



POLYCHEM LIMITED

CIN: L24100MH1955PLC009663

Regd. Office: 7, Jamshedji Tata Road, Churchgate Reclamation, Mumbai 400 020.

Tel. No. 022 22820048 Fax No. 022 22850606

Email: polychemltd@kilachand.com Website: <http://www.polychemltd.com>

Notice of 64th AGM and E-Voting

Notice is hereby given that the Sixty - Fourth Annual General Meeting of the Members of **POLYCHEM LIMITED** (CIN: L24100MH1955PLC009663) will be held on Thursday, 16th September, 2021 at 11:00 a.m. through Video Conference (VC) / Other audio visual means (OAVM) in compliance with the applicable provisions of the Companies Act, 2013 read with MCA General Circular No. 14/2020 dated 08th April, 2020, MCA General Circular No.17/2020 dated 13th April, 2020, MCA General Circular No. 20/2020 dated 05th May, 2020 and MCA General Circular No. 02/2021 dated 13th January, 2021 and SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May, 2020 and SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated 15th January, 2021 to transact the business set out in the Notice of the AGM.

The Company has sent the Annual Report along with the Notice of AGM on Wednesday, 18th August, 2021 through electronic mode to Members whose email addresses are registered with the Company's Registrar and Share Transfer Agent /Depositories in accordance with MCA Circulars and SEBI circulars. The Annual Report along with the Notice of the AGM is also available on the Company's website www.polychemltd.com, website of BSE Limited www.bseindia.com and on website of the NSDL www.evoting.nsdl.com.

In terms of and in compliance with provisions of section 108 of the Act read with Rule 20 of Companies (Management and Administration) Rules, 2014 as amended from time to time and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is providing the "remote e-voting" and "e-voting during the AGM", facility to members to cast their vote electronically on all the resolutions set forth in the Notice of the 64th AGM through electronic voting system of National Securities Depository Limited (NSDL). The cut-off date for determining the eligibility to vote by electronic means through "remote e-voting" or "e-voting at the AGM" is 9th September, 2021.

The remote e-voting period commences on Monday, 13th September, 2021 (09:00 a.m. IST) and ends on Wednesday, 15th September, 2021 (05:00 pm. IST). The remote e-voting module shall be disabled by NSDL thereafter and remote e-voting shall not be allowed beyond the above mentioned date and time. Those members, who shall be present in the AGM through VC/OAVM facility and had not cast their votes on the resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through E-voting system during the AGM. The members who have cast their votes 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 votes again. Once the e-vote on the resolution is cast by the members, they shall not be allowed to change it subsequently. The person whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as e-voting at AGM.

Any person who becomes a member of the Company after the notice has been sent electronically by the Company, and holds shares as on the cut-off date i.e. 9th September, 2021 may obtain the User ID and Password by sending an email request to evoting@nsdl.co.in. For the process and manner of E-voting, Members may go through the instructions mentioned at page no. 8 of the Notice of 64th AGM. In case of any queries or issues or grievances pertaining to e-voting, Members may send a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30.

Place: Mumbai
Dated: 18th August, 2021.

By Order of the Board of Directors,
For POLYCHEM LIMITED,
Sd/-
Deepali V. Chauhan
Company Secretary & Compliance Officer