

# AKSH OPTIFIBRE LIMITED

Registered Office: F-1080, Phase III, RIICO Industrial Area, Bhiwadi, RJ 301019 IN  
Corporate Office: A-32, 2nd Floor, Mohan Co-operative Industrial Estate, Mathura Road, New Delhi- 110044 **Live Smart**  
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CIN: L24305RJ1986PLC016132



## NOTICE

**Notice** is hereby given that the 34th Annual General Meeting of Aksh Optifibre Limited will be held at 11:30 a.m. on Tuesday, September 28, 2021 through Video Conference ("VC")/ Other Audio Visual Means ("OAVM"), to transact the following business:

### ORDINARY BUSINESS:

- To consider and adopt:
  - The Audited Standalone Financial Statements as at March 31, 2021 along with the Report of the Auditors' and Board of Director's thereon.
  - The Audited Consolidated Financial Statement as at March 31, 2021 and the Report of the Auditors' thereon.
- To appoint a Director in place of Mr. Rikhab Chand Mogha (DIN:08579064), who retires by rotation in terms of Section 152(6) of the Companies Act, 2013 and being eligible offers himself for re-appointment.

### SPECIAL BUSINESS:

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

**"RESOLVED THAT** pursuant to the provisions of Section 148 and other applicable provisions of the Companies Act, 2013 ("the Act"), and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification or re-enactments thereof, for the time being in force), and subject to applicable notification or circular as may be issued by the Ministry of Corporate Affairs (MCA) in this regard, the Cost Auditors appointed by the Board of Directors of the Company to conduct the audit of the Cost Records of the Company for the financial year ending March 31, 2022, be paid the remuneration as set out in the Explanatory Statement annexed to the Notice convening this meeting."
- To consider and if thought fit, to pass with or without modification(s) the following resolution as an Ordinary Resolution:

**"RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 ("the Act"), and the Companies (Appointment and Qualification of Directors) Rules, 2014 ('the Rules') (including any statutory modification(s) or re-enactment thereof, for the time being in force), read with Schedule IV of the said Act and provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Mr. Sunil Puri (DIN: 09056198), who was appointed as an Additional Director in the capacity of Non-Executive-Independent Director of the Company with effect from February 10, 2021 in terms of the provision of Section 161 of the Act, and who has submitted a declaration that he meets the criteria of Independence as provided in Section 149(6) of the Act and who is eligible for appointment and whose appointment has also been approved and recommended by the Nomination and Remuneration Committee, be and is hereby appointed as Non-Executive-Independent Director of the Company to hold office for a period of 5 (five) years from the date of his appointment by the Board of Directors of the Company i.e. February 10, 2021 and not liable to retire by rotation."
- To consider and if thought fit, to pass with or without modification(s) the following resolution as an Ordinary Resolution:

**"RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 ("the Act"), the Companies (Appointment and Qualification of Directors) Rules, 2014 ('the Rules') (including any statutory modification(s) or re-enactment thereof, for the time being in force), read with Schedule IV of the said Act and provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Mr. Harvinder Singh (DIN: 08443544), who was appointed as an Additional Director in the capacity of Non-Executive-Independent Director of the Company with effect from February 10, 2021 in terms of the provision of Section 161 of the Act, and who has submitted a declaration that he meets the criteria of Independence as provided in Section 149(6) of the Act and who is eligible for appointment and whose appointment has also been approved and recommended by the Nomination and Remuneration Committee, be and is hereby appointed as Non-Executive-Independent Director of the Company to hold office for a period of 5 (five) years from the date of his appointment by the Board of Directors of the Company i.e. February 10, 2021 and not liable to retire by rotation."

By Order of the Board

Date: August 6, 2021  
Place: New Delhi

Gaurav Mehta  
Chief-Corporate Affairs & Company Secretary

## Notes:-

1. A Statement pursuant to Section 102(1) of the Companies Act, 2013 relating to the Special Business to be transacted at the Meeting is annexed hereto.
2. In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs ("MCA") has vide its circular dated April 8, 2020, April 13, 2020, May 5, 2020, January 13, 2021, and various other circulars related thereto (collectively referred to as "MCA Circulars") and Circular No. SEBI/HO/CFD/ CMD1/CIR/P/2020/79 dated May 12, 2020 and SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021 issued by the Securities and Exchange Board of India ("the SEBI Circulars") permitted the holding of the Annual General Meeting through VC/ OAVM ("AGM" or "e-AGM"), without the physical presence of the members of the Company at a common venue. Accordingly, in compliance with the provisions of the Act, SEBI Listing Regulations and MCA Circulars, the AGM of the Company is being held through VC/ OAVM. The deemed venue of the AGM shall be the registered office of the Company. The Company has engaged the services of M/s Kfin Technologies Private Limited, Registrar & Transfer Agent of the Company ("KFIN" or "RTA") as the Authorised Agency for conducting the e-AGM and providing e-voting facility for casting the votes by the members using an electronic voting system.
3. In terms of MCA Circulars, since physical attendance of Members has been dispensed with, there is no requirement of appointment of proxies. Accordingly, facility of appointment of proxies by Members under Section 105 of the Act, will not be available for the AGM and hence the Proxy Form and Attendance Slip are not annexed to the Notice. However, in pursuance of Sections 112 and 113 of the Act, representatives of the members may be appointed for the purpose of voting through remote e-voting, for participation in the AGM through VC/OAVM facility and e-voting during the AGM.
4. Facility of joining the AGM through VC / OAVM shall open 15 minutes before the time scheduled for the AGM and the Members can join the AGM by following the procedure mentioned in this Notice. The facility of participation at the AGM through VC/OAVM will be made available on first come first serve basis.
5. Up to 1000 members will be able to join on a FIFO basis to the AGM.
6. No restrictions on account of FIFO entry into e-AGM in respect of 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.
7. Company has appointed M/s KFin Technologies Private Limited, Registrars and Transfer Agent of the company, to provide Video Conferencing facility for the Annual General Meeting and the attendant enablers for conducting of the e-AGM.
8. Pursuant to the provisions of the circulars of MCA on the VC/OVAM (e-AGM):
  - a. Members can attend the meeting through log in credentials provided to them to connect to Video conference. Physical attendance of the Members at the Meeting venue is not required.
  - b. Body Corporates are entitled to appoint authorised representatives to attend the e-AGM through VC/OAVM and participate thereat and cast their votes through e-voting.
9. Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Act.
10. In line with the MCA Circulars and SEBI Circular, the Notice calling the AGM and Annual Report 2020-2021 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/ Depositories. Therefore, those Members, whose email address is not registered with their respective Depository Participant/s, and who wish to receive the Notice of the 34th AGM and the Annual Report 2020-2021 and all other communication sent by the Company, from time to time, can get their email address registered by following the steps as given below:-
  - a. For Members holding shares in physical form, please send scan copy of a signed request letter mentioning your folio number, complete address, email address to be registered along with scanned self-attested copy of the PAN and any document (such as Driving License, Passport, Bank Statement, AADHAR) supporting the registered address of the Member, by email to [inward\\_ris@kfintech.com](mailto:inward_ris@kfintech.com).
  - b. For the Members holding shares in demat form, please update your email address through your respective Depository Participant/s.
  - c. Members who have not registered their e-mail address and, therefore, are not able to receive the Annual Report, Notice of e-AGM and e-Voting instructions, may temporarily get their email address and mobile number registered with the Company's RTA, KFinTech by accessing the link <https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx>.
11. Members may note that Notice and Annual Report 2020-2021 will also be made available on the Company's website at [www.akshoptifibre.com](http://www.akshoptifibre.com), websites of the Stock Exchanges i.e. BSE Limited and The National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) respectively and the website of Kfin Technologies Private Limited (agency for providing the e-Voting facility) i.e. <https://evoting.kfintech.com/>
12. Brief resume of the Directors proposed to be appointed/re-appointed, nature of their expertise in specific functional areas, names of companies in which they hold directorships and memberships / chairmanships of Board Committees, shareholding and relationships between directors inter-se as stipulated under Listing Regulation 2015, are provided in the Explanatory Statement.

13. Director proposed to be re-appointed, who retire by rotation pursuant to Section 152(6) of Companies Act, 2013:  
Mr. Rikhab Chand Mogha (DIN:08579064) is retiring by rotation and, being eligible, offers himself for re-appointment, as a Director. The details required under Regulation 36(3) SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015 and SS-2 of Mr. Rikhab Chand Mogha is as under:  
Mr. Mogha is B.E (Electrical) from IIT Roorkee. He has an experience of around 40 years in manufacturing of Wire and Cable Industry. Presently he doesn't hold directorship in any other company.  
He does not hold any Equity Shares of the Company. He is not related with any other Director/KMP of the Company. As on the date of this report, Mr. Mogha is the member of Stakeholder Relationship Committee and Corporate Social Responsibility Committee of Company.
14. The Register of Directors and Key Managerial Personnel and their shareholding maintained under section 170 of the Act, the Register of Contracts or arrangements in which the directors are interested under section 189 of the Act and all other documents referred in the notice will be available for inspection in electronic mode. Members who wish to inspect the documents can send an email to [investor\\_relations@akshoptifibre.com](mailto:investor_relations@akshoptifibre.com).
15. The Register of Members and the Share Transfer Books of the Company will remain closed from September 22, 2021 to September 28, 2021 (both days inclusive) for the Annual General Meeting.
16. Members holding shares in the electronic mode are requested to intimate the change in their address, bank details etc to their respective Depository Participants (DPs) and those holding shares in physical mode are requested to intimate the above details to the Share Transfer Agents of the Company, KFin Technologies Private Limited, KFin Selenium, Tower B, Plot Number 31 & 32, Financial District Gachibowli, Hyderabad-500 032 quoting their Folio Number(s).
17. 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 the 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.
18. The equity shares of the Company have been notified for compulsory trading in demat form and are available for trading in demat form both on National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL). Shareholders are requested to avail this facility and get their shares converted into dematerialised form by sending the Dematerialisation Request Form (DRF) along with the share certificates through their Depository Participant to the Registrar and Transfer Agents of the Company.
19. The nomination facility is available to the Shareholders in respect of equity shares held by them. Shareholders holding shares in electronic mode may obtain and submit duly filled Nomination Forms to their respective Depository Participants. Also shareholders holding shares in physical mode may send their request for nomination at the Office of the Share Transfer Agents of the Company, KFin Technologies Private Limited, at KFin Selenium, Tower-B, Plot no. 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad – 500032.
20. Since the AGM will be held through VC/OAVM, the route map is not annexed with the Notice.
21. Dividend for the financial year 2013-14 and 2017-18, remaining unpaid or unclaimed for a period of 7 years from the date the same has been transferred to Unpaid Dividend Account and shall be transferred to Investor Education and Protection Fund (IEPF) established by the Central Government, on the due date detailed hereunder:

Financial Year	Nature of Dividend	Date of transfer to Unpaid Dividend account	Due date of transfer to IEPF
2013-14	Final Dividend	03.11.2014	03.11.2021
2017-18	Final Dividend	25.10.2018	25.10.2025

Members who have not claimed/encashed the dividend warrants for the aforesaid year are requested to claim their dividends stands unpaid/unclaimed from Company before due date. Members are requested to note that no claims shall lie against the Company or the IEPF in respect of any amounts, which were unclaimed and unpaid, on its becoming due for transfer to IEPF account.

Members may please note that the unclaimed dividend in respect of the financial year ended March 31, 2014 must be claimed by the concerned members before the due date, failing which it will be transferred to the Investor Education & Protection Fund Authority and all shares in respect of which dividend has remained unclaimed/unpaid for seven consecutive years or more shall be transferred by the Company to the demat account of Investor Education and Protection Fund Authority ("IEPF Authority"), in accordance with the relevant provisions of the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("IEPF Rules"). Members are requested to write to Company/ KFIN, s for claiming unclaimed dividend.

The Company has uploaded the details of unpaid /unclaimed dividend lying with the Company, on the website of the Company ([www.akshoptifibre.com](http://www.akshoptifibre.com)). The members are advised to send their requests for payment of unpaid / unclaimed dividend pertaining to the Financial Year 2013-14 and subsequent dividends declared by the Company to the Company's Share Transfer Agent for payment before the same becoming due for transfer to IEPF.

Members may note that shares as well as unclaimed dividends transferred to IEPF can be claimed back. Concerned members/ investors are advised to visit the website of [www.iepf.gov.in](http://www.iepf.gov.in) or contact KFIN for lodging claim for refund of shares and/ or dividend from the IEPF.

**Members who have not registered their e-mail addresses so far are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically.**

**By Order of the Board**

**Date: August 06, 2021**  
**Place: New Delhi**

**Gaurav Mehta**  
**Chief-Corporate Affairs & Company Secretary**

## **STATEMENT PURSUANT TO SECTION 102 (1) OF THE COMPANIES ACT, 2013 (“The Act”)**

### **Item No. 3**

The Board, on the recommendation of the Audit Committee, has approved the appointment and remuneration of M/s. K. G. Goyal & Associates, Cost Accountants (Firm Registration No. 000024) as Cost Auditors to conduct the audit of cost records of the Company for the financial year ending March 31, 2022, for a remuneration of Rs. 75,000/- (Rupees Seventy Five Thousands only) plus applicable taxes and out of pocket expenses.

In accordance with the provisions of Section 148 of the Act, read with the Companies (Audit & Auditors) Rules 2014, the remuneration payable to the Cost Auditors has to be ratified by the shareholders of the Company.

Accordingly, consent of the members is sought for passing an Ordinary Resolution as set out at Item No. 3 of the Notice for ratification of the remuneration payable to the Cost Auditors for the financial year ending March 31, 2022.

None of the Directors / Key Managerial Person of the Company/ their relatives are, in any way concerned or interested, financially or otherwise, in the resolution set out at Item no. 3 of the Notice.

The Item No. 3 of the Notice is proposed as Ordinary Resolution for approval by the shareholders.

### **Item No. 4**

Mr. Sunil Puri (DIN: 09056198), aged approx. 59 years has been appointed as an Additional Director in the capacity of Non-Executive, Independent Director of the Company w.e.f. February 10, 2021 by the Board, subject to the approval of shareholders, in line with Section 149 of the Companies Act, 2013 (“the Act”) and Regulation 17 of the SEBI Listing regulations, 2015, to hold office for five consecutive years, not liable to retire by rotation.

He has done B.tech (Mechanical) with Honors from AMU and is engaged in providing Consulting Services to various clients. He has also worked for over 32 years in Procurement-SCM function of different Companies.

He does not hold any Equity Shares of the Company. He is not related with any other Director/KMP of the Company. He did not attend any Board Meetings during his tenure of the Directorship in the Company in the Financial Year 2020-2021. Apart from the Directorship in the Company, he is not holding Directorship in any other Company. He is Chairman of Corporate Social Responsibility Committee and a member of Audit Committee and Stakeholders Relationship Committee.

Mr. Sunil Puri is not disqualified from being appointed as Directors in terms of Section 164 of the Act and has given his consent to act as Director. The Company has received notice in writing from member proposing the candidature of Mr. Puri for the office of Director of the company. His appointment as an Independent Director was also approved by the NRC of the Company at its meeting held on February 10, 2021 and has been recommended for appointment at the AGM.

In the opinion of the Board, Mr. Sunil Puri, has the requisite qualification and experience to become the Director of the Company and also fulfils the conditions for appointment as Independent Director as specified in the Act and the Listing Regulations. He is independent of the management and does not holds any shares of the Company.

Copy of the letter for appointment of Mr. Sunil Puri as an Independent Director setting out the terms and conditions shall be available for inspection.

Except for Mr. Sunil Puri and his relatives, none of the Directors/ Key Managerial Person of the Company/ their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at Item no. 4 of the Notice.

The Item No. 4 of the Notice is proposed as Ordinary Resolution for approval by the shareholders.

### **Item No. 5**

Mr. Harvinder Singh (DIN: 08443544), aged approx. 64 years has been appointed as an Additional Director in the capacity of Non-Executive, Independent Director of the Company w.e.f. February 10, 2021 by the Board, subject to the approval of shareholders, in line with Section 149 of the Companies Act, 2013 (“the Act”) and Regulation 17 of the SEBI Listing regulations, 2015, to hold office for five consecutive years, not liable to retire by rotation.

Mr. Harvinder Singh has qualified Law graduate and Certified associate of Indian Institute of Banking & Finance (CAIIB) and Masters in Commerce. He has worked for more than 40 years in Banking Industry. He was a Member of the Board of Directors of Bank of India for 6 years.

He does not hold any Equity Shares of the Company. He is not related with any other Director/KMP of the Company. He did not attend any Board Meetings during his tenure of the Directorship in the Company in the Financial Year 2020-2021. Apart from the Company, he is not holding any directorship in any other Company. He holds Chairmanship of Audit Committee and Membership in Nomination and Remuneration Committee, and Corporate Social Responsibility Committee.

Mr. Harvinder Singh is not disqualified from being appointed as Directors in terms of Section 164 of the Act and has given her consent to act as Director. The Company has received notice in writing from member proposing the candidature of Mr. Singh for the office of Director of the company His appointment as an Independent Director was also approved by the NRC of the Company at its meeting held on February 10, 2021 and has been recommended for appointment at the AGM.

In the opinion of the Board, Mr. Harvinder Singh, has the requisite qualification and experience to become the Director of the Company and also fulfils the conditions for appointment as Independent Director as specified in the Act and the Listing Regulations. He is independent of the management.

Copy of the letter for appointment of Mr. Harvinder Singh as an Independent Director setting out the terms and conditions shall be available for inspection.

Except Mr. Harvinder Singh and his relatives, none of the Directors/ Key Managerial Person of the Company/ their relatives is, in any way, concerned or interested, financially or otherwise, in the resolution set out at Item no. 5 of the Notice.

The Item No. 5 of the Notice is proposed as Ordinary Resolution for approval by the shareholders.

**By Order of the Board**

**Date: August 06, 2021**

**Place: New Delhi**

**Gaurav Mehta**  
**Chief-Corporate Affairs & Company Secretary**

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## **INSTRUCTIONS TO MEMBERS**

### **I. FOR ELECTRONIC VOTING[E-Voting]**

Pursuant to the provisions of section 108 of the Act read with rule 20 of the Companies (Management and Administration) Rules, 2014 and the Listing Regulations as amended from time to time, the Company is pleased to offer e-voting facility to members to exercise their votes electronically on all resolutions set forth in the notice convening the 34th Annual General Meeting (AGM).

The company has engaged the services of KFin Technologies Private Limited (KFin) to provide remote e-voting facility for members to cast their votes in a secure manner. M/s Jayant Gupta & Associates, Practicing Company Secretaries will act as the scrutiniser to scrutinise e-voting and conduct the voting process at the AGM in a fair and transparent manner. In terms of the requirements of the Act and the Rules made there under, the Company has fixed Tuesday, September 21, 2021 as the cut-off date. The remote e-voting / voting rights of the members / beneficial owners shall be reckoned on the equity shares held by them as on cut-off date, i.e. September 21, 2021.

The remote e-voting facility begins on **Saturday, September 25 2021 (9:00 a.m. Indian Standard Time) and ends on Monday, September 27, 2021 (5:00 p.m. Indian Standard Time)**. During this period, the members of the company, holding shares either in physical form or in dematerialised form, as on the cut-off date i.e. September 21, 2021, are entitled to avail the facility to cast their vote electronically / voting in the general meeting, as the case may be. The remote e-voting will not be allowed beyond the aforesaid date and time and the e-voting facility shall be disabled by KFin upon expiry of the aforesaid period. Once the vote on a resolution is cast by a member, he / she shall not be allowed to change it subsequently or cast the vote again.

#### **A. Login method for remote e-Voting for Individual shareholders holding securities in demat mode**

Pursuant to the SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 9, 2020, e-voting process has been enabled to all individual shareholders who hold shares in dematerialized form, by way of single login credential, through their demat accounts / websites of Depositories / DPs in order to increase the efficiency of the voting process.

Accordingly, the shareholders would be able to cast their vote without having to register again with the e-voting service provider (ESP). Shareholders are advised to update their mobile number and e-mail ID with their DPs to access e-Voting facility.

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL	<p><b>1. User already registered for Internet-based Demat Account Statement (IDeAS) facility:</b></p> <ol style="list-style-type: none"> <li>I. Visit URL: <a href="https://eservices.nSDL.com">https://eservices.nSDL.com</a></li> <li>II. Click on the “Beneficial Owner” icon under “Login” under ‘IDeAS’ section.</li> <li>III. On the new page, enter User ID and Password. Post successful authentication, click on “Access to e-Voting”</li> <li>IV. Click on company name or e-Voting service provider and you will be re-directed to e-Voting service provider website for casting the vote during the remote e-Voting period.</li> </ol> <p><b>2. User not registered for IDeAS e-Services</b></p> <ol style="list-style-type: none"> <li>I. To register click on link : <a href="https://eservices.nSDL.com">https://eservices.nSDL.com</a></li> <li>II. Select “Register Online for IDeAS” or click at <a href="https://eservices.nSDL.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nSDL.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>III. Proceed with completing the required fields.</li> <li>IV. Follow steps given in points 1</li> </ol> <p><b>3. Alternatively by directly accessing the e-Voting website of NSDL</b></p> <ol style="list-style-type: none"> <li>I. Open URL: <a href="https://www.evoting.nSDL.com/">https://www.evoting.nSDL.com/</a></li> <li>II. Click on the icon “Login” which is available under ‘Shareholder/Member’ section.</li> <li>III. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number held with NSDL), Password / OTP and a Verification Code as shown on the screen.</li> <li>IV. Post successful authentication, you will be requested to select the name of the company and the e-Voting Service Provider name, i.e. KFintech.</li> <li>V. On successful selection, you will be redirected to KFintech e-Voting page for casting your vote during the remote e-Voting period.</li> </ol>
Individual Shareholders holding securities in demat mode with CDSL	<p><b>1. Existing user who have opted for Easi / Easiest</b></p> <ol style="list-style-type: none"> <li>I. Visit URL: <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or URL: <a href="http://www.cdslindia.com">www.cdslindia.com</a></li> <li>II. Click on New System Myeasi</li> <li>III. Login with your registered user id and password.</li> <li>IV. The user will see the e-Voting Menu. The Menu will have links of ESP i.e. KFintech e-Voting portal.</li> <li>V. Click on e-Voting service provider name to cast your vote.</li> </ol> <p><b>2. User not registered for Easi/Easiest</b></p> <ol style="list-style-type: none"> <li>I. Option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></li> <li>II. Proceed with completing the required fields.</li> <li>III. Follow the steps given in point 1</li> </ol> <p><b>3. Alternatively, by directly accessing the e-Voting website of CDSL</b></p> <ol style="list-style-type: none"> <li>I. Visit URL: <a href="http://www.cdslindia.com">www.cdslindia.com</a></li> <li>II. Provide your demat Account Number and PAN No.</li> <li>III. System will authenticate user by sending OTP on registered Mobile &amp; Email as recorded in the demat Account.</li> <li>IV. After successful authentication, user will be provided links for the respective ESP, i.e KFintech where the e- Voting is in progress.</li> </ol>
Individual Shareholder login through their demat accounts / Website of Depository Participant	<ol style="list-style-type: none"> <li>I. You can also login using the login credentials of your demat account through your DP registered with NSDL /CDSL for e-Voting facility.</li> <li>II. Once logged-in, 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.</li> <li>III. Click on options available against company name or e-Voting service provider – KFintech and you will be redirected to e-Voting website of KFintech for casting your vote during the remote e-Voting period without any further authentication.</li> </ol>

**Important note:** Members who are unable to retrieve User ID / Password are advised to use Forgot user ID and Forgot Password option available at respective websites. Helpdesk for individual shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL is given below:

Login type	Helpdesk details
Securities held with NSDL	Please contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nSDL.co.in">evoting@nSDL.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Securities held with CDSL	Please contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022- 23058738 or 022-23058542-43

**B. Login method for e-voting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode**

Members whose email addresses are registered with the Company/ Depository Participants(s), will receive an email from KFintech which will include details of E-Voting Event Number (EVEN), USER ID and password. They will have to follow the following process:

- a. Open your web browser during the voting period and navigate to <https://emeetings.kfintech.com/>
- b. Enter the login credentials (i.e. User ID and password). In case of physical folio, User ID will be E-Voting Event Number 6188 (EVEN) followed by folio number. In case of demat account, User ID will be your DP ID and Client ID. However, if you are already registered with KFin for e-voting, you can use your existing User ID and password for casting your vote.
- c. After entering these details appropriately, click on "LOGIN".
- d. You will now reach password change menu wherein you are required to mandatorily change your password. The new password shall comprise of minimum 8 characters with at least one upper case (A - Z), one lower case (a-z), one numeric value(0-9) and a special character (@, #, \$, etc.). The system will prompt you to change your password and update your contact details like mobile number, e-mail ID, etc. on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.
- e. You need to login again with the new credentials.
- f. On successful login, the system will prompt you to select the E-Voting event.
- g. Select the EVEN of "Aksh Optifibre Limited" and click on "SUBMIT".
- h. Now you are ready for e-voting as "Cast Vote" page opens.
- i. On the voting page, enter the number of shares (which represents the number of votes) as on the cut-off date under "FOR / AGAINST" or alternatively, you may partially enter any number in "FOR" and partially "AGAINST" but the total number in "FOR/ AGAINST" taken together not exceeding your total shareholding as mentioned herein above. You may also choose the option ABSTAIN. If the shareholder does not indicate either "FOR" or "AGAINST" it will be treated as "ABSTAIN" and the shares held will not be counted under either head.
- j. Members holding multiple folios/demat accounts shall choose the voting process separately for each folio/demat accounts.
- k. Voting has to be done for each item of the notice separately. In case you do not desire to cast your vote on any specific item it will be treated as abstained.
- l. You may then cast your vote by selecting an appropriate option and click on "SUBMIT".
- m. A confirmation box will be displayed. Click "OK" to confirm else "CANCEL" to modify. Once you have voted on the resolution, you will not be allowed to modify your vote. During the voting period, members can log in any number of times till they have voted on the resolution(s).
- n. Corporate / institutional members (i.e. other than Individuals, HUF, NRI etc..) are also required to upload in the e-voting portal, the scanned certified true copy (PDF Format) of the board resolution/authority letter etc., together with attested specimen signature(s) of the duly authorised representative(s) or alternatively to e-mail, to the scrutiniser at e-mail, [pcs.iga@gmail.com](mailto:pcs.iga@gmail.com) with a copy marked to [evoting@kfintech.com](mailto:evoting@kfintech.com). The scanned image of the above mentioned documents should be in the naming format "AOL – 34th AGM"

**C. Members whose email IDs are not registered with the Company/Depository Participants(s), and consequently the Annual Report, Notice of AGM and e-voting instructions cannot be serviced, will have to follow the following process:**

- (i) Members may temporarily get their email address and mobile number provided with KFinTech, by accessing the link: <https://ris.kfintech.com/clientservices/mobileereg/mobileemailreg.aspx> Members are requested to follow the process as guided to capture the email address and mobile number for sending the soft copy of the notice and e-voting instructions along with the User ID and Password. In case of any queries, member may write to [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com).
- (ii) Alternatively, member may send an e-mail request at the email id [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com) along with scanned copy of the signed copy of the request letter providing the email address, mobile number, self-attested PAN copy and copy of share certificate in case of physical folio for sending the Annual report, Notice of AGM and the e-voting instructions..
- (iii) In order to enable the Company to comply with MCA circulars and to participate in the green initiative in Corporate Governance, members are requested to register their email addresses in respect of shares held in electronic form with their Depository Participant(s) permanently for sending the Annual report, Notice of AGM and the e-voting instructions.

**D. Voting during theAGM:**

Members participating in the AGM and who have not cast their vote through remote e-voting are eligible to cast their vote through e-voting system available during the AGM. E-voting during the AGM is integrated with the VC / OAVM platform. Members may click on the voting icon ( ) on the left side of the screen to cast their votes.

**E. Other Instructions**

- a. In case of any queries, you may refer Help & FAQ section of KFin at [evoting@kfintech.com](mailto:evoting@kfintech.com) or call KFin on 040-67162222 & Toll-free No. 1800 3094 001.
- b. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
- c. Any person who acquires shares of the company and becomes a member of the company after dispatch of the notice to the

members and holding shares as on the cut-off date i.e. September 21, 2021, may obtain the User ID and password by sending a request through email to [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com). However, if you are already registered with KFin for remote e-voting then you can use your existing user ID and password for casting your vote. If you forget your password, you can reset your password by using "Forgot user details / Password" option available on <https://evoting.kfintech.com/>

- d. A member can opt for only one mode of voting i.e., either through remote e-voting or voting during the AGM. Thus, voting facility at the AGM shall be used only by those who have not exercised their right to vote through remote e-voting.
- e. The Scrutiniser shall immediately after the conclusion of voting at the AGM, first count the votes cast during the AGM, thereafter unblock the votes cast through remote e-voting and make, not later than 48 hours of conclusion of the AGM, a consolidated Scrutiniser's Report of the total votes cast in favour or against, if any, to the Chairman who shall counter sign the same and declare the results of the voting forth with.
- f. The voting results declared along with the scrutiniser's report will be placed on the company's website, [www.akshoptifibre.com](http://www.akshoptifibre.com) and on the website of KFinTech at <https://evoting.kfintech.com/public/Downloads.aspx> after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the Stock Exchange(s).

## II. FOR ATTENDING THE AGM THROUGH VIDEO CONFERENCING (VC) OR OTHER AUDIO VISUAL MEANS(OAVM)

The Company has engaged M/s Kfintech Technologies Private Limited (KFin) to provide VC/OAVM facility to conduct the 34th AGM in an electronic manner. Procedure for participating in the AGM through VC / OAVM and the related matters are given below:

- (i) Members may attend the AGM through VC at <https://emeetings.KFintech.com> by using their remote e-voting credentials. The link for the AGM will be available in the shareholder/Members login where the "EVENT" and the "Name of the company" can be selected. Please note that the Members who have not registered their e-mail address or do not have the User ID and Password for e-voting or have forgotten the User ID and Password may retrieve the same by following the remote e-voting instructions mentioned in this Notice.
- (ii) Members can join the AGM 15 minutes before the scheduled time of the commencement of the AGM by logging into <https://emeetings.Kfintech.com> and clicking on the "Video Conference" icon. Upto 1000 members will be allowed to participate in the AGM on first come first serve basis. This restriction is not applicable for participation of large shareholders (shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination & Remuneration Committee and Stakeholders Relationship Committee, Auditors etc.
- (iii) Members are encouraged to participate in the AGM through laptops or desktops using Google Chrome for better experience. Members are also required to allow camera and use internet with good speed to avoid any disturbance during the meeting. Members may further note that connecting from mobile devices or tablets or through laptops connecting via mobile hotspot may face audio/video loss due to fluctuations in their respective networks. It is therefore recommended to use a stable Wi-Fi or LAN connection to avoid such issues
- (iv) Members attending the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum for the meeting under Section 103 of the Act.
- (v) **Posting of queries prior to AGM:** Shareholders who would like to express their views/raise queries on the official business during the AGM, may please log into <https://emeetings.KFin Technologies.com> and click on the tab 'Post Your Queries' to post their queries/views/questions in the window provided therein by mentioning their e-mail id and mobile number. The window for posting queries/questions/views will remain open from September 25, 2021 till September 26, 2021.
- (vi) **Speaker Registration:** Members who wish to speak at the AGM may log into <https://emeetings.Kfintech.com> and click on the tab "Speaker Registration" by mentioning their e-mail id, mobile number and city. The speaker registration will commence from September 25, 2021 till September 26, 2021. Only members who have registered themselves as a speaker will be allowed to speak or ask questions during the AGM. Speakers are requested to submit their queries at the time of registration, to enable the Company to respond appropriately. The Company reserves the right to restrict the number of speakers asking questions depending on the availability of time.
- (vii) Members seeking any technical assistance or support are requested to contact KFin at toll free number 1-800-3454-001 or send a mail at [evoting@KFintech.com](mailto:evoting@KFintech.com).

## III. FOR REGISTRATION OF E-MAIL ADDRESS AND TO OBTAIN NOTICE OF 34th AGM AND THE ANNUAL REPORT FOR FY 20-21

- (i) Member who have registered/not registered their mail address and mobile number including address and bank account details are requested to validate/update their details with their DPs incase the shares are held in electronic form and with the Company's RTA, KFin Technologies Private Limited(KFin) in case the shares are held in physical form.
- (ii) Members who have not registered their mail address and in consequence the Annual Report for FY 20-21 and Notice for 34th AGM including the instructions for e-voting could not be serviced, may temporarily provide their email address and mobile number to KFin by sending an email to [einward.ris@Kfintech.com](mailto:einward.ris@Kfintech.com).
- (iii) Members can download the said documents available on the website of the Company at [www.akshoptifibre.com](http://www.akshoptifibre.com) and on the webpage of KFin at <https://evoting.kfintech.com/public/Downloads.aspx>
- (iv) Alternatively, Shareholders may send an e-mail to [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com) along with scanned copy of the signed request letter providing the e-mail address, mobile number, self-attested PAN copy and client master copy, incase of electronic folio and copy of share certificate, in case of physical folio for sending the Annual Report, Notice of 34th AGM and instructions for e-voting instructions in an electronic mode. Shareholders may also access the link <https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx> and directly register their e-mail address and mobile number for receiving a soft copy of the said documents relating to the AGM.