline.com">https://ivote.bigshareonline.com</a> , under download section or you can email us to <a href="mailto:ivote@bigshareonline.com">ivote@bigshareonline.com</a> or call us at: 1800 22 54 22.

14. CS Nirav D. Vekariya, Practicing Company Secretary (Membership No. F11660, CP No. 17709) and having his address at Office No. 1116, R.K. Supreme, Opp. Twin Star, Nana Mava Circle, 150 Feet Ring Road, Rajkot – 360004, Gujarat, has been appointed as the Scrutinizer to scrutinize the voting during the AGM and remote e-voting process in a fair and transparent manner.
15. The Scrutiniser shall, immediately after the conclusion of voting at the AGM, first count the votes cast at the AGM. Thereafter, he shall unblock the votes cast through remote e-voting in the presence of at least two (2) witnesses not in the employment of the Company and make, not later than two (2) days of conclusion of the AGM, a consolidated Scrutiniser's Report of the total votes cast in favour or against, if any, to the Chairman of the Company who shall countersign the same and declare the result of the voting forthwith.
16. The Results shall be declared after the receipt of the Scrutiniser's Report from conclusion of the AGM of the Company. The Results declared along with the Scrutiniser's Report shall be placed on the Company's website at [www.essenspeciality.com](http://www.essenspeciality.com) and on the website of BIGSHARE at <https://ivote.bigshareonline.com/>. The results shall also be forwarded to the Stock Exchange within two working days of conclusion of AGM.
17. Route Map to reach to the venue of the Meeting is given at the end of this Notice.

For, **Essen Speciality Films Limited**  
(Formerly Essen Speciality Films Private Limited)

**Place :** Veraval (Shapar)  
**Date :** September 01, 2024

**Pallav K. Doshi**  
**Chairman & Wholetime Director**  
**DIN: 02542047**

**Registered Office:**

Survey No. 192, Plot No. A,  
Industrial Area, Behind Orchev Pharma,  
Veraval (Shapar), Rajkot, Gujarat - 360024  
CIN: L24224GJ2002PLC041119  
Contact: +91 9099955162  
E-mail: [compliances@essenspeciality.com](mailto:compliances@essenspeciality.com)  
Website: [www.essenspeciality.com](http://www.essenspeciality.com)

**Explanatory Statement pursuant to section 102(2) of the Companies Act, 2013 and additional information as required under the Listing Regulations and Circulars issued thereunder****Item No. 4**

As per the provisions of Section 148 of the Companies Act, 2013 ("the Act") read with the Companies (Cost Records and Audit) Rules, 2014 ("the Rules"), as amended from time to time, the Company is required to have an audit of its cost records conducted by a cost accountant for products covered under the Companies (Cost Records and Audit) Rules, 2014. The Board, based on the recommendation of the Audit Committee, has approved the re-appointment of M/s. Sagar M. Kapadiya & Co., Cost Accountants (FRN: 103615) having Mr. Sagar M. Kapadiya (Membership No: 36767) as a sole proprietor of firm, as the Cost Auditors to conduct the audit of the cost records of the Company, for the financial year ending March 31, 2025, at a remuneration of Rs. 40,000/- (Rupees Forty Thousand only) plus GST and out-of pocket expenses.

In pursuance of Section 148(3) of the Act, read with the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to the Cost Auditors, as recommended by the Audit Committee and approved by the Board of Directors, is required to be ratified by the Members of the Company. Accordingly, the consent of the Members is sought for passing an Ordinary Resolution as set out in Item No. 4 of the Notice for ratification of the remuneration payable to the Cost Auditors, for the financial year ending March 31, 2025.

None of the Directors or KMP or their relatives, are in any way concerned with or interested financially or otherwise in the resolution at item no. 4 of the accompanying notice.

The Board of Directors recommend the forgoing ordinary resolution for approval by the members.

**Item No. 5**

Pursuant to the provisions of Section 186 of the Companies Act, 2013 read with the Companies (Meeting of Board and its Powers) Rules, 2014 (the "Rules") (as amended from time to time), the Board of Directors of a Company can give any loan to any person or body corporate, give any guarantee or provide security in connection with a loan to any other body corporate or person; and acquire by way of subscription, purchase or otherwise, the securities of any other body corporate, any sum or sums of moneys on such terms and conditions and with or without security as the Board of Directors may think fit from time to time which together with the loans, guarantee, security and investment given/ provided/ made by the Company, beyond the maximum permissible limit under Section 186 of the Companies Act, 2013 i.e. 60% of the paid-up capital of the Company and its free reserves and securities premium account or one hundred per cent of its free reserves and securities premium account, whichever is more, provided that if special resolution has been passed by the shareholders of the Company to that effect.

Keeping in view the future plans of the Company and to fulfil long term strategic and business objectives and as a measure of achieving greater financial flexibility and to enable optimal financing structure, the Board of Directors in its meeting held on September 01, 2024 has, subject to the approval of shareholders of the Company, has proposed and approved for seeking the shareholder approval for setting up limit upto an aggregate amount of Rs. 200 Crore and to give powers to the Board of Directors or any duly constituted committee thereof to that effect under Section 186 of the Companies Act, 2013.

The loan(s), guarantee(s), security (ies) and investment(s), as the case may be, shall be made in accordance with the applicable provisions of the Companies Act, 2013 and relevant rules made thereunder.

None of the Directors or KMP or their relatives, are in any way concerned with or interested financially or otherwise in the resolution at item no. 5 of the accompanying notice except to the extent of their directorships and shareholding in the Company (if any).

The Board of Directors recommends the said Resolution for the approval of the shareholders of the Company as a Special Resolution.

#### **Item No. 6**

Pursuant to the provisions of Section 185 of the Companies Act, 2013 read with the Companies (Meeting of Board and its Powers) Rules, 2014 (the "Rules") (as amended from time to time), no company shall, directly or indirectly, advance any loan, including any loan represented by a book debt to, or give any guarantee or provide any security in connection with any loan taken by (a) any director of company, or of a company which is its holding company or any partner or relative of any such director; or (b) any firm in which any such director or relative is a partner.

However, a company may advance any loan including any loan represented by a book debt, or give any guarantee or provide any security in connection with any loan taken by any person in whom any of the director of the company is interested, subject to approval of members by way of special resolution by the company in general meeting and the loans are utilized by the borrowing company for its principal business activities.

In order to augment the long term resources of the Company and to render support for the business requirements of the entities in which director of the Company is interested or deemed to be interested from time to time, the Board of Directors in its meeting held on September 01, 2024 has, subject to the approval of shareholders of the Company, proposed and approved for seeking the shareholder approval for advancing any loan, giving any guarantee or providing any security to all such person specified under Section 185 of the Companies Act, 2013 and all together with in whom or in which any of the Director of the Company from time to time is interested or deemed to be interested (hereinafter commonly known as the Entities) for a sum not exceeding the aggregate limit of Rs. 200 Crore. Further, the aforementioned loan(s) and/or guarantee(s) and/or security(ies) shall only be utilized by the borrower for the purpose of its principal business activities and that keeping the best interest of the Company.

None of the Directors or KMP or their relatives, are in any way concerned with or interested financially or otherwise in the resolution at item no. 6 of the accompanying notice except to the extent of their directorships and shareholding in the Company (if any).

The Board of Directors recommends the said Resolution for the approval of the shareholders of the Company as a Special Resolution.

For, **Essen Speciality Films Limited**  
(Formerly Essen Speciality Films Private Limited)

**Pallav K. Doshi**  
**Chairman & Wholetime Director**  
**DIN: 02542047**

**Place :** Veraval (Shapar)  
**Date :** September 01, 2024  
**Registered Office:**  
Survey No. 192, Plot No. A,  
Industrial Area, Behind Orchev Pharma,  
Veraval (Shapar), Rajkot, Gujarat - 360024  
CIN: L24224GJ2002PLC041119  
Contact: +91 9099955162  
E-mail: compliances@essenspeciality.com  
Website: www.essenspeciality.com

**Brief Profile of the Directors seeking Re-Appointment at the Annual General Meeting**

[Pursuant to Regulation 36(3) of the SEBI (Listing Obligations & Disclosure Requirements) Regulation, 2015]

<b>Name of Director</b>	Pallav Kishorbhai Doshi
<b>Designation</b>	Wholetime Director
<b>DIN</b>	02542047
<b>Age</b>	36 Years
<b>Date of first appointment on the Board</b>	05/11/2011
<b>A Brief Resume of the Director &amp; Nature of her Expertise in Specific Functional Areas;</b>	Mr. Pallav Kishorbhai Doshi is the Chairman of the Board and Wholetime Director of the Company. He holds bachelor's degree in engineering in electronic engineering with nano technology from University of York. He has experience of more than a decade in the specialised plastics industry. He has been associated with our Company since 2011 and heads the production and the product development departments.
<b>Disclosure of Relationships Between Directors Inter-Se, Manager &amp; KMP</b>	None
<b>Names of listed entities in which the Director also holds the directorship and the membership of Committees of the board</b>	None
<b>Names of the listed entities from which Director has resigned in the past three years</b>	None
<b>Shareholding of Non-Executive Director in the Company, including shareholding as a Beneficial Owner</b>	Not Applicable

For, **Essen Speciality Films Limited**  
(Formerly Essen Speciality Films Private Limited)

**Place** : Veraval (Shapar)  
**Date** : September 01, 2024

**Pallav K. Doshi**  
**Chairman & Wholetime Director**  
**DIN: 02542047**

**Registered Office:**  
Survey No. 192, Plot No. A,  
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**ATTENDANCE SLIP**  
**22nd ANNUAL GENERAL MEETING - 28/09/2024 AT 11:00 A.M.**

NAME (IN BLOCK LETTERS)	
ADDRESS	
REGISTERED FOLIO NO./ DP ID & CLIENT ID	
SHAREHOLDER / PROXY	

I/We hereby record my/our presence at the 22nd Annual General Meeting of the Company being held on Saturday, September 28, 2024 at 11:00 A.M. at Rajoo Avenue, Survey No. 210, Plot No. 1, Industrial Area, Veraval (Shapar), Rajkot, Gujarat - 360024

Signature of Shareholder / Proxy

Note: Please fill up this attendance slip and hand it over at the entrance of the meeting hall. Members are requested to bring their copies of the Annual Report to the AGM.

**Form No. MGT-11**

**Proxy Form**

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

CIN : L24224GJ2002PLC041119  
 Name of the Company : ESSEN SPECIALITY FILMS LIMITED  
 Registered Office : Survey No. 192, Plot No. A, Industrial Area, Behind Orchev Pharma, Veraval (Shapar), Rajkot, Gujarat - 360024

Name of the Member (s)	
Registered Address	
E-mail Id	
Folio No./ Client Id	
DP Id	

I/We, being the member (s) of ..... shares of Essen Speciality Films Limited, hereby appoint

1. Name : .....  
 Address : .....  
 .....  
 .....  
 E-mail Id : .....  
 Signature : ..... or failing him

2. Name : .....  
 Address : .....  
 .....  
 .....  
 E-mail Id : .....  
 Signature : ..... or failing him

3. Name : .....  
 Address : .....  
 .....  
 .....  
 E-mail Id : .....  
 Signature : .....

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 22nd Annual General Meeting of the Company, to be held on Saturday, September 28, 2024 at 11:00 A.M. at Rajoo Avenue, Survey No. 210, Plot No.1, Industrial Area, Veraval (Shapar), Rajkot, Gujarat - 360024 and at any adjournment thereof in respect of such resolutions as are indicated below:

Sr. No.	Resolutions	For	Against	Abstain
<b>Ordinary Business</b>				
1	Adoption of financial statements for the year ended March 31, 2024.			
2	Declaration of Dividend for the financial year ended March 31, 2024			
3	Appointment of a director in place of Mr. Pallav Kishorbhai Doshi (DIN: 02542047), who retires by rotation and being eligible, offers himself for re-appointment.			
<b>Special Business</b>				
4	Ratification of remuneration payable to M/s. Sagar M. Kapadia & Co., Cost Accountants, Cost Auditor of the Company			
5	Authorisation to Board of Directors for giving loans, guarantee or providing security or investing in securities of body corporates under section 186 of the Companies Act, 2013			
6	Approval for giving loan or guarantee or providing security in connection with loan availed by any person in whom any of the director of the company is interested as specified under section 185 of the Companies Act, 2013			

Signed this ..... day of ..... 2024

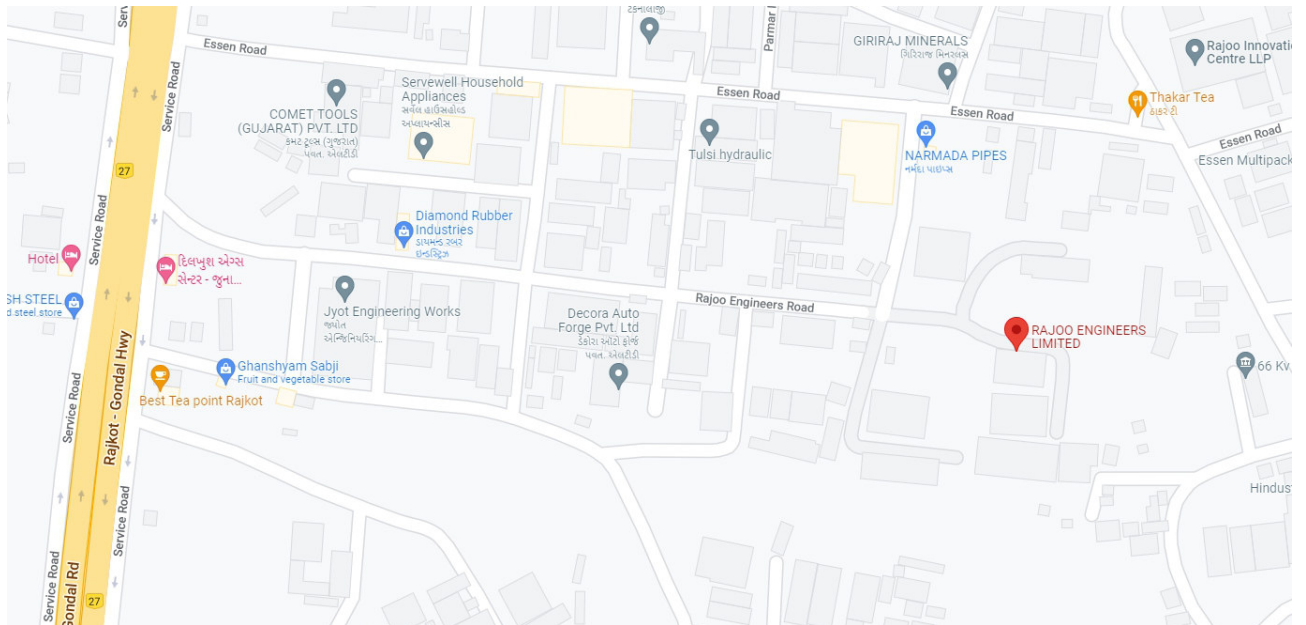
Signature of Shareholder : .....

Signature of Proxy holder(s) : .....

Affix  
Revenue  
Stamp

**Note: This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.**

**Route Map to the Venue of 22nd Annual General Meeting:**



Rajoo Avenue, Survey No. 210, Plot No.1, Industrial Area, Veraval (Shapar), Rajkot, Gujarat - 360024

**Land Mark :** Next to Narmada Pipes Gate