

5. Detailed guidance for participating in the Postal Ballot through e-Voting is appended to this Notice.
6. The e-Voting will commence on Saturday, the 05th April 2025 at (9:00 AM) IST and end on Sunday, the 04th May 2025 at (5:00 PM) IST.
7. In terms of the resolution of the Board of Directors passed at their meeting held on 05th February 2025, pursuant to Rule 22(5) of the Rules, M/s B Chandra & Associates, Practising Company Secretaries, Chennai, have been appointed as the Scrutinizers, for conducting the voting by Postal Ballot through electronic means in a fair and transparent manner.
8. After completion of the scrutiny of voting, the Scrutinizers will submit their report on the results to the Chairman of the Company or any person authorized by him. The results will be announced by the Chairman or any other Director of the Company, within the stipulated timelines in compliance with the Companies Act, 2013 and other rules and Regulations made thereunder by placing it along with the Scrutinizer's Report on the Company's website www.manalipetro.com, the website of the Agency (CDSL) and communicated to the Stock Exchanges as required under the relevant law.
9. The last date of e-Voting, i.e., Sunday, the 04th May 2025 will be taken to be the date of passing of the resolutions in this Notice.
10. Members requiring any clarification may contact the Company Secretary at the registered office of the Company at the address given above or through e-mail viz., companysecretary@manalipetro.com or the RTA of the Company through their online investor portal viz., wisdom.cameoindia.com.
11. Grievances, if any, connected with e-Voting may be addressed to Mr. Rakesh Dalvi, Sr. Manager, Central Depository Services (India) Limited (CDSL), A Wing, 25th Floor, Marathon Futurex, Mafatlal Mills Compound, N. M. Joshi Marg, Lower Parel (East), Mumbai – 400013 or send an email to helpdesk.evoting@cdslindia.com or call on Toll Free No.: 1800 21 09911.
12. Non-Individual Members shall make sure that the Power of Attorney or as the case may be certified copy of the Board Resolution to exercise the voting on behalf of the entity has been duly registered or provided to the Scrutinizers through e-mail to bchandraassociates@gmail.com while casting their vote for the proposals covered under this notice.

RESOLUTIONS

1. Appointment of Mr. Hugo Patrice Michel Chardon (Mr. Hugo Chardon) (DIN: 10919071), as a Director of the Company.

To consider and if thought fit, to give assent/dissent to the following as an Ordinary Resolution:

RESOLVED THAT pursuant to the provisions of Sections 152, 160 and other applicable provisions if any of the Companies Act, 2013 (“the Act”) & the Rules made thereunder read with the applicable regulations of SEBI Listing Regulations, 2015 and the Articles of Association of the Company and based on the recommendation of the Nomination and Remuneration Committee and the consent of the Board of Directors of the Company, Mr. Hugo Chardon (DIN: 10919071), who was appointed as an Additional Director of the Company under Section 161 of the Act with effect from 05th February 2025 is appointed as a Director of the Company, liable to retire by rotation.

2. Appointment of Mr. Niranjhan Madras Srinivasan (DIN: 01650785), as an Independent Director of the Company.

To consider and if thought fit, to give assent/dissent to the following as Special Resolution:

RESOLVED THAT pursuant to the provisions of Sections 152, 160 and other applicable provisions if any of the Companies Act, 2013 (“the Act”) & the Rules made thereunder read with the applicable regulations of SEBI Listing Regulations, 2015 and the Articles of Association of the Company and based on the recommendation of the Nomination and Remuneration Committee and the consent of the Board of Directors of the Company, Mr. Niranjhan Madras Srinivasan (DIN: 01650785), who was appointed as an Additional Director of the Company under Section 161 of the Act with effect from 05th February 2025 is appointed as a Director of the Company, not liable to retire by rotation.

RESOLVED FURTHER THAT pursuant to Sections 149,150,152 and 160 read with Schedule IV of the Companies Act, 2013, the Rules made thereunder and other applicable provisions of the Companies Act, 2013 read with applicable provisions of SEBI Listing Regulations, 2015 (including any statutory amendment(s) or modification(s) re-enactment(s) thereof, for the time being in force), Articles of Association of the Company and

on the recommendation of the Nomination and Remuneration Committee & consent of Board of Directors of the Company, Mr. Niranjhan Madras Srinivasan (DIN: 01650785) is appointed as an Independent Director of the Company, for a term of five years commencing from 05th February 2025.

3. Re-designation and appointment of Mr. R Chandrasekar, Managing Director (DIN: 06374821), as Managing Director & CEO – MPL Group.

To consider and if thought fit, to give assent/dissent to the following as a Special Resolution:

RESOLVED THAT in partial modification to the resolution passed on 09th August 2024 by the Members, the consent of the Members is accorded for the following:

- a. Re-designation and appointment of Mr. R Chandrasekar, Managing Director (DIN: 06374821) as Managing Director & CEO – MPL Group, not liable to retire by rotation in line with Section 196, 197, 198 and 203 of the Companies Act, 2013 read with schedule V, and other applicable provisions, if any, of the Act, the Rules made thereunder and Articles of Association of the Company and subject to such other approvals as may be required.
- b. Period of appointment: w.e.f. 1st February 2025 until 12th May 2027. (remaining period of his current tenure)
- c. Remuneration: Mr. R Chandrasekar, (DIN: 06374821) shall be eligible for the following remuneration as Managing Director & CEO – MPL Group from 01st February 2025:
 - i. Total remuneration shall be ₹ 107.81 lakh including basic salary and all other allowances but excluding annual performance linked pay and contribution to Provident and other Funds, gratuity, leave with salary and encashment thereof, and other benefits which shall be in accordance with the applicable law/service rules of the Company.
 - ii. The quantum of the annual performance linked pay shall be ₹ 25 lakh or such other sum as may be decided by the Board for each year, subject to the condition that the total remuneration including the annual performance linked pay to Mr. R Chandrasekar, (DIN: 06374821) for the year shall be within the limits prescribed under the Act.
 - iii. The contribution to provident fund and other funds, gratuity and leave encashment at the end of the tenure shall not be included in the computation of ceiling for the aforesaid minimum remuneration.
 - iv. The following shall not be deemed to be remuneration to Mr. R Chandrasekar, (DIN: 06374821)
 - Provision of local travel facilities, telephone at residence and mobile phone and other communication facilities.
 - Reimbursement of entertainment expenses and travelling expenses actually incurred for the conduct of the business of the Company, subject to a reasonable ceiling as may be fixed by the Chairman from time to time.
 - Other expenses incurred by him in relation to the discharge of his duties in relation to the business of the Company.
 - v. In the event of loss or inadequacy of profits, the quantum of annual performance linked pay shall be decided by Board from time to time.
- d. The term of office of Mr. R Chandrasekar as a Director of the Company shall be coterminous with his term as a Managing Director & CEO – MPL Group, unless otherwise decided by the Board of Directors of the Company.

4. Re-designation of Mr. G R Sridhar, Wholetime Director (Operations) (DIN: 10596912) as Wholetime Director (Head of Plant Operations) and revision in remuneration.

To consider and if thought fit, to give assent/dissent to the following as a Special Resolution:

RESOLVED THAT in partial modification to the resolution passed on 09th August 2024 by the Members, the consent of the Members is accorded for the following:

- a. Re-designation of Mr. G R Sridhar, Wholetime Director (Operations) (DIN: 10596912) as Wholetime Director (Head of Plant Operations) of the Company, not liable to retire by rotation in line with Section 196, 197, 198 and 203 of the Companies Act, 2013 read with schedule V, and other applicable provisions, if any, of the Act, the Rules made thereunder and Articles of Association of the Company and subject to such other approvals as may be required.

- b. Period of appointment: w.e.f. 1st February 2025 until 12th May 2027. (remaining period of his current tenure)
- c. Remuneration: Mr. G R Sridhar, (DIN: 10596912) shall be eligible for the following remuneration as Wholetime Director (Head of Plant Operations) from 01st February 2025:
- Total remuneration shall be ₹ 54.95 lakh including basic salary and all other allowances but excluding annual performance linked pay and contribution to Provident and other Funds, gratuity, leave with salary and encashment thereof, and other benefits which shall be in accordance with the applicable law/service rules of the Company.
 - The quantum of the annual performance linked pay shall be ₹ 15 lakh or such other sum as may be decided by the Board for each year, subject to the condition that the total remuneration including the annual performance linked pay to Mr. G R Sridhar (DIN: 10596912) for the year shall be within the limits prescribed under the Act.
 - The contribution to provident fund and other funds, gratuity and leave encashment at the end of the tenure shall not be included in the computation of ceiling for the aforesaid minimum remuneration.
 - The following shall not be deemed to be remuneration to G R Sridhar (DIN: 10596912)
 - Provision of local travel facilities, telephone at residence and mobile phone and other communication facilities.
 - Reimbursement of entertainment expenses and travelling expenses actually incurred for the conduct of the business of the Company, subject to a reasonable ceiling as may be fixed by the Managing Director from time to time.
 - Other expenses incurred by him in relation to the discharge of his duties in relation to the business of the Company.
 - In the event of loss or inadequacy of profits, the quantum of annual performance linked pay shall be decided by Board from time to time.
- d. The term of office of Mr. G R Sridhar as a Director of the Company shall be coterminous with his term as a Wholetime Director (Head of Plant Operations), unless otherwise decided by the Board of Directors of the Company.
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EXPLANATORY STATEMENT UNDER SECTION 102 OF THE COMPANIES ACT, 2013

Item 1:

Board of Directors at their meeting held on 05th February 2025 had considered and appointed Mr. Hugo Patrice Michel Chardon (Mr. Hugo Chardon) (DIN: 10919071), as an additional director to the Board under Non-executive Non-Independent category, based on the recommendation of Nomination and Remuneration Committee (NRC). The Company has also received a proposal for his appointment as a Director of the Company under Section 160 of the Act. As the appointment has been recommended by the NRC, there is no requirement of any deposit for considering the same.

Brief Profile:

Mr. Hugo Chardon holds bachelor's degree in mathematical finance/economics from Pontifícia Universidade Católica do Paraná and MSc in Applied Econometrics – Asset Management from IAE Paris-Est. He is currently the Head of Strategy for AM International Holdings Pvt Ltd (AMIH) and is based between the UK and Singapore. He oversees planning and strategy development, economic studies, and mergers & acquisitions/divestitures.

He is also the Co-Founder and Director of Investments of London-based venture capital Amrock Ventures Ltd, which invests in innovative companies and visionary founders with a long-term horizon.

Considering his rich experience and expertise on business process, strategy & policy, finance, M&A, risk management, Investment Management, will immensely benefit the Company's growth in the long run.

Details in accordance with Regulation 36(3) of the SEBI Listing Regulations, 2015 and Secretarial Standards-2 (SS- 2) issued by Institute of Companies Secretaries of India (ICSI) are provided in additional information/explanatory statement of this Notice.

Brief profile:

Mr. G R Sridhar aged 54 years, is a qualified Chemical Engineer from Annamalai University joined the Company on 17th January 2022 as General Manager (Operations) and was elevated as Wholetime Director (Operations) by the Board on 13th May 2024. He has about 34 years of experience and prior to joining the Company, he was associated with Ultramarine Pigments as AVP Operations. He has rich experience in production, maintenance, R&D, safety and environment.

As recommended by the NRC and considered by the Board of Directors of the Company, the revised remuneration and other terms and conditions of his appointment are as specified in the resolution. The proposed remuneration is considered reasonable taking into account various factors including but not limited to his qualification, rich domain expertise, leadership qualities, technical capabilities and other related factors and the performance of the Company, remuneration to similarly placed executives in the industry, and the like.

Upon approval from Members, Mr. G R Sridhar will be re-designated as Wholetime Director (Head of Plant Operations) w.e.f. 01st February 2025 until 12th May 2027 (remaining period of the current tenure).

None of the Directors and Key Managerial Personnel of the Company or their relatives other than Mr. G. R. Sridhar and his relatives are concerned or in any way interested in the Resolution as set out in item no 4.

The Board of Directors recommends the resolution for consideration and approval of the Members as Special Resolution for item no. 4.

STATUTORY DISCLOSURES

STATEMENT PURSUANT TO CLAUSE (IV) OF SECOND PROVISIO TO PARAGRAPH B OF SECTION II OF PART II OF SCHEDULE V TO THE ACT (Item Nos. 1 to 4).

General Information

(1)	Nature of Industry	Petrochemicals – Manufacture of Propylene Oxide, Propylene Glycol and Polyols, intermediates with applications across a spectrum of industries including Pharmaceuticals, Polyurethane, Resin, Fragrances, Food, Refrigeration, Oil Drilling, etc.				
(2)	Year of Commencement of Commercial Production	1990				
(3)	Financial performance and Export data	Year	₹ In crore			Dividend
			Net Sales	PAT	Exports	%
		2023-24	796.62	(9.25)	16.41	15
		2022-23	1,021.62	50.81	24.81	15
		2021-22	1,439.64	376.69	64.17	50
		2020-21	920.59	192.60	19.36	30
	2019-20	674.19	38.64	4.60	15	
(4)	Foreign investments or collaborations if any	The Company has invested ₹ 398 crore in its Wholly Owned Subsidiary viz., AMCHEM Speciality Chemicals Private Limited, Singapore.				

Information about the Director

(1)	Name	Mr. Hugo Chardon (Item 1)	Mr. M S Niranjhan (Item 2)	Mr. R Chandrasekar (Item 3)	Mr. G R Sridhar (Item 4)
(2)	Background details	Furnished in the Explanatory statement	Furnished in the Explanatory statement	Furnished in the Explanatory statement	Furnished in the Explanatory statement
(3)	Past remuneration for FY 2024-25 (in ₹) until January 2025	NA	NA	₹ 114.63 Lakh *	₹ 41.39 Lakh *

(4)	Job profile and his suitability	Furnished in the Explanatory statement	Furnished in the Explanatory statement	Furnished in the Explanatory statement	Furnished in the Explanatory statement
(5)	Remuneration proposed	NA	NA	Furnished in Resolution	Furnished in Resolution
(6)	Comparative remuneration profile with respect to industry, size of the company, profile of the position and person	NA	NA	Taking into consideration the size of the Company, the profile, knowledge, skills and responsibilities shouldered by Mr. R Chandrasekar, the remuneration proposed to be paid is commensurate with the remuneration packages paid to their similar counterparts in other companies	Taking into consideration the size of the Company, the profile, knowledge, skills and responsibilities shouldered by Mr. G R Sridhar, the remuneration proposed to be paid is commensurate with the remuneration packages paid to their similar counterparts in other companies
(7)	Pecuniary relationship directly or indirectly with the Company or relationship with the managerial personnel if any	He does not have any other pecuniary relationship with the Company or relationships with any other managerial personnel and Directors except Mr. Ashwin Muthiah and Ms. Devaki Muthiah Chardon	He does not have any other pecuniary relationship with the Company or relationships with any other managerial personnel and Directors	Besides the remuneration paid /proposed to be paid to Mr. R Chandrasekar, he does not have any other pecuniary relationship with the Company or relationships with any other managerial personnel and Directors	Besides the remuneration paid / proposed to be paid to Mr. Sridhar, he does not have any other pecuniary relationship with the Company or relationships with any other managerial personnel and Directors.

* The said remuneration includes the Annual Performance Linked Pay of FY 2023-24 as approved by the members earlier.

Other information

(1)	Reasons of loss or inadequate profits	During the year, the company continued to get affected by the dumping of imported materials at cheaper prices coupled with the increase in raw materials cost which impacted the margins.
(2)	Steps taken or proposed to be taken for improvement	Necessary steps and measures being taken by the Company without limitation to improve its margin, prioritize R&D and innovation, cost optimization, aligning with the commitment to manufacture environmentally friendly products.
(3)	Expected increase in productivity and profits in measurable terms	Company is confident that through its various remedial steps as indicated above, the productivity and profits is expected to improve in the coming quarters to in line with pre covid levels, subject to market conditions.

Disclosure under Regulation 36(3) of SEBI Listing Regulations, 2015 and SS-2 (General Meeting)

1	Name (Mr.)	Hugo Chardon	M S Niranjhan	R Chandrasekar	G R Sridhar
2	Age	34	39	61	54
3	Nationality	French	Indian	Indian	Indian
4	Qualifications	Please refer explanatory statement	Please refer explanatory statement	Please refer explanatory statement	Please refer explanatory statement
5	Brief resume of the Director				
6	Nature of expertise in specific functional areas				
7	skills and capabilities required for the role and the manner in which the proposed person meets such requirements				
8	Terms and conditions of Appointment				
9	Details of Remuneration	Sitting fees as approved by the Board within the limits prescribed under the Companies Act, 2013. Other remuneration if any in line with applicable regulations.	Sitting fees as approved by the Board within the limits prescribed under the Companies Act, 2013. Other remuneration if any under applicable regulations.	Please refer resolution	Please refer resolution
10	Remuneration last drawn for FY 2024-25 (Until January 2025)	NA	NA	₹ 114.63 Lakh (The said remuneration includes the Annual Performance Linked Pay of FY 2023-24)	₹ 41.39 Lakh (The said remuneration includes the Annual Performance Linked Pay of FY 2023-24)
11	Remuneration sought to be paid	Sitting fees as approved by the Board within the limits prescribed under the Companies Act, 2013.	Sitting fees as approved by the Board within the limits prescribed under the Companies Act, 2013.	Please refer Resolution	Please refer Resolution
12	Date of first appointment on the Board	Appointed as Additional Director under the Non-executive / Non-Independent category on 05 th February 2025.	Appointed as Additional Director under the Non-executive / Independent Category on 05 th February 2025.	The Board of Directors at their meeting held on 2 nd November 2022 has appointed Mr. R Chandrasekar as Chief Financial Officer of the Company w.e.f. 3 rd November 2022 and on the same day he was appointed as an Additional Director & Wholetime Director of the Company w.e.f. 3 rd November 2022 for a period of three years.	The Board of Directors at their meeting held on 13 th May 2024 has appointed Mr. G R Sridhar as an Additional Director & Wholetime Director (Operations) of the Company.

				On 13 th May 2024, Mr. R Chandrasekar was elevated and appointed as Managing Director of the Company for a period of three years.	
13	Disclosure of relationships between directors inter-se and with other Key Managerial Personnel of the Company	Mr. Hugo Chardon is not related to any of the Directors and Key Managerial Personnel company. except Mr. Ashwin Muthiah, Chairman and Ms. Devaki Ashwin Muthiah, Director	Mr. M S Niranjhan is not related to any of the Directors and Key Managerial Personnel company.	Mr. R Chandrasekar is not related to any of the Directors and Key Managerial Personnel company.	Mr. G R Sridhar is not related to any of the Directors and Key Managerial Personnel company.
14	Number of Board Meeting attended during the year FY 2024-25 (till 05.02.2025)	1/1 (As eligible)	NA	4/4	4/4
15	Names of listed entities/ other Companies in which the person also holds the directorship and the membership of Committees of the Board	Nil	Nil	Directorships in Listed entity: Sicagen India Limited – Non – Executive Director Membership of Committees of the board of Sicagen India Limited Nomination and Remuneration Committee Corporate Social Responsibility Committee Other Companies – Directorships 1. SIDD Life Sciences Private Limited 2. Medihub Sciencetec Private Limited 3. Manali Speciality Private Limited 4. PennWhite India Private Limited	Nil
16	Listed entities from which the person has resigned in the past three years	Nil	Nil	Resigned as Wholetime Director from Sicagen India Limited on 2 nd November 2022.	Nil
17	Shareholding in the Company	Nil	Nil	Nil	Nil

Individual Shareholders holding securities in demat mode with NSDL Depository	<ol style="list-style-type: none"> 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: https://eservices.nSDL.com 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 redirected to e-Voting service provider website for casting your vote during the remote e-Voting period. 2. If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nSDL.com. Select "Register Online for IDeAS "Portal or click at https://eservices.nSDL.com/SecureWeb/IdeasDirectReg.jsp 3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nSDL.com/ either on a Personal Computer or on a mobile. 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.
Individual Shareholders (holding securities in demat mode) login through their Depository Participants (DP)	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.

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 CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 21 09911.
Individual Shareholders holding securities in Demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 022-48867000 and 022-24997000.

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 Remote e-Voting for Physical shareholders and shareholders other than individual holding in Demat form.**

1. The shareholders should log on to the e-voting website www.evotingindia.com.
2. Click on "Shareholders" module.

3. Now enter your User ID
 - a. For CDSL: 16 digits beneficiary ID,
 - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
4. Next enter the Image Verification as displayed and Click on Login.
5. If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.
6. If you are a first-time user follow the steps given below:

	For Physical shareholders and other than individual shareholders holding shares in Demat.
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders). 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.
Dividend Bank Details OR Date of Birth (DOB)	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. 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.

- v. After entering these details appropriately, click on “SUBMIT” tab.
- vi. 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.
- vii. For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- viii. Click on the EVSN for Manali Petrochemicals Limited [EVSN: 250402003] on which you choose to vote.
- ix. 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.
- x. Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- xi. 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.
- xii. Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- xiii. You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- xiv. 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.
- xv. There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.

- xvi. 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 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.
 - 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; companysecretary@manalipetro.com, if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL/MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY/DEPOSITORIES.

1. For Physical shareholders – please provide necessary details like Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to Company/RTA email id.
2. For Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP).
3. For Individual Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting & joining virtual meetings through Depository.

If you have any queries or issues regarding e-Voting from the CDSL e-Voting System, you can write an email to 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 Mills Compound, N M Joshi Marg, Lower Parel (East), Mumbai – 400013 or send an email to helpdesk.evoting@cdslindia.com or call at toll free no. 1800 21 09911.
