

# Notice

**Notice** is hereby given that the Forty Second Annual General Meeting ("AGM") of the Members of India Glycols Limited will be held on **Wednesday, 19<sup>th</sup> August, 2026 at 11:00 A.M. through Video Conferencing ("VC")/ Other Audio Visual Means ("OAVM")** to transact the following business:

## ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Standalone Financial Statements of the Company for the financial year ended 31<sup>st</sup> March, 2026, together with the Report of the Board of Directors and Auditors thereon and the Audited Consolidated Financial Statements of the Company for the Financial Year ended 31<sup>st</sup> March, 2026 together with the Auditors' Report thereon.
2. To confirm the payment of Interim dividend of ₹ 7.50/- per Equity Share as the final dividend for the financial year ended 31<sup>st</sup> March, 2026.
3. To appoint a Director in place of Shri Alok Singhal (DIN:10359043), who retires by rotation and being eligible, offers himself for re-appointment.

## SPECIAL BUSINESS:

4. 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, if any, of the Companies Act, 2013, the Companies (Audit and Auditors) Rules, 2014 and the Companies (Cost Records and Audit) Rules, 2014, (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force),

remuneration payable to M/s. R.J. Goel & Co., Cost Accountants (Firm Registration No. 000026), appointed by the Board of Directors ("the Board") to conduct the audit of the cost records of the Company for the financial year ending 31<sup>st</sup> March, 2027, amounting to ₹ 4,50,000/- (Rupees Four Lakh Fifty Thousand only) plus applicable tax and reimbursement of out-of-pocket expenses, if any, be and is hereby ratified and confirmed.

**RESOLVED FURTHER THAT** the Board (including any Committee thereof) of the Company be and is hereby authorised to do all acts and take all such steps and give all directions as it may in its absolute discretion deem necessary, proper or expedient to give effect to this resolution."

**By order of the Board  
For India Glycols Limited**

**Ankur Jain  
Company Secretary**

Place: Noida  
Date : 14<sup>th</sup> May, 2026

## Registered Office:

A-1, Industrial Area, Bazpur Road,  
Kashipur-244713, District Udham  
Singh Nagar, Uttarakhand  
CIN: L24111UR1983PLC009097  
Telephone No.: +91-5947-269000, 269500  
Fax: +91-5947-275315, 269535  
Website: [www.indiaglycols.com](http://www.indiaglycols.com)  
E-mail : [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com)

## NOTES:

1. The Ministry of Corporate Affairs ("MCA") has vide its circular Nos. 20/2020, 02/2021, 19/2021, 02/2022, 10/2022, 09/2023, 09/2024 and 03/2025 dated 5<sup>th</sup> May, 2020, 13<sup>th</sup> January, 2021, 8<sup>th</sup> December, 2021, 5<sup>th</sup> May, 2022, 28<sup>th</sup> December, 2022, 25<sup>th</sup> September, 2023 ,19<sup>th</sup> September, 2024 and 22<sup>nd</sup> September, 2025 respectively, read together with circular nos. 14/2020 and 17/2020 dated 8<sup>th</sup> April, 2020 and 13<sup>th</sup> April, 2020, respectively, and other connected circulars (hereinafter collectively referred to as "MCA Circulars") permitted convening of the Annual General Meeting ("AGM") through Video Conferencing ("VC")/ Other Audio Visual Means ("OAVM") facility, without the physical presence of the Members at a common venue. Further, Securities and Exchange Board of India ("SEBI") (Listing Obligations Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") has also provided the relaxation from the applicability of Regulation 44(4) of the SEBI Listing Regulations for the general meetings held only through electronic mode. Accordingly, in compliance with applicable provisions of the Companies Act, 2013 ('the Act') read with MCA Circular and SEBI Listing Regulations, the 42<sup>nd</sup> AGM of the Company is being convened through

VC/ OAVM. Hence, Members can attend and participate in the ensuing AGM through VC/ OAVM only. The deemed venue for the AGM shall be the Registered Office of the Company at A-1, Industrial Area, Bazpur Road, Kashipur - 244713, Distt. Udham Singh Nagar, Uttarakhand.

2. **Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held through VC/OAVM facility, requirement of physical attendance of Members has been dispensed with. Accordingly, in terms of the MCA Circulars and the SEBI Listing Regulations, the facility for appointment of proxies by the Members will not be available for the 42<sup>nd</sup> AGM and hence, the proxy form, attendance slip and route map of the AGM venue are not annexed to this Notice.**
3. Corporate Members intending to appoint their representatives for the purpose of voting through remote e-voting, participation in the 42<sup>nd</sup> AGM through VC/OAVM facility and e-voting during the 42<sup>nd</sup> AGM, are requested to send to the Company a certified copy of the relevant Board Resolution authorizing their representatives. The said resolution/authorisation should be sent to the

scrutinizer through its registered e-mail address to [ashish@asandco.net](mailto:ashish@asandco.net) with a copy marked to [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com).

4. An Explanatory Statement pursuant to Section 102 of the Act, setting out all material facts in respect of Special Business to be transacted at the AGM is annexed hereto and forms part of this Notice.
5. The Members can join the 42<sup>nd</sup> AGM through VC/OAVM 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility for joining the AGM through VC/OAVM will be available for 1,000 Members on first come first served basis. However, this number does not include the large shareholders (i.e. Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit, Nomination and Remuneration and Stakeholders' Relationship Committee, Auditors etc. who are allowed to attend the AGM without restriction on account of first come first served basis in terms of the MCA Circulars.
6. Members attending the 42<sup>nd</sup> AGM through VC/OAVM will be counted for the purpose of reckoning quorum under Section 103 of the Act.
7. In case of joint holders attending the AGM, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote.
8. In compliance with the aforesaid MCA Circulars and SEBI Listing Regulations, the Notice of the 42<sup>nd</sup> AGM, inter-alia, indicating the process and manner of voting through electronic means along with the Annual Report for FY 2025-26 is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/Registrar and Transfer Agent (RTA)/Depositories, unless any Member has requested for a physical copy of the same.

Additionally, in compliance with Regulation 36(1)(b) of the SEBI Listing Regulations, the Company shall send a letter to Members whose e-mail id(s) are not registered with Company/ Depository Participants (DPs)/ RTA, providing the web-link, including the exact path, where the Notice and Annual Report for FY 2025-26 can be accessed.

**To obtain copy of Annual Report for FY 2025-26 through electronic mode, the Members are requested to register/update their e-mail IDs by following the below procedure:-**

- (i) **Members holding shares in physical mode are requested to register/update their e-mail addresses by writing to the RTA at 179-180, DSIDC Shed, 3<sup>rd</sup> Floor Okhla Industrial Area, Phase – 1 New Delhi – 110020 or e-mail at [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com) along with the copy of the signed request letter mentioning the name, folio number and address of the Member, self-attested copy of the PAN card, self-attested copy**

**of Aadhar Card and copy of share certificate (front & back).**

- (ii) **Members holding shares in dematerialized mode are requested to register/update their e-mail addresses by following the process mentioned above for Physical Holding and send 16 digit DPID & Client ID in place of Folio No. along with scanned copy of self-attested Client Master copy or consolidated Demat Account Statement.**

**However, for permanent registration of e-mail address, Members should contact their respective Depository Participants ("DPs").**

**After successful registration of the e-mail address, a copy of the Notice along with the Remote E-voting user ID and password will be sent to your registered e-mail address.**

**In case of any queries/difficulties in registering the e-mail address or any other matter related to this Notice, Members may write to the Company at [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com).**

The Notice convening the 42<sup>nd</sup> AGM has been uploaded on the website of the Company at [www.indiaglycols.com](http://www.indiaglycols.com) under Investor Relations Section and can also be accessed from the 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 same is also available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

9. Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) (Fifth Amendment) Regulations, 2025 effective from 19<sup>th</sup> November, 2025 read with SEBI Master Circular No. HO/38/13/(4)2026-MIRSD-POD/I/4298/2026 dated 6<sup>th</sup> February, 2026, has mandated that any payment of Dividend shall be made only through electronic mode. Further, dividend warrants, cheques, demand draft or any other instruments are no longer required to be issued.

During the FY 2025-26, an interim dividend of ₹ 7.50/- per equity share of ₹ 5/- each was paid 27<sup>th</sup> March, 2026 onwards by the Company, and in pursuance to the above provisions, the Company has withheld the same for those Shareholders whose KYC including bank details were incomplete or invalid or not registered with the RTA or DPs as the case may be. The Company has individually communicated the same to the concerned Shareholders, requesting them to update their KYC and bank account details to facilitate release of the withheld dividend.

In view of the above, the Members are requested to update their bank account(s) and KYC details with Company/RTA (if shares held in physical form) and their Depository Participant (if shares held in electronic form). Members may refer to Note No. 24 (a) for the detailed procedure to update their relevant details including KYC and PAN.

10. Pursuant to the provisions of the Income Tax Act, 1961, as amended by the Finance Act, 2020, dividend paid or distributed by a Company on or after 1<sup>st</sup> April, 2020 is taxable in the hands of the Members, therefore, the Company made the payment of interim dividend for FY 2025-26 after deducting tax at source as per the prescribed rates. The Company will send the TDS certificate to the Members on their registered e-mail ids in due course. Members will also be able to see the credit of TDS in Form 26AS, which can be downloaded from their e-filing account at <https://eportal.incometax.gov.in/>. The communication sent by the Company to the Shareholders in this regard, can be accessed under Investor Relations Section at the Company's website i.e. <https://www.indiaglycols.com/wp-content/uploads/Communication-in-respect-to-Deduction-of-Tax-at-source-on-Interim-Dividend-for-FY-25-26.pdf>
11. In pursuance to the provisions of Section 124 and 125 of the Act read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, as amended, ("IEPF rules") read with relevant circulars, the amount of dividend remaining unpaid / unclaimed for a period of seven years from the due date is required to be transferred to the credit of the Investor Education and Protection Fund ("the IEPF") established by the Central Government. Accordingly, during FY 2025-26, the Company transferred ₹ 21,01,448/- related to final dividend for FY 2017-18. Further, pursuant to the applicable provisions, all shares in respect of which dividend remained unpaid/ unclaimed for seven consecutive years or more are required to be transferred to the designated demat account of the IEPF Authority ("IEPF Account"). Accordingly, during the FY 2025-26, 1,10,434 equity shares of ₹ 5/- each, on which the dividend remained unpaid/ unclaimed for seven consecutive years, were transferred to the IEPF Account, after completing all the procedural formalities in this regard.  
  
The Company has uploaded the details of unpaid and unclaimed dividends lying with the Company on the website of the IEPF i.e. [www.iepf.gov.in](http://www.iepf.gov.in). These details along with details of Shareholders whose shares were transferred to the IEPF authority have also been uploaded on the website of the Company at <https://www.indiaglycols.com/compliances/>.  
  
Members may note that the due date of transfer of unclaimed/unpaid final dividend declared for the FY 2018-19 and the concerned shares is 19<sup>th</sup> September, 2026. Therefore, Members who have not claimed the dividend so far are requested to claim the same to avoid transferring to the unpaid/unclaimed dividend and respective shares to the IEPF Authority and IEPF Account, respectively.  
  
The Members may also note that no claim shall lie against the Company in respect of said dividend(s) and shares, upon their transfer to IEPF. However, the same can be claimed back from IEPF after complying with the procedure prescribed under the IEPF rules by visiting the weblink: <http://iepf.gov.in/IEPF/refund.html>. For any related information, the RTA (e-mail: [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com)) or the Company may also be contacted.
12. Shri Alok Singhal (DIN: 10359043), aged 57 years (DOB: 7<sup>th</sup> May, 1969), Director shall retire by rotation at the 42<sup>nd</sup> AGM and is eligible for re-appointment as per item No. 3 of this Notice. He is an Executive Director of the Company since 1<sup>st</sup> December, 2023.  
  
He is a Chemical Engineer. He has completed his graduation and masters from BITS, Pilani. He has professional experience of about 35 years in the field of Plant Operations and Project Management. He joined IGL, Kashipur in 1991 as a graduate engineer trainee in Company's MEG plant and rose to the level of Head – Operations in year 2019. He has vast experience of handling various aspects of plant operations, technical services, project management etc. for the Company. He has also been involved in day to day management of Kashipur Unit. He has been successfully discharging the functions of an Occupier of all the Plants.  
  
During his tenure at IGL, he has played a key role in implementing various expansion projects, initiatives of Productivity improvement, cost & energy optimization, water conservation, environmental preservation in all facets of the Kashipur Unit.  
  
The Company has received relevant disclosure/consent from Shri Alok Singhal as applicable in pursuance to the provisions of the Act and SEBI Listing Regulations.  
  
He is not having Directorship in other companies and has not resigned as a Director of any listed company during the last 3 years. He is a member of Audit Committee, Finance Committee, Corporate Social Responsibility Committee, Share Transfer Committee and Risk Management Committee of the Company. He has attended all the seven Board Meetings held during FY 2025-26 and was paid remuneration of ₹ 1,05,53,721 for FY 2025-26. As on 31<sup>st</sup> March, 2026, he was holding 20 equity shares of the Company. None of the other Director(s) or KMP(s) are interested in the item except Shri Alok Singhal. Further, he is not related to any Director(s) and KMP(s) of the Company. The terms and conditions of his appointment and remuneration are as per the resolution passed by the Members of the Company through Postal Ballot on 25<sup>th</sup> December, 2023. He was appointed as an Executive Director, liable to retire by rotation.
13. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Act and the Register of Contracts or Arrangements in which the Directors are interested, maintained under Section 189 of the Act will be available electronically for inspection by the Members during the 42<sup>nd</sup> AGM, upon log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com>.
14. All documents referred to in the Notice Convening 42<sup>nd</sup> AGM and the Explanatory Statement shall be made available electronically for inspection by the Members upto the date of 42<sup>nd</sup> AGM. Members who wish to inspect the same may write to the Company at

[compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com) by mentioning their name and Folio No./DPID and Client ID.

#### 15. Voting through electronic means and joining of AGM electronically:

- I. In compliance with the provisions of Section 108 of the Act and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, Regulation 44 of SEBI Listing Regulations, as amended and MCA Circulars, the Company is pleased to provide the Members facility to exercise their right to vote by electronics means on all the resolutions set forth in the Notice convening the 42<sup>nd</sup> AGM. The facility of casting the votes by the Members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") as well as e-voting facility on the day of AGM will be provided by National Securities Depository Limited ("NSDL"). Resolution(s) passed by Members through remote e-voting is/ are deemed to have been passed as if they have been passed at the AGM.
- II. The Members who have casted their vote by remote e-voting prior to the AGM may also attend/participate in the AGM through VC/OAVM but shall not be entitled to cast their vote again at the AGM.
- III. **The remote e-voting period will commence on Saturday, 15<sup>th</sup> August, 2026 (9:00 A.M.) and end on Tuesday, 18<sup>th</sup> August, 2026 (5:00 P.M.). During this period, Members of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of Wednesday, 12<sup>th</sup> August, 2026, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL 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.**
- IV. Members can opt for only one mode of voting i.e. remote e-voting or e-voting system at the 42<sup>nd</sup> AGM.
- V. **The process and manner for remote e-voting and attending General Meeting are as under:**

##### Process and manner for remote e-voting:

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below.

Step 1: Access to NSDL e-Voting system.

Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.

##### Step 1: Access to NSDL e-Voting system

#### A) Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.

In terms of SEBI circular dated 9<sup>th</sup> December, 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 e-mail id in their demat accounts in order to access e-Voting facility.

Login method for Individual shareholders holding securities in demat mode is given below.

| Type of shareholders                                               | Login Method                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Individual Shareholders holding securities in demat mode with NSDL | <ol style="list-style-type: none"> <li>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 e-mail 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 company name or <b>e-Voting service provider i.e. NSDL</b> and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> <li>Existing IDeAS user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added 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 i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> <li>If you are not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com/SecureWeb/IdasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdasDirectReg.jsp</a>. Select "Register Online for IDeAS Portal" or click at <a href="https://eservices.nsdl.com/SecureWeb/IdasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdasDirectReg.jsp</a></li> <li>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 i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li> </ol> |

| Type of shareholders                                                                                   | Login Method                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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|                                                                                                        | <p>5. Shareholders/Members can also download NSDL Mobile App "NSDL Speede" facility by scanning the QR code mentioned below for seamless voting experience.<br/> <b>NSDL Mobile App is available on</b></p> <p>   </p> <p>   </p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Individual Shareholders holding securities in demat mode with CDSL                                     | <p>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 Easi / Easiest are requested to visit CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; New System Myeasi Tab and then use your existing my easi username &amp; password.</p> <p>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.</p> <p>3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; New System Myeasi Tab and then click on registration option.</p> <p>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; e-mail 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 able to directly access the system of all e-Voting Service Providers.</p> |
| Individual Shareholders (holding securities in demat mode) login through their depository participants | <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.</p> <p>Upon logging in, you will be able to see e-Voting option.</p> <p>Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature.</p> <p>Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User

ID and Forget Password option available at abovementioned website.

**Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.**

| Login type                                                         | Helpdesk details                                                                                                                                                                                                           |
|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 <a href="mailto:evoting@nsdl.com">evoting@nsdl.com</a> or call at 022 - 4886 7000                                            |
| 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 <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at toll free no. 1800 21 09911 |

**B) Login Method for e-Voting and joining virtual meeting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.**

**How to Log-in to NSDL e-Voting website?**

1. 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.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen. Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.
4. Your User ID details are given below:

| Manner of holding shares i.e. Demat(NSDL or CDSL) or Physical | Your User ID is:                                                                                                                                          |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| a) For Members who hold shares in demat account with NSDL.    | 8 Character DP ID followed by 8 Digit Client ID<br>For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.   |
| b) For Members who hold shares in demat account with CDSL.    | 16 Digit Beneficiary ID<br>For example if your Beneficiary ID is 12***** then your user ID is 12*****.                                                    |
| c) For Members holding shares in Physical Form.               | EVEN Number followed by Folio Number registered with the company<br>For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001*** |

5. Password details for shareholders other than Individual shareholders are given below:
  - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
  - c) How to retrieve your 'initial password'?
    - (i) If your e-mail ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your e-mail ID. Trace the e-mail sent to you from NSDL from your mailbox. Open the e-mail and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
    - (ii) If your e-mail ID is not registered, please follow steps mentioned below in process for those shareholders whose e-mail ids are not registered.
6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on **"Forgot User Details/Password?"** (If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) **"Physical User Reset Password?"** (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.com](mailto:evoting@nsdl.com) mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

## **Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system:**

### **How to cast your vote electronically and join General Meeting on NSDL e-Voting system?**

1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.
2. Select "EVEN" of **India Glycols Limited** to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join Meeting".
3. Now you are ready for e-Voting as the Voting page opens.
4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/ modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
5. Upon confirmation, the message "Vote cast successfully" will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

### **General Guidelines for shareholders**

- (a) Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [ashish@asandco.net](mailto:ashish@asandco.net) with a copy marked to [evoting@nsdl.com](mailto:evoting@nsdl.com). Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution/Power of Attorney/ Authority Letter etc. by clicking on **"Upload Board Resolution/Authority Letter"** displayed under **"e-Voting"** tab in their login.
- (b) It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.
- (c) In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section

of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on.: 022 - 4886 7000 or send a request to Pallavi Mhatre, deputy Vice President, NSDL at [evoting@nsdl.com](mailto:evoting@nsdl.com).

**Process for those shareholders whose e-mail ids are not registered with the depositories for procuring user id and password and registration of email for e-voting for the resolutions set out in this notice:**

1. In case shares are held in physical mode, please provide 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 e-mail to [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com) or to the RTA at [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com).
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com) or to the RTA at [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com). If you are an Individual shareholder holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A) above i.e. Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.**
3. Alternatively, shareholders/members may send a request to [evoting@nsdl.com](mailto:evoting@nsdl.com) for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated 9<sup>th</sup> December, 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 required to update their mobile number and e-mail ID correctly in their demat account in order to access e-Voting facility.

**Process and manner for e-voting on the day of the 42<sup>nd</sup> AGM**

1. The procedure for e-Voting on the day of the 42<sup>nd</sup> AGM is same as the instructions mentioned above for remote e-voting.
2. Only those Members/Shareholders, who will be present in the 42<sup>nd</sup> 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 in the 42<sup>nd</sup> AGM.

3. Members who have voted through Remote e-Voting will be eligible to attend the 42<sup>nd</sup> AGM. However, they will not be eligible to vote at the 42<sup>nd</sup> AGM.
4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the AGM shall be the same person mentioned for Remote e-voting.

**Process and manner for attending the AGM through VC/OAVM:**

1. Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for **Access to NSDL e-Voting system**. After successful login, you can see link of "VC/OAVM link" placed under "**Join meeting**" menu against company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. The Members who 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 the Notice to avoid last minute rush.
2. Members are encouraged to join the Meeting through Laptops for better experience.
3. Further, Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. 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.
5. Members who would like to express their views or ask questions during the 42<sup>nd</sup> AGM may register themselves as a speaker by sending their request from their registered e-mail address mentioning their name, demat account number/ folio number, e-mail id, mobile number at [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com) from **Tuesday, 11<sup>th</sup> August, 2026 (9:00 A.M.) to Friday, 14<sup>th</sup> August, 2026 (5:00 P.M.)**.
6. Those Members who have registered themselves as a speaker will only be allowed to express their views/ask questions during the 42<sup>nd</sup> AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.

16. Members may submit their queries, if any, on the financial statements or on any agenda item proposed in this Notice **at least 7 days prior to the date of the 42<sup>nd</sup> AGM** from their registered e-mail address, mentioning their name, DP ID and Client ID number/ folio number and mobile number at Company's e-mail address at [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com) or write to the Company's Head Office at Plot No. 2-B, Sector-126, Distt. Gautam Budh Nagar, Noida-201304, Uttar Pradesh. Such queries by the Members shall be suitably replied by the Company.
17. **The voting rights of Members shall be in proportion to their share in the paid up equity share capital of the Company as on the cut-off date of Wednesday, 12<sup>th</sup> August, 2026. A person who is not a Member as on the cut-off date should treat this Notice for information only.**
18. Any person, who acquires shares of the Company and becomes Member of the Company after the Company sends the Notice of the 42<sup>nd</sup> AGM and holds shares as on the cut-off date i.e. **Wednesday, 12<sup>th</sup> August, 2026**, may obtain the User ID and password by sending a request at [evoting@nsdl.com](mailto:evoting@nsdl.com) or to the RTA at [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com). However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/ Password?" or "Physical User Reset Password?" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
19. 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. **Wednesday, 12<sup>th</sup> August, 2026**, only shall be entitled to avail the facility of remote e-voting or voting at the 42<sup>nd</sup> AGM through e-voting system.
20. Shri Ashish Saxena (C.P. No. 7096) of Ashish Saxena & Co., Company Secretaries, having their office at 403, Grand Plaza, Raj Nagar Extension, Ghaziabad, Uttar Pradesh-201017 has been appointed as the Scrutinizer to scrutinize the remote e-voting process and casting voting through e-voting system during the 42<sup>nd</sup> AGM in a fair and transparent manner.
21. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of Scrutinizer, by use of e-voting system for all those Members who are participating in the AGM but have not cast their votes by availing the remote e-voting facility.
22. The Scrutinizer shall, after the conclusion of voting at the 42<sup>nd</sup> AGM, unblock the votes cast through remote e-voting and e-voting system at the AGM, in the presence of at least two witnesses not in the employment of the Company and shall make a consolidated scrutinizer's report of the total votes cast in favour or against, invalid votes, if any, and whether the resolution has been carried or not, and such Report shall then be submitted to the Chairman or a person authorized by him in writing, within two working days of the 42<sup>nd</sup> AGM, who shall countersign the same and declare the result of the voting forthwith.
23. The Results declared along with the report of the Scrutinizer shall be placed on the website of the Company [www.indiaglycols.com](http://www.indiaglycols.com) and on the website of NSDL [www.evoting.nsdl.com](http://www.evoting.nsdl.com) and the results shall also be simultaneously communicated to the BSE Limited ("BSE") and the National Stock Exchange of India Limited ("NSE").
24. **MEMBERS ARE REQUESTED TO:**
  - a. Note that the SEBI Master Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated 23<sup>rd</sup> June, 2025 as updated vide SEBI Master Circular No. HO/38/13/(4)2026-MIRSD-POD/I/4298/2026 dated 6<sup>th</sup> February, 2026 has prescribed, inter-alia, common and simplified norms for processing investor's service request by Registrar and Share Transfer Agents ("RTAs") and norms for furnishing PAN, KYC details (i.e. Contact details- Postal address with PIN, Mobile Number, E-mail address, Bank account details - bank and branch name, bank account number, IFS Code etc. and Specimen Signature) and Nomination details. Also, linkage of PAN with Aadhar has been made mandatory.  
In view of the above, it is mandatory to furnish PAN, KYC details and Nomination details by holders of physical securities to the RTA. Accordingly, in pursuance to the above circulars and provisions of Section 72 of the Act, the facility for making nomination is available for the Members in respect of the shares held by them. Members holding shares in physical form are requested to submit their PAN, KYC details and Nomination details by sending duly filled and signed Form ISR-1 (request for registering/change/ updation of PAN, KYC details), ISR-2 (signature of shareholder), SH-13 (nomination), SH-14 (cancellation/variation in nomination), ISR-3 (opting out of Nomination) to the RTA at 179-180, DSIDC Shed, 3<sup>rd</sup> Floor Okhla Industrial Area, Phase – 1 New Delhi – 110020 or e-mail at [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com).  
The Members who are holding shares in demat mode are requested to update their bank and other KYC details with their Depository Participant.  
Regulation 40 of the SEBI Listing Regulations, as amended, mandates that transfer, transmission and transposition of securities of listed companies held in physical form shall be effected only in demat mode.  
To facilitate ease of investing for holders of securities in physical form, and in line with SEBI Circular No. HO/38/13/11(2)2026-MIRSD-POD/I/3750/2026 dated 30<sup>th</sup> January 2026, the Company has opened an additional special window for a period of one year from 5<sup>th</sup> February 2026 to 4<sup>th</sup> February 2027 for lodgement of transfer deeds and dematerialisation of physical securities sold or purchased prior to 1<sup>st</sup> April 2019. The window is applicable to shareholders whose transfer requests were either not lodged or were rejected/returned due to documentation deficiencies.

Further, SEBI has also mandated that the listed companies shall henceforth issue the securities in dematerialized form only while processing the service requests such as transmission, transposition, Issue of duplicate securities certificate, claim from Unclaimed Suspense Account, renewal/exchange of securities certificate, endorsement, sub-division/splitting of securities certificate, consolidation of securities certificates/ folios of securities. Accordingly, Members are requested to make service requests by submitting a duly filled in and signed Form ISR-4.

Any service requests or complaints received from the Members, are being processed by the RTA on receipt of prescribed documents/details.

The requisite forms are available on the website of the Company at [www.indiaglycols.com](http://www.indiaglycols.com) under Investor Relations Section and are also available on the website of the Company's RTA.

In view of the above, Members holding shares in physical form are requested to consider converting their holdings to demat mode.

- b. Immediately notify any change of address, e-mail address, change of name, contact numbers, bank details, bank mandates, nominations, power of attorney etc. and their PAN to their DP with whom they maintain their demat account. Non-resident Indian Members are requested to inform the RTA/ respective DP, immediately of change in their residential status on return to India for permanent settlement and the particulars of their bank account maintained in India with complete name, branch, account type, account number and address of the bank with pin code number, if not furnished earlier.
- c. **Note that in order to receive faster communication and enable the Company to serve the Members better and to support the "Green Initiative", Members are requested to register/update their e-mail address(es) by sending the same along with the name, address, Folio No. / DPID & Client ID, shares held:**
  - I. **To the RTA in the prescribed form mentioned at point (a) above for shares held in physical form and;**
  - II. **To their respective Depository Participants in respect of shares held in demat mode.**

Upon registration of the e-mail address(es), the Company proposes to send Notices, Annual Report and other documents/communications to those Members via electronic mode/e-mail.

25. SEBI had mandated that effective from 1<sup>st</sup> April, 2019, securities of listed companies can only be transferred in dematerialized form. Therefore, the Company has not been accepting any request for transfer of shares in physical form w.e.f. 1<sup>st</sup> April, 2019.
26. SEBI vide its Master Circular SEBI/HO/OIAE/OIAE\_IAD-3/P/ CIR/2023/195 dated 31<sup>st</sup> July, 2023 (updated as on 28<sup>th</sup> December 2023), has introduced Online Dispute

Resolution ("ODR"), which is in addition to the existing SCORES platform which can be utilized by the investors and the Company for dispute resolution. Please note that the investors can initiate dispute resolution through the ODR portal only after exhausting the option to resolve dispute with the Company and on the SCORES platform. The SMART ODR portal can be accessed at <https://smartodr.in/login>.

## **EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013**

The following statement sets out all the material facts related to Special Business mentioned under item no. 4 of the Notice dated 14<sup>th</sup> May, 2026.

### **ITEM NO. 4**

The Board of Directors ("the Board") of the Company on the recommendation of the Audit Committee, at their meeting held on 14<sup>th</sup> May, 2026 approved the appointment of M/s R.J. Goel & Co., Cost Accountants to conduct the audit of cost records of the Company for the financial year ending 31<sup>st</sup> March, 2027 at a remuneration of ₹ 4,50,000/- (Rupees Four Lakh Fifty Thousand only) plus applicable tax and reimbursement of out-of-pocket expenses, if any. While appointing them, the Audit Committee and the Board have considered, inter-alia, experience, team size, domain expertise and scope of work to be undertaken by them.

Pursuant to the provisions of Section 148 of the Companies Act, 2013 read with Rule 14 of the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to the Cost Auditor, as recommended by the Audit Committee and approved by the Board has to be ratified by the Members of the Company.

Accordingly, consent of the Members is being sought by way of an Ordinary Resolution for ratification of the remuneration payable to the cost auditor for the financial year 2026-27.

None of the Directors/Key Managerial Personnel of the Company or their respective relatives are in any way, concerned or interested, financially or otherwise, in the Ordinary Resolution at Item No. 4 of the Notice.

The Board recommends the resolution set out at item No. 4 of this Notice for approval of the Members as an Ordinary Resolution.

**By order of the Board  
For India Glycols Limited**

**Ankur Jain  
Company Secretary**

Place: Noida  
Date : 14<sup>th</sup> May, 2026

### **Registered Office:**

A-1, Industrial Area, Bazpur Road,  
Kashipur-244713, District Udham  
Singh Nagar, Uttarakhand  
CIN: L24111UR1983PLC009097  
Telephone No.: +91-5947-269000, 269500  
Fax: +91-5947-275315, 269535  
Website: [www.indiaglycols.com](http://www.indiaglycols.com)  
E-mail : [compliance.officer@indiaglycols.com](mailto:compliance.officer@indiaglycols.com)