

## Nitta Gelatin India Limited

(CIN: L24299KL1975PLC002691)

Regd. Office: P. B. No. 4262, 56/715, SBT Avenue, Panampilly Nagar, Kochi - 682 036.  
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### **NOTICE OF 44<sup>th</sup> ANNUAL GENERAL MEETING (AGM) - INFORMATION ON BOOK CLOSURE AND E-VOTING**

Notice is hereby given that

1. The 44<sup>th</sup> Annual General Meeting ("AGM") of the Company will be held on **Tuesday, the 04<sup>th</sup> August, 2020 at 10.00 AM (IST)**, through Video Conferencing (VC). In compliance with General Circular numbers 20/2020, 14/2020, 17/2020 issued by the Ministry of Corporate Affairs (MCA) and Circular number SEBI/HO/CFD/CMDI/CIR/P/2020/79 issued by Securities and Exchange Board of India (SEBI) (hereinafter collectively referred to as 'Circulars'), companies are allowed to hold AGMs through VC/OAVM, without the physical presence of the members at a common venue. Accordingly, the AGM of Nitta Gelatin India Limited is also being held through VC to transact the business as set forth in the Notice of the AGM dated this day.
2. In compliance with the Circulars, electronic copies of the Notice of the AGM and Annual Report 2019-20 have been sent to all members whose email ids are registered with the Company/ Depository Participant(s). These documents are also available on the website of the company at [www.gelatin.in](http://www.gelatin.in), website of the Stock Exchange i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com), and on the website of CDSL <https://www.evotingindia.com>. The dispatch of notice of the AGM through emails has been completed as of now.
3. Members holding shares either in physical form or dematerialized form, as on the Cut-off date (July 28, 2020) may cast their votes electronically on the business as set forth in the Notice of the AGM through the electronic voting system of CDSL. Members are hereby informed that:
  - a. The business as set forth in the notice of the AGM may be transacted through remote e-voting or e-voting system at the AGM;
  - b. The remote e-voting shall commence on Saturday, August 01, 2020 (9 a.m IST) and ends on Monday, August 03, 2020 (5 p.m IST);
  - c. The Cut-off date for determining the eligibility to vote by remote e-voting or by e-voting system at the AGM shall be July 28, 2020;
  - d. Any person, who acquires shares of the company and becomes a member post-dispatch of the notice of the AGM and hold shares as on the Cut-off Date i.e. July 28, 2020, may still be able to access and cast their vote using a Sequence no. which upon entering the CAMEO (RTA) web link namely <http://investors.cameoindia.com> and registering their email id, shall be sent through email by Cameo. However, if a person is already registered with CSDL for e-voting then the existing user id and password can be used for casting their vote;
  - e. Members may note: i) The remote e voting module shall be disabled by CDSL beyond 5:00 p.m IST on August 3, 2020 and once the votes on a resolution is cast by the member, the member shall not be allowed to change it subsequently; ii) the facility for voting will also be made available during the AGM, and those members present in the AGM through VC facility, who have not cast their vote on the resolutions through remote e- voting and are otherwise not barred from doing so, shall be eligible to vote through the e- voting system at the AGM. iii) The members who have cast their votes by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their votes again; and iv) Only persons whose name is recorded in the register of the members as on the Cut-off date shall be entitled to avail the facility of remote e-voting or e-voting at the AGM.
  - f. The Manner of voting remotely for the members holding shares in dematerialized mode, physical mode and for the members who have not registered their email addresses is provided in the Notice of the AGM which is also made available on the website of the company. Members are requested to visit [www.gelatin.com](http://www.gelatin.com) to obtain such details.
  - g. Members who have not registered their email addresses are requested to register their email addresses with respective depository participant(s) and members holding shares in physical mode are requested to update their email addresses with the company's Registrar and Share Transfer Agent, CAMEO Corporate Services Limited at their weblink hereinabove mentioned, to receive copies of the Annual Report 2019-20 along with the Notice of the 44th AGM, instructions for remote e-voting and instructions for participation in the AGM through VC which facility shall be available only upto the Cut-off date.
  - h. Pursuant to Section 91 of the Companies Act 2013 read with applicable Rules and Regulation 42 of the Securities and Exchange Board of India (Listing Obligations & Disclosure requirements Regulations 2015) the Register of Members and Share Transfer Books of the Company will remain closed from 29.07.2020 to 04.08.2020 (both days inclusive) for the purpose of payment of dividend for the financial year 2019-2020. Dividend declared by the members at the AGM, will be paid to those shareholders whose names appear in the Register of members as on date of closure aforesaid.
  - i. The manner in which the members who wish to register mandates for receiving their dividend, besides updating the statutory Form 15G/15H for availing the benefit of non-deduction of tax at source, are detailed in the Notice. They may instead, update through the weblink of Cameo hereinabove mentioned, which facility shall be available till Cut-off date.
  - j. In case of any queries regarding e-voting, you may refer the Frequently Asked Question (FAQ) for shareholders and e-voting User Manual for shareholders available at <https://www.evotingindia.com> under help section or send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call the number: 1800225533.
  - k. The results declared along with the report of the scrutinizer shall be placed on the website of the company [www.gelatin.in](http://www.gelatin.in) and also informed to the BSE Limited.

Place : Kochi  
Date : 13.07.2020

By Order of the Board  
Sd/- G. Rajesh Kurup  
Company Secretary