



## **SATI POLY PLAST LIMITED**

(Formerly Known as Sati Poly Plast Private Limited)

**CIN:** U82920BR1999PLC008904

**Registered office:** D.N. SINGH ROAD, Holding No.2, Jain Mandir Road,  
Marwari Tola Lane, Bhagalpur-812002(Bihar)

**Corporate Office:** Unit IS 1801, Urbtech Trade Center, Sector-132, Noida-201304 (U.P)

**E-mail ID:** satipolyplast1@gmail.com, **Website:** [www.satipolyplast.in](http://www.satipolyplast.in) **Contact No.:** 9811511189

Date: September 06, 2025

To,  
The Manager, Capital Market (Listing)  
National Stock Exchange of India Ltd.  
Exchange Plaza, Bandra-Kurla Complex  
Bandra (E) Mumbai – 400051

**Symbol: SATIPOLY**  
**ISIN: INE0RPM01017**

Sub: Submission of 26<sup>th</sup> AGM Notice

Respected Sir/Madam,

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find attached herewith Notice of Annual General Meeting dated September 30, 2025 (“the Notice”) together with the Explanatory Statement seeking approval of the members of the Company for resolutions as set out in the notice, in respect of 26<sup>th</sup> Annual General Meeting of the Members of Sati Poly Plast Limited (“the Company”) to be held on Tuesday, September 30, 2025 at 03:30 P.M. IST through Video Conferencing (“VC”) / Other Audio-Visual Means (“OAVM”).

The Notice is being sent only through electronic mode to the members whose names appear in the Register of Members / List of Beneficial Owners as received from National Securities Depository Limited and Central Depository Services (India) Limited and whose email id is registered with the Company/Depositories, as on Friday, August 29, 2025. The Company has engaged the services of Central Depository Services Limited (“CDSL”), for providing remote e-voting facility to all members.

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

Commencement of e-voting: 9:00 a.m. (IST) on Saturday, September 27, 2025

End of e-voting: 5:00 p.m. (IST) on Monday, September 29, 2025.

The Notice is also available on the Company's website at [www.satipolyplast.in](http://www.satipolyplast.in)

The facility for voting through electronic voting system shall also be made available during the AGM and the Members attending the AGM and holding shares either in physical form or in dematerialized form, as on the cut-off date being the day of Tuesday, September 23, 2025 and who have not already cast their vote by remote e-voting, shall be able to exercise their right to vote at the AGM.

The meeting was commenced at 3:15 p.m. and concluded at 4:25 p.m.



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You are requested to take the same on record and inform all those concerned.

Thanking you,  
Yours Faithfully,

For Sati Poly Plast Limited

Akanksha Jain  
Company Secretary

Encl: as above



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**NOTICE FOR 26<sup>th</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that the 26<sup>th</sup> Annual General Meeting(“AGM”) of the Members of **SATI POLY PLAST LIMITED** (“the Company”) will be held on **Tuesday 30<sup>TH</sup> September, 2025 at 3:30 P.M.** through Video Conference (‘VC’)/ Other Audio-Visual Means (‘OAVM’), to transact the following businesses:

**Ordinary Business:**

**ITEM NO. 1 ADOPTION OF AUDITED FINANCIAL STATEMENTS:**

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

To receive, consider and adopt the Audited Financial Statement for the financial year ended on March 31, 2025, together with the Reports of the Board of Directors and the Auditors thereon.

**RESOLVED THAT** the Board’s Report with Annexures, the Balance Sheet, the Statement of Profit and Loss and the Cash Flow Statement for the Financial Year ended March 31, 2025 and the Financial Statement as at that date together with the Independent Auditors’ Report thereon be and are hereby considered, approved and adopted.”

**Special Business:**

**ITEM NO. 2 APPROVAL OF RELATED PARTY TRANSACTION WITH M/S OSHO TRADEFLEX PRIVATE LIMITED (PROMOTER GROUP COMPANY)**

To consider, and, if thought fit, approve the material related party transaction(s) proposed to be entered into by the Company during financial year 2025-26 and to pass, with or without modification(s), the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to Section 188 of the Companies Act, 2013 read with the rules framed thereunder (including any statutory amendment(s) or re-enactment(s) thereof, for the time being in force, if any), the Policy on Related Party Transaction(s) of Sati Poly Plast Limited (‘Company’) and in terms of Regulation 2(1)(zc) read with Reg. 23 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (‘SEBI Listing Regulations’), as amended from time to time, and based on the approval of the Audit Committee & Board, the consent of the Members of the Company be and is hereby accorded to the Board of Directors of the Company (‘Board’), for entering into and / or carrying out and / or continuing with existing contracts / arrangements/ transactions or modification(s) of earlier/ arrangements/transactions or as fresh and independent transaction(s) or otherwise (whether individually or series of transaction(s) taken together or otherwise), M/s. Osho Tradeflex Private Limited, a related party of the Company being promoter group company, as per the details set out in the explanatory statement annexed to this notice, notwithstanding the fact that the aggregate value of all these transaction(s), whether undertaken directly by the Company or along with its subsidiary(if any), may exceed the prescribed thresholds as per provisions of the Companies Act, 2013 & Reg. 23 of LODR as applicable

from time to time, provided, however, that the said contract(s)/ arrangement(s)/ transaction(s) shall be carried out at an arm's length basis and in the ordinary course of business of the Company."

**"RESOLVED FURTHER THAT** the Board be and is hereby severally authorised to execute all such agreements, documents, instruments and writings as deemed necessary, with power to alter and vary the terms and conditions of such contracts / arrangements / transactions, settle all questions, difficulties or doubts that may arise in this regard

**ITEM NO. 3: TO RATIFY THE REMUNERATION PAYABLE TO THE COST AUDITORS OF THE COMPANY FOR THE FINANCIAL YEAR 2025-26**

To consider and if thought fit to pass the following resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provisions of section 148 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or reenactment(s) thereof, for the time being in force), the members of the Company be and hereby ratify the payment of remuneration of Rs. 60,000/- (Rupees Sixty Thousand Only), plus applicable taxes and reimbursement of out of pocket expenses at actual to M/s Sourab Jain & Co., Cost Accountant, (Registration No. 102649) appointed by the Board on the recommendation of the Audit Committee, as the Cost Auditors to conduct the audit of the cost records of the Company for the Financial Year ending 31st March, 2026.

**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."

**ITEM NO. 4: TO APPOINT M/S DHIRENDER TRIPATHI & ASSOCIATES, PRACTICING COMPANY SECRETARIES, AS SECRETARIAL AUDITORS OF THE COMPANY**

To consider and, if thought fit, to pass the following resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provisions of Section 204 and other applicable provisions, if any, of the Companies Act, 2013 read with the Rules made thereunder and Regulation 24A and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force) and pursuant to the recommendation of the Audit Committee and the Board of Directors of the Company, M/s. Dhirender Tripathi & Associates, Practicing Company Secretaries, (FRN: 24927), be and are hereby appointed as Secretarial Auditors of the Company for a term of five consecutive years, from Financial Year 2025-26 to 2029-30.

**RESOLVED FURTHER THAT** approval of Members be and is hereby accorded for payment of Secretarial Audit fee as agreed by the Board of Directors (including any Committee thereof) and said Secretarial Auditor for the Secretarial Audit and other certifications as may be deemed fit for the remaining tenure.

**RESOLVED FURTHER THAT** any Director or Company Secretary be and is hereby authorized to do all such acts, deeds, things and to sign all such documents and writings as may be necessary to give effect to this resolution, including filing of necessary forms with the Registrar of Companies and other statutory authorities as may be required."

**ITEM NO. 5: TO CONFIRM THE APPOINTMENT OF MS. GUNJAN AGARWAL (DIN: 08149990), AS A DIRECTOR UNDER THE CATEGORY OF NON-EXECUTIVE INDEPENDENT DIRECTOR FOR THE PERIOD FIRST TERM OF FIVE CONSECUTIVE YEARS**

To consider and if thought fit, to convey assent or dissent to the following **Special Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 150 and 152 read with Schedule IV and all other applicable provisions of the Companies Act, 2013 (“the Act”) and the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force) and Regulation 16(1)(b), 17 and 25 of the SEBI (LODR) Regulations, 2015 (“Listing Regulations”) and on the recommendation of Nomination & Remuneration Committee and Board of directors, Ms. Gunjan Agarwal (DIN: 08149990), who was appointed as an Additional Non-Executive Independent Director of the Company by the Board of Directors w.e.f. 17<sup>th</sup> January, 2025 pursuant to provisions of Section 161(1) of the Act and the Articles of Association of the Company and has submitted a declaration that she meets the criteria for independence as provided in the Act and Listing Regulations, be and is hereby confirmed and appointed as a Non-Executive Independent Director of the Company, not liable to retire by rotation, to hold office for a First term of 5 (five) consecutive years with effect from 17<sup>th</sup> January, 2025 to 16<sup>th</sup> January, 2030.

**RESOLVED FURTHER THAT** she would be entitled to receive sitting fees and out of pocket expenses for attending the meetings of the Board and its Committees, as may be determined by the Board.”

**ITEM NO. 6: SHIFTING OF REGISTERED OFFICE OF THE COMPANY FROM THE STATE OF BIHAR TO NATIONAL CAPITAL TERRITORY OF DELHI**

To consider and if thought fit, to convey assent or dissent to the following **Special Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 12, 13 of the Companies Act, 2013 and other applicable provisions of the Companies Act, 2013 (including any amendment thereto or re-enactment thereof) and the rules framed thereunder, if any, and subject to the approval of Central Government (powers delegated to Regional Director) and such other approvals, permissions and sanctions as may be required under the provisions of the Act or under any other law for the time being in force, the consent of the members of the company be and is hereby accorded to shift the registered office of the company from the State of Bihar to National Capital Territory of New Delhi.

**RESOLVED FURTHER THAT** pursuant to the provisions of Sections 12 and 13 and other applicable provisions of the Companies Act, 2013 (including any amendment thereto or re-enactment thereof) and the rules framed thereunder, the consent of members of the company be and is hereby accorded for substituting Clause II of the Memorandum of Association of the Company with the following clause:”

**“II. The Registered office of the company will be situated in the state of NCT of Delhi.”**

**RESOLVED FURTHER THAT** the Board of Directors be and are hereby authorized to finalise the address of Registered office of the Company in the National Capital Territory of Delhi.

**RESOLVED FURTHER THAT** Executive Directors and Company Secretary of the Company, be and is hereby authorised to make necessary applications to the Central Government, Regional Director, ROC and other regulatory authorities in this matter, to appear before them, to file all the necessary forms with the Registrar of Companies and to do all such acts, deeds, matters and things as are necessary for the purpose of giving effect to the above Resolution.

**By Order of the Board  
For Sati Poly Plast Limited**

**Date: 06.09.2025  
Place: Noida**

**Sd/-  
Akanksha Jain  
Company Secretary**

## **EXPLANATORY STATEMENT (Pursuant to Section 102 of the Companies Act, 2013)**

### **ITEM NO. 2 APPROVAL OF RELATED PARTY TRANSACTION WITH M/S OSHO TRADEFLEX PRIVATE LIMITED (PROMOTER GROUP COMPANY)**

As required by Section 102 of the Companies Act, 2013 (the “Act”), and the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the following Explanatory Statement sets out all material facts relating to the business mentioned under Items No. 2 of the accompanying Notice dated 06.09.2025.

Pursuant to the Provisions of Section 188 of the Companies Act, 2013 (“the Act”), read with the Companies (Meetings of Board and its Powers) Rules, 2014 ('Rules') & Reg. 23 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”), the Company is required to obtain consent of the Board of Directors and prior approval of the members by way of Ordinary resolution, in case certain transactions with related parties exceeds such sum as specified in the said Rules & Regulation. The aforesaid provisions are not applicable in respect of transactions which are in the ordinary course of business and on arm's length basis.

As per Regulation 23 of SEBI LODR, a related party transaction is considered “material” and requires approval of the shareholders, if, with effect from April 1, 2025 (for entities listed on SME Exchange the transaction(s) to be entered into individually or together with previous transactions during a financial year, exceed the lower of:

- Rupees fifty crore; or
- Ten percent of the annual consolidated turnover of the Company, as per the last audited financial statements.

Further, in accordance with Section 188 of the Companies Act, 2013 and applicable rules, the following types of transactions with related parties require prior approval of shareholders by way of an ordinary resolution, if they exceed, individually or together with previous transactions during a financial year, the specified threshold limits (as calculated on the basis of the last audited financial statements):

- Sale, purchase or supply of any goods or materials, directly or through agent: ten percent or more of turnover;
- Selling, buying or otherwise disposing of property of any kind, directly or through agent: ten percent or more of net worth;
- Leasing of property of any kind: ten percent or more of turnover;
- Availing or rendering of any services, directly or through agent: ten percent or more of turnover;
- Appointment to any office or place of profit: monthly remuneration exceeding ₹2.5 lakh;
- Underwriting subscription of any securities: remuneration exceeding one percent of net worth.

The proposed transaction(s) cross the materiality thresholds prescribed under one or both of the above regulations, and accordingly, shareholders’ approval is being sought to ensure compliance.

M/s Osho Tradeflex Private Limited is a 'Related Party' within the meaning of the Companies Act, 2013.

The Company has existing transactions with M/s Osho Tradeflex Private Limited, which is in the ordinary course of business and at arm's length basis. However, the estimated value of transaction (existing and proposed) in respect of transactions with M/s Osho Tradeflex Private Limited for the financial year 2025-2026 is likely to exceed 10% of the Annual consolidated turnover of the Company as per the last Audited financial statements of the Company. Thus, these transactions would require the approval of the Members by way of Resolution at the General Meeting and therefore approval of the Members is sought to enable the Board for entering into new/further contracts/ arrangements/ agreements/ transactions (including any modifications, alterations, amendments or renewal thereto) with the aforesaid parties during the Financial year 2025-2026 subject to the limits mentioned in the table below:

| <b>Particulars</b>  | <b>Details</b>  |
|---|---|
| <b>The name of the related party and nature of relationship;</b>                                  | M/s Osho Tradeflex Private Limited (Promoter Group Company)<br><br>Common Directors- Mr. Balmukund Jhunjhunwala & Mr. Aditya Jhunjhunwala.<br><br>Mr. Keshav Jhunjhunwala & Mrs. Anita Jhunjhunwala (Relatives of Director) |
| <b>Name of the related party</b>  | Mr. Balmukund Jhunjhunwala<br><br>& Mr. Aditya Jhunjhunwala.<br><br>Mr. Keshav Jhunjhunwala<br><br>Mrs. Anita Jhunjhunwala  |
| <b>Name of the director or key managerial personnel who is related</b>                            | Mr. Balmukund Jhunjhunwala<br><br>Mr. Aditya Jhunjhunwala<br><br>Mr. Keshav Jhunjhunwala  |
| <b>The nature, duration of the contract and particulars of the contract or arrangement;</b>       | Sale and purchase of raw material & finished goods during the year 2025-26 which shall be renewed on yearly basis.  |
| <b>The material terms of the contract or arrangement including the value, if any;</b>             | Sale and purchase of raw material & finished goods upto maximum amount of INR 150 crores  |
| <b>The maximum value per transaction which can be allowed</b>                                     | Sale and purchase of raw material & finished goods upto maximum amount of INR 150 crores.   |
| <b>Any advance paid or received for the contract or arrangement, if any;</b>                      | NIL   |
| <b>The manner of determining the pricing and other commercial terms, both included as part of</b> | Price is determined based on the mutual understanding between the parties ensuring fairness   |

|   |   |
|---|---|
| <b>contract and not considered as part of the contract</b>  | and reasonableness in the interest of the company and its shareholders. |
| <b>Whether all factors relevant to the contract have been considered, if not, the details of factors not considered with the rationale for not considering those factors; and</b> | Yes, all relevant factors to the contract have been considered.         |
| <b>Any other information relevant or important for the Board to take a decision on the proposed transaction</b>   | NA  |
| <b>The indicative base price or current contracted price and the formula for variation in the price, if any</b>   | NA  |

None of the Directors or Managers or Key Managerial Personnel and their relatives except Mr. Balmukund Jhunjhunwala, Mr. Aditya Jhunjhunwala who are directors in Osho Tradeflex Private Limited. Further, Mr. Keshav Jhunjhunwala is the relative of above are concerned or interested, financial or otherwise, in the aforesaid resolution.

Members may note that in terms of the provisions of the Companies Act, 2013 (the “Act”), the related parties as defined thereunder (whether such related party(ies) is a party to the aforesaid transactions or not), shall not vote to approve resolution under Item No. 2.

Basis the consideration and approval of the Audit Committee, the Board of Directors recommends the Ordinary Resolution forming part of Item No. 2 of the accompanying Notice to the shareholders for approval.

**ITEM NO. 3: TO RATIFY THE REMUNERATION PAYABLE TO THE COST AUDITORS OF THE COMPANY FOR THE FINANCIAL YEAR 2025-26**

Members are hereby informed that upon the recommendation of the Audit Committee, Board of Directors of your Company have appointed M/s Sourab Jain & Co., Cost Accountant, (Registration No. 102649) as Cost Auditors of the Company for the year 2025-26 on the remuneration of Rs. 60,000 (Rupees Sixty Thousand Only) plus applicable taxes and reimbursement of out of pocket expenses at actual. Consent Cum Declaration has been received from the above Cost Auditor regarding his consent and eligibility for appointment as Cost Auditor will be available for inspection of the Members electronically during the 26<sup>th</sup> AGM.

As per section 148(3) read with Rule 14 of Companies (Audit and Auditors) Rules 2014, the remuneration payable to the Cost Auditors is to be ratified by the Shareholders in ensuing 26<sup>th</sup> AGM.

None of the Directors, Key Managerial Personal or their relatives are concerned or interested financial or otherwise in the aforesaid resolution.

The Board of directors recommend to pass necessary resolution as set out in Item No.4 of the Notice by way of an Ordinary Resolution.

**ITEM NO. 4: TO APPOINT M/S DHIRENDER TRIPATHI & ASSOCIATES, PRACTICING COMPANY SECRETARIES, AS SECRETARIAL AUDITORS OF THE COMPANY**



Pursuant to Section 204 of the Companies Act, 2013 read with Rules made thereunder and Regulation 24A of the Listing Regulations, a listed entity shall appoint or reappoint an individual as Secretarial Auditor, on the basis of the recommendation of Audit Committee and the Board of Directors, for not more than one term of five consecutive years or a Secretarial Audit firm as Secretarial Auditor for not more than two terms of five consecutive years, with the approval of its shareholders in the Annual General Meeting.

M/s Dhirender Tripathi & Associates are a reputed firm of Company Secretaries in Practice, specialized in Secretarial Audit and other corporate law matters. The firm is registered with the Institute of Company Secretaries of India and has an experience in providing various corporate law services such as incorporation of companies and Limited Liability Partnerships, secretarial audit for various listed companies, voluntary winding up of companies, acting as scrutinizer etc. The firm also holds a valid Peer Review Certificate. Accordingly, pursuant to the recommendation of the Audit Committee, the Board of Directors of the Company at its meeting held on 30<sup>th</sup> May, 2025, approved the appointment of M/s. Dhirender Tripathi & Associates, Practicing Company Secretaries (Firm Registration Number: 24927), as the Secretarial Auditors of the Company for a term of five consecutive years to hold office from 2025-26 till F.Y. 2029-30. The remuneration proposed to be paid is reasonable and commensurate with their audit experience and hence, the same is recommended by the Audit Committee and the Board of Directors for approval of Members of the Company. Additional fees for statutory certifications and other professional services will be determined separately by the management in consultation with M/s. Dhirender Tripathi & Associates, and will be subject to approval by the Board of Directors and the Audit Committee. The Board of Directors may alter and vary the terms and conditions of appointment, including remuneration, in such manner and to such extent as may be mutually agreed with the Secretarial Auditor.

None of the Directors or KMP's or their relatives are concerned or interested, financially or otherwise, in the said resolution mentioned at Item No. 3 of the Notice.

**ITEM NO. 5: TO CONFIRM THE APPOINTMENT OF MS. GUNJAN AGARWAL (DIN: 08149990), AS A DIRECTOR UNDER THE CATEGORY OF NON-EXECUTIVE INDEPENDENT DIRECTOR FOR THE PERIOD FIRST TERM OF FIVE CONSECUTIVE YEARS**

Ms. Gunjan Agarwal was appointed as Additional Non-Executive Independent Director on the Board of your Company pursuant to the provisions of section 149 of the Companies Act, 2013 ("the Act") read with the Companies (Appointment and Qualifications of Directors) Rules, 2014 and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 on 17<sup>th</sup> January, 2025.

In the opinion of the Board, Ms. Gunjan Agarwal, fulfil the conditions for appointment as Independent Directors as specified in the Act and the Listing Regulations. The resolution seeks the approval of the Members by way of Special Resolution in terms of Act and the Listing Regulations, for regularizing appointment of Ms. Gunjan Agarwal as an Non-Executive Independent Director of the Company for a period commencing from 17<sup>th</sup> January, 2025 till 16<sup>th</sup> January, 2030. Ms. Gunjan Agarwal, once appointed, will not be liable to retire by rotation. The profile and specific areas of expertise of Ms. Gunjan Agarwal are provided as annexure to this Notice.

The Board recommends the resolution set forth in Item No. 5 of this notice for your approval by way of Special Resolution.

None of the Director(s) and Key Managerial Personnel of the Company or their respective relatives, except Ms. Gunjan Agarwal, to whom the resolution relates, are concerned or interested in the Resolution mentioned at Item No. 5 of the Notice.

**Disclosure regarding Directors seeking appointment/re-appointment at the Annual General Meeting Pursuant to Regulation 36(3) of SEBI (LODR), Regulations, 2015 and Secretarial standards-2 on General Meeting.**

|   |   |
|---|---|
| <b>Name</b>   | Gunjan Agarwal (08149990)   |
| <b>Designation</b>  | Independent Director  |
| <b>Category</b>   | Non-Executive   |
| <b>Date of Birth</b>  | 14.03.1988  |
| <b>Date of Appointment</b>  | 17.01.2025  |
| <b>Qualification</b>  | Graduate  |
| <b>No. of shares held</b>   | Nil   |
| <b>List of outside directorship</b>   | Director in Aptax Professionals Private Limited<br>Director in PLBS Private Limited   |
| <b>Terms &amp; conditions of appointment/re-appointment</b>   | She is appointed as Non- Executive Independent Director, from 17 <sup>th</sup> January, 2025 to 16 <sup>th</sup> January, 2030. |
| <b>Details of remuneration sought to be paid and remuneration last drawn</b>                        | NIL Remuneration and to receive sitting fees only to attend Meetings of the Board and Committees thereof                        |
| <b>Relationship with other Directors, Manager and other Key Managerial Personnel of the Company</b> | Not related to any other Directors and Key Managerial Personnel of the Company  |
| <b>Number of Board Meetings attended during the year</b>  | 1/1   |
| <b>Memberships / Chairmanships of Committees of Companies.</b>                                      | In the Company: Member in<br>Audit Committee<br>Stakeholder Committee<br>Nomination & Remuneration committee                    |

**ITEM NO. 6: SHIFTING OF REGISTERED OFFICE OF THE COMPANY FROM THE STATE OF BIHAR TO NATIONAL CAPITAL TERRITORY OF DELHI**

The Company is engaged in the business of manufacturing and sale of plastic raw materials, packaged and finished products in India. Registered office of the company is presently situated in the State of Bihar. During the year, Board of Directors approved shifting of place other than the Registered Office where books of account of the company be kept i.e. Unit IS 1801, Urbtech Trade Centre, Sector- 132, Noida- 201304. Earlier, the corporate office was situated at C-44, Phase-II, Distt. Gautambudh Nagar, Noida- 201305, Uttar Pradesh but major fire accident took place on 15.02.2025 and corporate office was shifted.

In view of above, Board of Directors in their meeting held on 06.09.2025 approved and proposed to shift the registered office at the location near to the corporate office at 9, 1st Floor Shyam Lal Road, Daryaganj, Delhi 110002. Reason for such shifting are:

- a. Better administrative and economic control over the company as registered office will be near to the corporate office;
- b. To increase operational and management efficiency;
- c. To integrate business functions and optimization of administrative expenses.

The shifting of registered office of the Company will not be prejudicial to the interest of any employee, shareholders, creditors or any other stakeholder.

In terms of Section 12, 13, 110 and other applicable provisions of the Act read with rules made thereunder, such shifting of Registered Office and consequent alteration of the Memorandum of Association (MOA) requires the approval of the members of the company by way of Special Resolution and further approval of the Central Government (powers delegated to the Regional Director).

Members who wish to inspect the documents are requested to send an email to [secretarial@satipolyplast.in](mailto:secretarial@satipolyplast.in) mentioning their name, folio number/DP ID/ Client ID and the documents they wish to inspect.

The Board recommends the resolution set forth in Item No. 6 of this notice for your approval by way of Special Resolution.

None of the Director(s) and Key Managerial Personnel of the Company or their respective relatives are concerned or interested in the Resolution mentioned at Item No. 6 of the Notice.

## **Notes:**

1. The Ministry Of Corporate Affairs (“MCA”) has vide Its General Circular No 09/2024 Dated 19.09.2024 The Ministry of Corporate Affairs (“MCA”) has vide its General Circular No 09/2024 dated 19.09.2024 read with General Circular No.09/2023 read with General Circular no. 10/2022 dated December 28, 2022 read with General Circular No. 2/2022 dated May 5, 2022 read with Circular No. 20/2020 dated May 5, 2020 read with Circular No. 14/2020 dated April 8, 2020 and Circular No. 17 dated April 13, 2020 and read with General Circular No. 02/2021 dated 13.01.2021 (hereinafter collectively referred to as “MCA Circulars”) and SEBI Circular No. SEBI/HO/CFD-PoD-2/P/CIR/2023/167 Dated October 07, 2023 read with Circular No. SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated May 13, 2022 read with SEBI circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020 permitted the holding of General Meetings through VC or OAVM without the physical presence of Members at a common venue. In compliance with these MCA Circulars and the relevant provisions of the Companies Act, 2013 and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Annual General Meeting of the Members of the Company is being held through VC/OAVM, which does not require physical presence of members. In compliance with these Circulars and the relevant provisions of the Companies Act, 2013 and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Notice of the AGM is be sent only through electronic mode and to only those members who names appear in the register of Members as on august 29, 2025 and whose e-mail ids are registered with the registrar and share transfer agent/depository participant.
2. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE GENERAL MEETING IS NOT ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF SINCE THIS MEETING IS HELD THROUGH VC/OAVM.
3. Institutional/ Corporate Shareholders (i.e. other than individuals/ HUF, NRI, etc.) are required to send a scanned copy (PDF/JPG Format) of its Board or governing body Resolution/Authorization etc., authorizing its representative to attend the AGM through VC/OAVM on its behalf and to vote through remote e-voting. The said Resolution/Authorization shall be sent to the Scrutinizer by e-mail through their registered email address to [dhirenderadvocate85@gmail.com](mailto:dhirenderadvocate85@gmail.com) with a copy marked to the Company at [secretarial@satipolyplast.in](mailto:secretarial@satipolyplast.in).
4. Members attending the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
5. The Notice of the AGM will be available on the Company’s website i.e. [www.satipolyplast.in](http://www.satipolyplast.in) as well as on the MUFG website i.e. [www.in.mpms.mufg.com](http://www.in.mpms.mufg.com) and on stock exchange website i.e. [www.nseindia.com](http://www.nseindia.com).
6. Members holding shares in the same set of names under different ledger folios are requested to apply for consolidation of such folios along with relevant share certificates to the Company’s Registrar & Transfer Agents.
7. Members holding shares in physical form are requested to notify/ send the following to the Company’s Registrar and Share Transfer Agents to facilitate better service:
  - a. any change in their address/ mandate/ bank details
  - b. particulars of their bank account in case the same have not been sent earlier, and
  - c. share certificate(s) held in multiple accounts in identical names or joint accounts in the same order of names for consolidation of such shareholdings into one account.

8. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company/ Registrar and Share Transfer Agents.
9. 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 transmission or transposition of securities. In view of this, Members holding shares in physical form are requested to consider converting their holdings to dematerialized form.
10. Member who is desirous of getting any information as regard to the business to be transacted at the meeting are requested to send their queries to the Company through email on [secretarial@satipolyplast.in](mailto:secretarial@satipolyplast.in) at least seven days in advance of the meeting in order to keep the information required readily available at the meeting.
11. Members who have not registered their e-mail addresses so far are requested to register their email address with the Depository Participants ('DP') for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically.
12. Shareholders who have not got their e-mail address registered or wish to update a fresh e-mail address may do so by submitting the attached E-mail Registration-Cum Consent Form duly filled and signed along with a self-attested scanned copy of their PAN Card and AADHAAR Card to the Company at the e-mail address [secretarial@satipolyplast.in](mailto:secretarial@satipolyplast.in) in consenting to send all communications/ and other documents in electronic form.
13. Nomination facility for shares is available for Members. For Members holding shares in physical form, the prescribed form can be obtained from the Company's Registrar and Share Transfer Agents, M/s. MUFG Intime India Private Limited having address at C-101, 247 Park, Lal Bahadur Shastri Marg, Vikhroli (W), Mumbai - 400 083. For Members holding shares in electronic form, you are requested to approach your Depository Participant (DP) for the same.
14. To support the 'Green Initiative' Members who have not registered their e-mail addresses are requested to register their e-mail IDs with M/s. MUFG Intime India Private Limited (MUFGIPL) for receiving Notices and other communications through electronic mode pursuant to Section 101 and Section 136 of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014, as amended.
15. Voting through electronic means: In compliance with the provisions of Section 108 of the Act and the Rules framed there under, the Members are provided with the facility to cast their vote electronically, through the e-voting services provided by MUFG Intime India Private Limited (MUFGIPL), on all resolutions set forth in this Notice.

**THE INSTRUCTIONS FOR SHAREHOLDERS FOR REMOTE E-VOTING BEFORE AGM ARE AS UNDER:**

In compliance with the provisions of Section 108 of Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014 and the provisions of Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the members are provided with the facility to cast their vote electronically, through the remote evoting services provided by MUFG Intime India Private Limited (formerly Link Intime India Private Limited), on all the resolutions set forth in this Notice. In terms of SEBI/HO/CFD/PoD2/CIR/P/2023/120 dated July 11, 2023, individual shareholders

holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants.

#### **CDSL e-Voting System – For e-voting and Joining Virtual meetings.**

- i. As you are aware, in view of the situation arising due to COVID-19 global pandemic, the general meetings of the companies shall be conducted as per the guidelines issued by the Ministry of Corporate Affairs (MCA) vide Circular No. 14/2020 dated April 8, 2020, Circular No.17/2020 dated April 13, 2020 and Circular No. 20/2020 dated May 05, 2020. The forthcoming AGM/EGM will thus be held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate in the ensuing AGM/EGM through VC/OAVM.
- ii. 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 MCA Circulars 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 AGM. For this purpose, the Company has entered into an agreement with Central Depository Services (India) Limited (CDSL) for facilitating voting through electronic means, as the authorized e-Voting's agency. The facility of casting votes by a member using remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.
- iii. The Members can join the 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 AGM through VC/OAVM will be made available to atleast 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 AGM without restriction on account of first come first served basis.

#### **THE INTRUCTIONS OF SHAREHOLDERS FOR E-VOTING AND JOINING VIRTUAL MEETINGS ARE AS UNDER:**

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

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

- (i) The voting period begins on Saturday, September 27, 2025 (from 9:00 a.m. IST) and ends on Monday, September 29, 2025 (till 5:00 p.m. IST). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of 23<sup>rd</sup> September, 2025 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Pursuant to SEBI Circular No. **SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020**, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/retail shareholders is at a negligible level. Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed

entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

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

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

- (iii) In terms of **SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 9, 2020** on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to abovesaid SEBI Circular, Login method for e-Voting and joining virtual meetings **for Individual shareholders holding securities in Demat mode CDSL/NSDL** is given below:

| Type of shareholders   | Login Method  |
|--|---|
| Individual Shareholders holding securities in Demat mode with <b>CDSL Depository</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 users to login to Easi / Easiest are requested to visit cdsi website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; My Easi New (Token) Tab.</li><li>2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.</li><li>3) If the user is not registered for Easi/Easiest, option to register is available at cdsi website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; My Easi New (Token) Tab and then click on registration option.</li><li>4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.</li></ol> |

|   |  |
|---|--|
| <p>Individual Shareholders holding securities in demat mode with <b>NSDL Depository</b></p>                               | <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.nsdl.com">https://eservices.nsdl.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 “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> <li>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></li> <li>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 and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting</li> <li>4) For OTP based login you can click on <a href="https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp">https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp</a>. You will have to enter your 8-digit DP ID, 8-digit Client Id, PAN No., Verification code and generate OTP. Enter the OTP received on registered email id/mobile number and click on login. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on <b>company name or e-Voting service provider name</b> and you will be re-directed to <b>e-Voting service provider website</b> for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> </ol> |
| <p>Individual Shareholders (holding securities in demat mode) login through their <b>Depository Participants (DP)</b></p> | <p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. 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 or joining virtual meeting &amp; voting during the meeting.</p>  |



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**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 toll free no. 1800 21 09911 |
| 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 : 022 - 4886 7000 and 022 - 2499 7000                  |

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

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

|  |  |
|--|--|
|  | <b>For Physical shareholders and other than individual shareholders holding shares in Demat.</b>   |
| PAN  | <p>Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none"> <li>Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.</li> </ul> |
| Dividend Bank Details<br><b>OR</b> Date of Birth (DOB) | <p>Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.</p> <ul style="list-style-type: none"> <li>If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field.</li> </ul>                 |

- g. After entering these details appropriately, click on “SUBMIT” tab.
- h. Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach ‘Password Creation’ menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- i. For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- j. Click on the EVSN for the relevant <Company Name> on which you choose to vote.
- k. On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- l. Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- m. After selecting the resolution, you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.
- n. Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- o. You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.

- p. If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- q. There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.
- (v) **Additional Facility for Non – Individual Shareholders and Custodians –For Remote Voting only.**
- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves in the “Corporates” module.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
  - The list of accounts linked in the login will be mapped automatically & can be delink in case of any wrong mapping.
  - It is Mandatory that, a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
  - Alternatively Non Individual shareholders are required mandatory to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; [secretarial@satipolyplast.in](mailto:secretarial@satipolyplast.in), if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

**INSTRUCTIONS FOR SHAREHOLDERS ATTENDING THE AGM/EGM THROUGH VC/OAVM & E-VOTING DURING MEETING ARE AS UNDER:**

- (i) The procedure for attending meeting & e-Voting on the day of the AGM/ EGM is same as the instructions mentioned above for e-voting.
- (ii) The link for VC/OAVM to attend meeting will be available where the EVSN of Company will be displayed after successful login as per the instructions mentioned above for e-voting.
- (iii) Shareholders who have voted through Remote e-Voting will be eligible to attend the meeting. However, they will not be eligible to vote at the AGM/EGM.
- (iv) Shareholders are encouraged to join the Meeting through Laptops / IPads for better experience.
- (v) Further shareholders will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- (vi) 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.

- (vii) Shareholders who would like to express their views/ask questions during the meeting may register themselves as a speaker by sending their request in advance atleast **7 days prior to meeting** mentioning their name, demat account number/folio number, email id, mobile number at (company email id). The shareholders who do not wish to speak during the AGM but have queries may send their queries in advance **7 days prior to meeting** mentioning their name, demat account number/folio number, email id, mobile number at (company email id). These queries will be replied to by the company suitably by email.
- (viii) Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.
- (ix) Only those shareholders, who are 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 available during the AGM.
- (x) If any Votes are cast by the shareholders through the e-voting available during the AGM and if the same shareholders have not participated in the meeting through VC/OAVM facility, then the votes cast by such shareholders may be considered invalid as the facility of e-voting during the meeting is available only to the shareholders attending the meeting.

If you have any queries or issues regarding attending AGM & e-Voting from the CDSL e-Voting System, you can write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or contact at toll free no. 1800 21 09911

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

## 16. Other Information

- a. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date i.e. Tuesday 23<sup>rd</sup> September 2025 only shall be entitled to avail the facility of remote e-Voting as well as e-voting at the AGM.
- b. The remote e-voting period commences on Saturday, September 27, 2025 (from 9:00 a.m. IST) and ends on Monday, September 29, 2025 (till 5:00 p.m. IST). The e-voting module shall be disabled for voting thereafter. Once the vote on a resolution is cast by the Member, he/she shall not be allowed to change it subsequently or cast the vote again.
- c. The Shareholders who have cast their vote by remote e-voting prior to the AGM may also attend and participate in the proceedings of the AGM through VC/OAVM but shall not be entitled to cast their votes again.
- d. The shareholders can opt for only one mode of voting i.e. Remote e-voting or e-voting during the AGM through VC/OAVM.
- e. The Board of Directors have appointed M/s Dhirender Tripathi & Associates, Practicing Company Secretary as the Scrutiniser to scrutinise the voting at the AGM and remote e-voting process in a fair and transparent manner.
- f. The Scrutiniser shall after the conclusion of voting at the AGM, will submit consolidated Scrutiniser's Report of the total votes cast in favour or against, if any, to the Chairman or a person

authorised by him in writing, who shall countersign the same and declare results (consolidated) within two working days from the conclusion of the meeting.

- g. The result declared along with the Scrutiniser's Report shall be communicated to the stock exchanges immediately after the results are declared, and will be placed on the companies website at [www.satipolyplast.in](http://www.satipolyplast.in).
- h. The voting rights of Shareholders shall be in proportion to their shares in the paid-up equity share capital of the company as on the cut-off date. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of voting, either through remote e-voting or e-voting during the AGM.
- i. Any person, who acquires shares of the Company and becomes a Member of the company after dispatch of the Notice and holding shares as of the cut-off date, may obtain the login ID and password by sending a request at [enotices@in.mpms.mufg.com](mailto:enotices@in.mpms.mufg.com). However, if the person is already registered for remote e-voting with MUFG Intime India Private Limited, then existing User ID and password of the said person can be used for casting the vote.

**By Order of the Board  
For Sati Poly Plast Limited**

**Date: 06.09.2025**

**Place: Noida**

**Sd/-  
Akanksha Jain  
Company Secretary**

**SATI POLY PLAST LIMITED**

(Formerly Known as Sati Poly Plast Private Limited)

**CIN:** U82920BR1999PLC008904

**Registered office:** D.N. SINGH ROAD, Holding No.2, Jain Mandir Road,  
Marwari Tola Lane, Bhagalpur-812002(Bihar)

**Corporate Office:** Unit IS 1801, Urbtech Trade Center, Sector-132, Noida-201305 (U.P)

**E-mail ID:** satipolyplast1@gmail.com, **Website:** [www.satipolyplast.in](http://www.satipolyplast.in) **Contact No.:** 9811511189

**Proxy Form- MGT-11**

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

|                       |  |
|-----------------------|--|
| 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 M/S SATI POLY PLAST LIMITED, hereby appoint

|           |  |
|-----------|--|
| 1. Name   |  |
| E-mail ID |  |
| Address   |  |
| Signature |  |

Or failing her/him

|           |  |
|-----------|--|
| 2. Name   |  |
| E-mail ID |  |
| Address   |  |
| Signature |  |

Or failing her/him

|         |  |
|---------|--|
| 3. Name |  |
|---------|--|

|           |  |
|-----------|--|
| E-mail ID |  |
| Address   |  |
| Signature |  |

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at Annual General Meeting of the Company, to be held on Tuesday, the 30<sup>th</sup> September, 2025 at 3:30 P.M. at the Corporate Office of the Company situated at Unit IS 1801, Urbtech Trade Centre, Sector-132, Noida- 201304 and at any adjournment thereof in respect of such resolutions as are indicated below:

| Sr. No. | Resolutions  | For | Against |
|---------|--|-----|---------|
| 1.      | To adopt Audited Financial Statements for the Financial Year ended March 31, 2025  |     |         |
| 2.      | Approval of Related Party Transaction with M/s Osho Tradeflex Private Limited (Promoter Group Company)   |     |         |
| 3.      | To ratify the remuneration payable to the Cost Auditors of the company for the financial year 2025-26  |     |         |
| 4.      | To appoint M/S Dhirender Tripathi & Associates, Practicing Company Secretaries, As Secretarial Auditors Of The Company   |     |         |
| 5.      | To confirm the appointment of Ms. Gunjan Agarwal (Din: 08149990), as a Director under the category of Non-Executive Independent Director for the period first term of five consecutive years |     |         |
| 6.      | Shifting of registered office of the company from the State of Bihar to National Capital Territory Of Delhi  |     |         |

Signed this .....day of ..... 2025

Signature of shareholder

Signature of Proxy holder(s)

