

# Notice

**NOTICE IS HEREBY GIVEN THAT THE 50<sup>TH</sup> (FIFTIETH) ANNUAL GENERAL MEETING (“AGM”) OF THE MEMBERS OF AMINES & PLASTICIZERS LIMITED** will be held on **THURSDAY, SEPTEMBER 25, 2025**, at **4.00 P.M.** (IST) through Two-way Video Conferencing (“VC”)/Other Audio-Visual Means (“OAVM”), to transact the following businesses:

## ORDINARY BUSINESS:

### 1. Adoption of the Audited Standalone Financial Statements and Reports thereon

To receive, consider and adopt the Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2025, together with the Reports of the Board of Directors and the Statutory Auditors thereon.

To consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

“**RESOLVED THAT** the Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2025, together with the Reports of the Board of Directors and the Statutory Auditors thereon, be and are hereby received, considered and adopted.”

### 2. Adoption of the Audited Consolidated Financial Statements and Reports thereon

To receive, consider and adopt the Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2025, together with the Report of the Statutory Auditors thereon.

To consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

“**RESOLVED THAT** the Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2025, together with the Report of the Statutory Auditors thereon, be and are hereby received, considered and adopted.”

### 3. Declaration of Dividend

To declare a dividend on equity shares for the financial year ended March 31, 2025, as recommended by the Board of Directors.

To consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

“**RESOLVED THAT** a Dividend of ₹ 0.50/- per Equity Share of the face value of ₹ 2/- each for the financial year ended March 31, 2025 on 5,50,20,000 Equity Shares of the Company as recommended by the Board of Directors be declared and that the said Dividend be distributed out of the Profits for the financial year ended on March 31, 2025 to the eligible Members.”

### 4. Appointment of a Director in place of one retiring by rotation

To appoint a Director in place of Ms. Nimisha Dutia (DIN: 06956876) who retires as a Director by

rotation at this Annual General Meeting and, being eligible, has offered herself for re-appointment.

To consider and, if thought fit, to pass the following resolution as an **Ordinary Resolution**:

“**RESOLVED THAT** in accordance with the provisions of Section 152 and other applicable provisions, if any, of the Companies Act, 2013, including any statutory modification or re-enactment thereof, for the time being in force, Ms. Nimisha Dutia (DIN: 06956876), who retires as a Director by rotation and, being eligible, has offered herself for re-appointment, be and is hereby re-appointed as a Director of the Company.”

## SPECIAL BUSINESS:

### 5. Appointment of the Secretarial Auditors of the Company

To consider and, if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

“**RESOLVED THAT** in accordance with the provisions of Regulation 24A of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 204 of the Companies Act, 2013 read with Rule 9 of the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any statutory modification(s), enactment(s) or re-enactment(s) thereof, for the time being in force), and as recommended by the Audit Committee and the Board of Directors, M/s. Shreyas Athavale & Co., Practicing Company Secretaries (Certificate of Practice No. 20573), be and are hereby appointed as the Secretarial Auditors of the Company, for a term of five (5) consecutive years, from the financial year 2025-26 till the financial year 2029-30, on such remuneration, as may be mutually agreed between the Board of Directors, based on the recommendation of the Audit Committee, and the Secretarial Auditors.

**RESOLVED FURTHER THAT** approval of the Members is hereby accorded to the Board of Directors of the Company to avail or obtain from the Secretarial Auditors, such other services or certificates or reports which the Secretarial Auditors may be eligible to provide or issue under the applicable laws at such charges/fees to be determined by the Board of Directors of the Company and to do all such acts, deeds, matters and things as it may, in its absolute discretion deem necessary or desirable for the purpose of giving effect to this Resolution and with power to the Board to settle all questions, difficulties or doubts that may arise in respect to give effect to the above said resolution.”

**6. Ratification of the Remuneration payable to the Cost Auditors of the Company**

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 other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or amendment(s) thereto or re-enactment(s) thereof, for the time being in force) and pursuant to the recommendation of the Audit Committee, the remuneration payable to M/s. A. G. Anikhindi and Co., Cost Accountants, Kolhapur (Firm Registration Number:100049), appointed by the Board of Directors of the Company as Cost Auditors to conduct the audit of the cost records of the Company for the financial year ending March 31, 2026, amounting to ₹ 2,15,000/- (Rupees Two Lakhs Fifteen Thousand only) (plus Goods and Services Tax and reimbursement of out-of-pocket expenses as applicable) be and is hereby ratified.

**RESOLVED FURTHER THAT** approval of the Members is hereby accorded to the Board of Directors of the Company to do all such acts, deeds, matters and things as it may, in its absolute discretion deem necessary or desirable for the purpose of giving effect to this Resolution and with power to the Board to settle all questions, difficulties or doubts that may arise in respect to give effect to the above said resolution.”

**7. Invitation/Acceptance/renewal of Unsecured Deposits from Members of the Company**

To consider and, if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Section 73 of the Companies Act, 2013, read with the Companies (Acceptance of Deposits) Rules, 2014 and other applicable provisions, if any, and subject to such conditions, approvals, permissions, as may be necessary, consent of the members of the Company be and is hereby accorded to invite/accept/renew from time to time unsecured deposits from members of the Company, on such terms and conditions as the Board of Directors may think proper and beneficial for the Company, up to a limit not exceeding 35% of the aggregate paid-up share capital, free reserves and securities premium account of the Company, as prescribed under Rule 3(3) of the Companies (Acceptance of Deposits) Rules, 2014.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and are hereby authorized to formulate the Scheme in this regard as per the applicable provisions of the Companies Act, 2013, read with applicable rules and to do all such acts, deeds, matters and things as it may, in its absolute discretion deem necessary or desirable for the purpose of giving effect to this Resolution and with power to the Board to settle all questions, difficulties or doubts that may arise in respect to give effect to the above said resolution.”

**Place:** Mumbai  
**Date:** August 12, 2025

By Order of the Board of Directors  
For **AMINES & PLASTICIZERS LIMITED**

**Registered Office:**  
T-11, Third Floor, Grand Plaza,  
Paltan Bazar, G. S. Road,  
Guwahati – 781 008. Assam.  
CIN: L24229AS1973PLC001446  
Website: [www.amines.com](http://www.amines.com)  
Email: [cs@amines.com](mailto:cs@amines.com)  
Contact: 022 62211000  
Fax – 022 24938162

Sd/-  
**Omkar Mhamunkar**  
Company Secretary & Compliance Officer  
Membership No. A26645

# Notes

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 (**"the Act"**) setting out material facts concerning the business under Item No. 5 to Item No. 7 of the accompanying Notice, is annexed hereto. Additional information, pursuant to Regulation 36 (3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, (**"Listing Regulations"**) and Secretarial Standard-2 (**"SS-2"**) on General Meetings, issued by The Institute of Company Secretaries of India (**"ICSI"**), in respect of Director retiring by rotation seeking re-appointment at this AGM is furnished as **Annexure I** to this Notice.
2. The Ministry of Corporate Affairs (**'MCA'**) has vide General Circular Nos. 14/2020 dated April 08, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 05, 2020, and subsequent circulars issued in this regard, the latest being 09/2024 dated September 19, 2024 (collectively referred to as **"MCA Circulars"**), permitted the holding of the Annual General Meeting (**'AGM'**) through Video Conferencing (**'VC'**)/Other Audio Visual Means (**'OAVM'**) without the physical presence of the Members at a common venue. Further, the Securities and Exchange Board of India (**"SEBI"**) also vide its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020, Circular No. SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated May 13, 2022 and subsequent circulars issued in this regard, the latest being SEBI/HO/CFD/CFD-PoD-2/P/CIR/2024/133 dated October 03, 2024 (collectively referred to as **"SEBI Circulars"**) has provided certain relaxations from compliance with certain provisions of the Listing Regulations. In compliance with the applicable provisions of the Companies Act, 2013 ('the Act') and the MCA Circulars and SEBI Circulars, the 50<sup>th</sup> AGM of the Company is being held through VC/OAVM on **Thursday, September 25, 2025 at 4.00 p.m. (IST)**. The proceedings of the 50<sup>th</sup> AGM shall be deemed to be conducted at the Registered Office of the Company.
3. **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, PURSUANT TO MCA CIRCULARS, PHYSICAL ATTENDANCE OF THE MEMBERS HAS BEEN DISPENSED WITH. ACCORDINGLY, IN TERMS OF THE MCA CIRCULARS AND SEBI CIRCULARS, THE FACILITY FOR THE APPOINTMENT OF PROXIES BY THE MEMBERS WILL NOT BE AVAILABLE FOR THIS AGM AND HENCE THE PROXY FORM, ATTENDANCE SLIP, AND ROUTE MAP OF THE AGM ARE NOT ANNEXED TO THIS NOTICE.** However, pursuant to 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 50<sup>th</sup> AGM through VC/OAVM facility and e-Voting during the 50<sup>th</sup> AGM of the Company.
4. **"SPECIAL WINDOW" for Re-Lodgment of Transfer Requests of Physical Shares**  
Shareholders are hereby informed that **SEBI** vide its circular SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated July 02, 2025 (**"the said circular"**), has opened a **SPECIAL WINDOW** for re-lodgement of transfer requests of physical shares to facilitate ease of investing for members and to secure their rights in the securities purchased by them.  
  
Pursuant to the said circular, members who had submitted transfer requests of physical shares for the transfer deeds lodged prior to **April 01, 2019** (the date from which transfer of securities in physical form was discontinued) but the same was rejected/returned/not attended to due to deficiency in the documents/process/or otherwise, are now provided an **opportunity to re-lodge such transfer requests**.

Eligible members may re-lodge their earlier requests with the Company's Registrar and Share Transfer Agent (**"RTA"**), MUFG Intime India Private Limited (formerly known as Link Intime India Private Limited) along with requisite documents and rectifying deficiency, if any, during the Special Window period of six (6) months **i.e. from July 07, 2025 till January 6, 2026**. Investors are hereby informed that pursuant to the said Circular, the securities re-lodged for transfer (including those requests that are pending with the Company/RTA, as on date) shall only be issued in demat form after following due process for transfer-cum-demat. Investors may send the documents to the Company or RTA to any of the addresses given below:

| For Company  | For RTA  |
|--|--|
| <b>Amines &amp; Plasticizers Limited</b><br>To,<br>The Company Secretary<br>'D' Building, Shiv Sagar Estate, 6 <sup>th</sup> Floor, Dr. Annie Besant Road, Worli, Mumbai - 400018.<br><b>Tel No.:</b> 022- 62211000<br><b>Email Id:</b> <a href="mailto:cs@amines.com">cs@amines.com</a> | <b>MUFG Intime India Private Limited<br/>(Formerly known Link Intime India Private Limited)</b><br><b>Unit:</b> Amines & Plasticizers Limited<br>C-101, 1 <sup>st</sup> Floor, 247 Park, L. B. S. Marg, Vikhroli (West), Mumbai 400 083.<br><b>Tel No.:</b> 1800 1020 878<br><b>Email Id:</b> <a href="mailto:rnt.helpdesk@in.mpms.mufg.com">rnt.helpdesk@in.mpms.mufg.com</a> |

We encourage all members who previously submitted transfer requests but have not yet received transferred shares due to outstanding deficiencies to take advantage of this Special Window, established for the benefit of members.

The detailed information and relevant SEBI Circular are also available on the website of the company at <https://www.amines.com/special-window-for-re-lodgement-of-transfer-requests-of-physical-shares.html>

5. As per the provisions of Clause 3.A.II. of the General Circular No. 20/2020 dated May 05, 2020, the matter of Special Business as appearing at Item Nos. 5 to 7 of the accompanying notice is considered to be unavoidable by the Board and hence, forming part of this Notice.
6. Attendance of the Members participating in the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
7. The recorded transcript of the AGM shall also be made available as soon as possible on the website of the Company at <https://www.amines.com/outcome-of-AGM.html>
8. In compliance with the aforesaid MCA Circulars and SEBI Circulars, the Notice of the 50<sup>th</sup> AGM along with the Annual Report 2024-25 is being sent through electronic mode only to those Members whose e-mail addresses are registered with the Company, MUFG Intime India Private Limited ("**RTA**") (formerly known as Link Intime India Private Limited), or CDSL/NSDL ("**Depositories**"). Members may note that the Notice and Annual Report 2024-25 will also be available on the Company's website at [www.amines.com](http://www.amines.com) and can also be accessed from the websites of the Stock Exchanges i.e. BSE Limited ("BSE") at [www.bseindia.com](http://www.bseindia.com) and National Stock Exchange of India Limited ("**NSE**") at [www.nseindia.com](http://www.nseindia.com) and also on the website of RTA at <https://instavote.linkintime.co.in>. Additionally, in accordance with Regulation 36(1)(b) of the Listing Regulations, the Company is also sending a letter to the Members whose e-mail addresses are not registered with the Company/RTA/Depositories providing the web-link, including the exact path, where complete details of the Annual Report for FY 2024-25 is available.
9. In compliance with the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended), SS-2 issued by the ICSI and Regulation 44 of Listing Regulations read with MCA Circulars, the Company is providing remote e-voting facility to its members in respect of the business to be

transacted at the 50<sup>th</sup> AGM and facility for those members participating in the 50<sup>th</sup> AGM to cast vote through voting through electronic means. For this purpose, RTA shall provide a facility for voting before AGM through remote e-Voting, for participation through VC/OAVM facility and e-voting during the AGM. Resolution(s) passed by members through e-voting are deemed to have been passed as if they have been passed at the AGM.

10. The format of the Register of Members prescribed by the MCA under the Act requires the Company/ Registrars and Share Transfer Agents to record additional details of members, including their PAN details, e-mail address, bank details for payment of dividends, etc. Members are hereby requested to update their details with their respective Depository Participant (DP), if shares are held in demat form. If members are holding shares in physical form, kindly refer para 12 of this Note for updating of details with RTA.
11. To support the 'Green Initiative', members who have not yet registered their email addresses are requested to register the same with their DPs in case the shares are held by them in demat form and with the Company's RTA in case the shares are held by them in physical form by furnishing KYC details in Form ISR-1.

#### 12. Updating of PAN, KYC and other details

Members, whose KYC details (i.e. e-mail address, postal address with PIN code, mobile number, bank account details, PAN details linked with Aadhaar etc.) is not registered/updated with the Company/RTA or with their respective DPs, and who wish to receive the Notice of the 50<sup>th</sup> AGM, the Annual Report for the financial year ended March 31, 2025 and all other future communications sent by the Company from time to time, can get their KYC details registered/updated by following the steps as given below:

- a. Members holding shares in physical form by submitting duly filled and signed request letter in Form ISR-1 along with self-attested copy of the PAN Card linked with Aadhaar; and self-attested copy of any document in support of the address of the member (such as Aadhaar Card, Driving License, Election Identity Card, Passport etc.) and such other documents as prescribed in the Form ISR-1 to the following address:

#### **MUFG Intime India Private Limited**

(formerly known as Link Intime India Private Limited).

**Unit:** Amines & Plasticizers Limited

C-101, Embassy 247, L.B.S.Marg, Vikhroli (West), Mumbai - 400083

Further, SEBI vide its Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated June 23, 2025, and Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024, has instructed to mandatorily furnish PAN, KYC details and Nomination by holders of physical securities. Accordingly, it is once again reiterated that all holders and claimants of physical securities shall furnish valid PAN, KYC details, email address, mobile number, Bank account details and nomination details immediately by submitting the below-mentioned forms to the RTA.

| Sr. No | Form       | Purpose   |
|--------|------------|---|
| 1      | Form ISR-1 | To register/update PAN, KYC details                   |
| 2      | Form ISR-2 | To Confirm Signature of securities holder by the Bank |
| 3      | Form ISR-3 | Declaration Form for opting-out of Nomination         |
| 4      | Form SH-13 | Nomination Form                                       |
| 5      | Form SH-14 | Cancellation or Variation of Nomination (if any)      |

All above Forms [ISR-1, ISR-2, ISR-3, SH-13, SH-14] are available on the Company's website at <https://www.amines.com/kyc-forms.html> and also available on the website of RTA at <https://web.in.mpms.mufg.com/KYC-downloads.html>. Members may please note that KYC is a pre-requisite requirement for the process of any request from the RTA.

Communication in this regard has been sent to all members holding shares in physical form at their registered address from time to time and the latest being sent on August 02, 2024. Further, the same are being sent again to the members holding shares in physical form, reminding them to update their PAN, KYC details and Nomination details.

- b. Members holding shares in demat form may update their KYC details including e-mail address with their Depository Participant(s). Members may please note that their bank details as furnished by the respective DPs to the Company will be considered for remittance of dividend as per the applicable regulations of the Depositories and the Company will not be able to accede to any direct request from such Members for change/addition/deletion in such bank details. Accordingly, the Members holding shares in demat form are requested to ensure that their DPs update their Electronic Bank Mandate details on or before **Friday, September 12, 2025**.

Further, please note that instructions, if any, already given by the Members in respect of shares held in physical form, will not be automatically applicable to the dividend paid on shares held in demat form.

In pursuance of the aforementioned SEBI Circulars, in case any of the aforesaid documents/details are not available in the record of the Company/RTA, the member shall not be eligible to lodge a grievance or avail of any service request from the RTA until they furnish complete KYC details/documents.

**Further, with effect from April 01, 2024, any payment of dividend shall only be made in electronic mode to such members.**

Further, relevant FAQs published by SEBI on its website can be accessed at: [https://www.sebi.gov.in/sebi\\_data/faqfiles/jul-2025/1752726453064.pdf](https://www.sebi.gov.in/sebi_data/faqfiles/jul-2025/1752726453064.pdf)

**13.** Members are requested to:

- intimate to the Company's RTA, changes, if any, to their registered addresses at an early date, in case of shares being held in physical form;
- intimate to the respective DP, changes, if any, in their registered addresses/email ID or bank mandates to their DP with whom they are maintaining their demat accounts;
- quote their Folio Numbers/Client ID/DP ID and contact details in all correspondence; and
- consolidate their holdings into one Folio in case they hold shares under multiple Foliros in the identical order of names.

**14.** In accordance with Regulation 40 of the Listing Regulations, as amended, the Company has stopped accepting any fresh transfer requests for securities held in physical form. Members holding shares of the Company in physical form are requested to kindly get their shares converted into demat/electronic form to get inherent benefits of dematerialisation. Further, SEBI has mandated that securities of listed companies can be transferred only in demat form. Therefore, members are advised to dematerialize shares held by them in physical form for ease in portfolio management.

For consolidation of share certificates, members holding shares in physical form, in more than one folio, with identical order of names, are requested to send the details of such folios together with the share certificates along with the requisite KYC documents for consolidating their holdings in one folio to the RTA. Requests for consolidation of share certificates shall only be processed in dematerialized form.

**15. Process for those members whose e-mail ids are not registered with the Depositories/RTA for obtaining Notice of AGM along with the Annual Report, procuring user id and password, and registration of e-mail ids for e-voting on the resolutions set out in this AGM Notice [In pursuance of Rule 20 of Companies (Management and Administration) Rules, 2014]**

**A. Process to be followed for one-time registration of e-mail address (for shares held in physical form or in demat form) is as follows:**

- a. Visit the link: [https://web.in.mpms.mufg.com/EmailReg/Email\\_Register.html](https://web.in.mpms.mufg.com/EmailReg/Email_Register.html)
- b. Select the name of the Company from drop-down: **Amines & Plasticizers Limited.**
- c. Enter details in respective fields such as DP ID and Client ID (if shares held in electronic form)/ Folio no. and Certificate no. (if shares held in physical form), Shareholder name, PAN, mobile number and e-mail id.
- d. System will send One Time Password ('OTP') on mobile no. and e-mail id.
- e. Enter OTP received on mobile no. and e-mail id and submit.
- f. After successful submission of the e-mail address, RTA will e-mail a copy of the AGM Notice along with the e-voting user ID and password. For voting process, please refer note no. 24 of the AGM Notice. In case of any queries, Members may write to [rnt.helpdesk@in.mpms.mufg.com](mailto:rnt.helpdesk@in.mpms.mufg.com)

**B. Registration of e-mail address permanently with RTA/DP:**

Members who have not yet registered their email addresses are requested to register the same with their Depository Participant (DP) in case the shares are held by them in demat form and with RTA in case the shares are held by them in physical form by furnishing KYC details in Form ISR-1. Kindly refer to Para 12 of this Note for further procedure.

**16. Shareholders' Communication**

The Company has a designated email ID, i.e., [cs@amines.com](mailto:cs@amines.com) for Members Communication. Therefore, the members are requested to kindly write to us at the said email address in case of any queries or communication. The Company shall provide a reply at a suitable time.

Further, members who wish to obtain any information on the financial statements for the financial year ended March 31, 2025, can send their queries at [cs@amines.com](mailto:cs@amines.com) at least seven (7) days before the date of AGM i.e. by **Thursday, September 18, 2025**. The same will also be replied to by/on behalf of the company, suitably.

**17. Record Date and Dividend**

- A. The Company has fixed **Friday, September 12, 2025** as the '**Record Date**' for determining the entitlement of members to a dividend for the financial year ended March 31, 2025, if declared at the AGM.
- B. The dividend of ₹ 0.50/- per equity share of face value of ₹ 2/-, if declared by the members at the AGM, will be paid subject to deduction of income-tax at source ('TDS') as under: -
  - a) To all the Beneficial Owners as at the close of business hours of the day on Friday, September 12, 2025, as per the list of beneficial owners to be furnished by the National Securities Depository Limited and Central Depository Services (India) Limited in respect of the shares held in demat form; and
  - b) To all the members holding shares in physical form, after giving effect to valid transfers in respect of the transfer request lodged with the Company's RTA, as of the close of business hours on Friday, September 12, 2025.

In accordance with the SEBI Circular, dividends, in respect of physical folios wherein KYC details are not updated before the record date, will be held back by the Company and an intimation shall be sent by the Company to such shareholders, intimating them regarding the Dividend being withheld. Further, the dividend will get credited to their bank account only after the KYC details are updated in the folio. However, the company will follow any mandate in case otherwise issued by the SEBI in this regard.

**18. TDS on Dividend**

Pursuant to the Finance Act, 2020, dividend income is taxable in the hands of shareholders effective April 01, 2020, and the Company is required to deduct tax at source from dividend paid to the Members at the prescribed rates. For the prescribed rates for various categories, the members are requested to refer to the Finance Act, 2020 including amendments thereof and **Annexure II** of this Notice. In general, to enable compliance with TDS requirements, Members are requested to complete and/or update their Residential status, PAN and Category with their DPs in case shares are held in Demat mode or in case shares are held in physical form, with the Company/RTA by sending documents/following procedure given in **Annexure II** on or before **Monday, September 15, 2025**.

## 19. Unclaimed Dividends:

Pursuant to the provisions of Section 124 of the Act, the dividend which remains unclaimed/unpaid for a period of seven years from the date of transfer to the unpaid dividend account of the Company is required to be transferred to the IEPF established by the Central Government.

Members are requested to claim their unpaid/unclaimed dividend, if any, on equity shares to avoid any transfer of shares or dividends in future to the IEPF Demat Account. The details of unclaimed dividend transferred to IEPF during FY 2024-25 have been provided in para 20 of the Corporate Governance Report which forms part of this Annual Report.

Further, all the shares on which dividends remain unpaid or unclaimed for a period of seven consecutive years or more shall also be transferred to the demat account of the IEPF Authority as notified by the MCA. The Members, whose unclaimed dividend/shares have been transferred to IEPF, may contact the Company or Company's RTA for issuance of Entitlement Letter and claim such dividend/shares by submitting the requisite documents and filing e-Form IEPF-5 available on [www.iepf.gov.in](http://www.iepf.gov.in). No claim shall lie against the Company in respect of these equity shares post their transfer to IEPF.

**20.** 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 AGM, based on the request being received on [cs@amines.com](mailto:cs@amines.com).

**21.** All documents referred to in the Notice and Explanatory Statement will also be available for electronic inspection without any fee by the members from the date of circulation of this Notice up to the date of AGM. Members seeking to inspect such documents can send an email to [cs@amines.com](mailto:cs@amines.com).

**22.** In terms of Section 152 of the Act, Ms. Nimisha Dutia (DIN: 06956876), Director, shall retire by rotation at the ensuing AGM and being eligible, offers herself for re-appointment. The Details as required under the Act, SS-2 and Listing Regulations are provided in **Annexure I** to this Notice.

## 23. General guidelines for members

1. Pursuant to the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, Secretarial Standard-2 on General Meetings issued by ICSI and Regulation 44 of the Listing Regulations, as amended from time to time, the Company is providing facility of remote e-Voting to its Members in respect of the business to be transacted as mentioned in the Notice of the AGM. For this purpose, the Company has appointed the Company's RTA to facilitate

voting through electronic means. The facility for casting votes by a member using a remote e-voting system as well as e-voting during the AGM, will be provided by the Company's RTA. Resolution(s) passed by Members through e-Voting is/are deemed to have been passed as if they have been passed on the date of the AGM.

2. In terms of the SEBI master circular SEBI/HO/CFD/PoD2/CIR/P/0155 dated November 11, 2024, on the e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through Depositories, Depository Participants, and their demat account maintained with Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account to access the e-Voting facility. In the case of joint holders, 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.
3. The voting rights of shareholder shall be in proportion to their share of the paid-up equity share capital of the Company as on the cut-off date i.e. **Thursday, September 18, 2025 ("Cut-off Date")**. 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 only shall be entitled to avail of the facility of remote e-voting, as well as voting at the AGM. The remote e-voting period commences on **Monday, September 22, 2025 at 09:00 A.M. (IST)** and ends on **Wednesday, September 24, 2025 at 05:00 P.M. (IST)**. The remote e-voting facility shall forthwith be blocked. Once the vote on a resolution is cast by the Member, the Member shall not be allowed to change it subsequently.
4. Members are provided with the facility for voting through electronic voting system during the VC/OAVM proceedings at the AGM and Members participating at the AGM, who have not already casted their vote by remote e-voting, are eligible to exercise their right to vote at the AGM.
5. Members who have already cast their vote by remote e-voting prior to the AGM will be eligible to participate at the AGM but shall not be entitled to cast their vote again on such resolution(s).
6. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting, by use of e-voting system for all those Members who are present during the AGM through VC/OAVM but have not cast their votes by availing the remote e-voting facility. The remote e-voting module shall be disabled by RTA for voting 15 minutes after the conclusion of the Meeting.

7. In case a person has become a Member of the Company after sending of the Notice but on or before the cut-off date, he/she may obtain the User ID through writing an email to [enotices@in.mpms.mufig.com](mailto:enotices@in.mpms.mufig.com) with a copy marked to the Company on [cs@amines.com](mailto:cs@amines.com) or contact on: - Tel: 022 - 4918 6000. However, if the Member is already registered with RTA for remote e-voting, then he/she/it can use his/her/its existing User ID and password for casting the vote. Only a Member who is entitled to vote shall exercise his/her/its vote through e-voting.
8. The Board has appointed M/s. G. S. Bhide & Associates, Practicing Company Secretaries, represented by Ms. Gayatri Phatak, Company Secretary (ACS No. 31886, COP No. 11816) (hereinafter referred to as **"Scrutinizer"**), as a scrutinizer to scrutinize the e-voting and remote e-voting process in a fair and transparent manner. M/s. G. S. Bhide & Associates have expressed their willingness to be appointed as scrutinizer and be available for the purpose of ascertaining the requisite majority.
9. The Scrutinizer shall after the conclusion of voting at the AGM, first count the votes cast at the meeting, thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than two working days of the conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour/against, if any, to the Chairperson or a person authorized in writing, who shall countersign the same and declare the result of the voting forthwith.
10. The Voting Results declared along with the Report of the Scrutinizer shall be placed on the website of the Company at [www.amines.com/outcome-of-AGM.html](http://www.amines.com/outcome-of-AGM.html) and on the website of RTA at <https://instavote.linkintime.co.in> and shall also be forwarded to BSE Limited ("BSE") and National Stock Exchange of India Ltd. ("NSE"). The said results shall also be displayed at the registered office of the Company.
11. The recorded transcript of the AGM, shall also be made available on the website of the Company at <https://www.amines.com/outcome-of-AGM.html>
12. The register and all other papers relating to voting by electronic means shall remain in the safe custody of the Scrutinizer until the Chairman considers, approves and signs the minutes and thereafter, the Scrutinizer shall hand over the register and other related papers to the company.
13. Members who have not registered their e-mail ID so far are requested to register their e-mail ID to receive all communications including Annual Report, Notices and Circulars etc. from the Company electronically. The members may register the same with the Depository

Participant (if shares are held in demat form) and with RTA (if shares are held in physical form). Kindly refer to Note 12 of this Notice for the process for registering with RTA.

14. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company, or their DP as the case may be, of any change in address or demise of any Member in a timely manner. Members are also advised not to leave their demat account(s) dormant for long. Periodic statement of holding should be obtained from concerned DP and holdings should be verified, from time to time.
15. Corporate/Institutional Members are required to scan and send a certified true copy of the Board Resolution together with attested specimen signature(s) of the duly authorised representative(s), pursuant to Section 113 of the Act, authorizing their representatives to attend and vote on their behalf at the Meeting. The said Resolution/Authorization shall be sent to the Scrutinizer by e-mail through their registered e-mail address to [gayatribhideandco@gmail.com](mailto:gayatribhideandco@gmail.com) with a copy marked to the Company at [cs@amines.com](mailto:cs@amines.com).

#### **24. Voting through electronic means (Remote e-voting instructions):**

##### **A. Login method for members holding securities in DEMAT mode**

In terms of SEBI circular no. SEBI/HO/CFD/PoD2/CIR/P/2023/120 dated July 11, 2023, 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 email Id correctly in their demat accounts to access remote e-Voting facility.*

##### **i. Individual shareholders holding securities in demat mode with NSDL**

###### **METHOD 1 - NSDL IDeAS facility**

Shareholders who are registered for IDeAS facility:

- a) Visit URL: <https://eservices.nsd.com>
- b) Click on **"Beneficial Owner"** icon under **"IDeAS Login Section"**.
- c) Post successful authentication, you will be able to see e-Voting services under **Value added services** section. Click on **"Access to e-Voting"** under e-Voting services.
- d) Click on **"MUFG InTime"** or **"evoting link displayed alongside Company's Name"** and you will be redirected to



InstaVote website for casting the vote during the remote e-voting period.

Shareholders who are **NOT** registered for IDeAS facility:

- a) To register, visit URL: <https://eservices.nsd.com> and select **“Register Online for IDeAS Portal”** or click on <https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp>
- b) Enter 8-character DP ID, 8-digit Client ID, Mobile no, Verification code & click on **“Submit”**.
- c) Enter the last 4 digits of your bank account/generate 'OTP'.
- d) Post successful registration, user will be provided with Login ID and password. Follow steps given above in points (a-d).

#### **METHOD 2 - NSDL e-voting website**

- a) Visit URL: <https://www.evoting.nsd.com>
- b) Click on the “Login” tab available under **‘Shareholder/Member’** section.
- c) Enter User ID (i.e., your 16-digit demat account no. held with NSDL), Password/OTP and a Verification Code as shown on the screen.
- d) Post successful authentication, you will be re-directed to NSDL depository website wherein you will be able to see e-Voting services under Value added services. Click on “Access to e-Voting” under e-Voting services.
- e) Click on **“MUFG InTime”** or **“evoting link displayed alongside Company’s Name”** and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

#### **METHOD 3 - NSDL OTP based login**

- a) Visit URL: <https://eservices.nsd.com/SecureWeb/evoting/evotinglogin.jsp>
- b) Enter your 8 - character DP ID, 8 - digit Client Id, PAN, Verification code and generate OTP.
- c) Enter the OTP received on your registered email ID/mobile number and click on login.
- d) Post successful authentication, you will be re-directed to NSDL depository website wherein you will be able to see e-Voting services under Value added services. Click on **“Access to e-Voting”** under e-Voting services.
- e) Click on **“MUFG InTime”** or **“evoting link displayed alongside Company’s Name”** and you will be redirected to

InstaVote website for casting the vote during the remote e-voting period.

#### **ii. Individual shareholders who have registered with CDSL Easi/Easiest facility**

##### **METHOD 1 - CDSL Easi/Easiest facility:**

Shareholders registered for Easi/Easiest facility:

- a) Visit URL: <https://web.cdslindia.com/myeasitoken/Home/Login> or [www.cdslindia.com](http://www.cdslindia.com) & click on New System Myeasi Tab.
- b) Enter existing username, Password & click on “Login”.
- c) Post successful authentication, user will be able to see e-voting option. The evoting option will have links of e-voting service providers i.e., MUFG InTime. Click on **“MUFG InTime”** or **“evoting link displayed alongside Company’s Name”** and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

Shareholders who are **NOT** registered for Easi/Easiest facility:

- a) To register, visit URL: <https://web.cdslindia.com/myeasitoken/Registration/EasiRegistration>
- b) Proceed with updating the required fields for registration.
- c) Post successful registration, user will be provided with username and password. Follow steps given above in points (a-c).

##### **METHOD 2 - CDSL e-voting page**

- a) Visit URL: <https://www.cdslindia.com>
- b) Go to the e-voting tab.
- c) Enter 16-digit Demat Account Number (BO ID) and PAN No. and click on “Submit”.
- d) System will authenticate the user by sending OTP on registered Mobile and Email as recorded in Demat Account.
- e) Post successful authentication, user will be able to see e-voting option. The evoting option will have links of e-voting service providers i.e., MUFG InTime. Click on **“MUFG InTime”** or **“evoting link displayed alongside Company’s Name”** and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

### iii. Individual Shareholders holding securities in demat mode with Depository Participant

Individual shareholders can also login using the login credentials of your demat account through your depository participant registered with NSDL/CDSL for e-voting facility.

- a) Login to DP website.
- b) After Successful login, user shall navigate through **“e-voting”** option.
- c) Click on e-voting option, user will be redirected to NSDL/CDSL Depository website after successful authentication, wherein user can see e-voting feature.
- d) Post successful authentication, click on **“MUFG InTime”** or **“evoting link displayed alongside Company’s Name”** and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

### B. Login method for shareholders holding securities in physical mode/Non-Individual Shareholders holding securities in demat mode.

Shareholders holding shares in **physical mode/Non-Individual Shareholders holding securities in demat mode** as on the cut-off date for e-voting may register and vote on InstaVote as under:

#### STEP 1: LOGIN/SIGNUP to InstaVote

Shareholders registered for **InstaVote** facility:

- a) Visit URL: <https://instavote.linkintime.co.in> & click on “Login” under ‘SHARE HOLDER’ tab.
- b) Enter details as under:
  1. User ID: Enter User ID
  2. Password: Enter existing Password
  3. Enter Image Verification (CAPTCHA) Code
  4. Click “Submit”.

(Home page of e-voting will open. Follow the process given under “Steps to cast vote for Resolutions”)

Shareholders **not** registered for **InstaVote** facility:

Visit URL: <https://instavote.linkintime.co.in> & click on **“Sign Up”** under ‘SHARE HOLDER’ tab & register with details as under:

- A. **User ID:** Enter User ID
- B. **PAN:** Enter your 10-digit Permanent Account Number (PAN) (Shareholders who have not updated their PAN with the Depository Participant (DP)/Company

shall use the sequence number provided to you, if applicable.

- C. **DOB/DOI:** Enter the Date of Birth (DOB)/ Date of Incorporation (DOI) (As recorded with your DP/Company - in DD/MM/YYYY format).
- D. **Bank Account Number:** Enter your Bank Account Number (last four digits), as recorded with your DP/Company.
  - o Shareholders holding shares in **NSDL form**, shall provide ‘D’ above.
  - o Shareholders holding shares in **physical form** but have not recorded ‘C’ and ‘D’, shall provide their Folio number in ‘D’ above.
- E. Set the password of your choice. (The password should contain a minimum of 8 characters, at least one special Character (!#\$%&\*), at least one numeral, at least one alphabet and at least one capital letter).
- F. Enter Image Verification (CAPTCHA) Code.
- G. Click “Submit” (You have now registered on InstaVote).

Post successful registration, click on **“Login”** under ‘SHARE HOLDER’ tab & follow steps given above in points (a-b).

#### STEP 2: Steps to cast vote for Resolutions through InstaVote

- a) Post successful authentication and redirection to InstaVote inbox page, you will be able to see the **“Notification for e-voting”**.
- b) Select **‘View’** icon. E-voting page will appear.
- c) Refer to the Resolution description and cast your vote by selecting your desired option ‘Favour/Against’ (If you wish to view the entire Resolution details, click on the ‘View Resolution’ file link).
- d) After selecting the desired option i.e. Favour/Against, click on **‘Submit’**.
- e) A confirmation box will be displayed. If you wish to confirm your vote, click on **‘Yes’**, else to change your vote, click on **‘No’** and accordingly modify your vote.

**NOTE:** Shareholders may click on **“Vote as per Proxy Advisor’s Recommendation”** option and view proxy advisor recommendations for each resolution before casting vote. **“Vote as per Proxy Advisor’s Recommendation”** option provides access to expert insights during the e-Voting process. Shareholders may modify their vote before final submission.

Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently.

### C. Guidelines for Institutional shareholders (“Custodian/Corporate Body/Mutual Fund”)

#### STEP 1 – Custodian/Corporate Body/Mutual Fund Registration

- a) Visit URL: <https://instavote.linkintime.co.in>
- b) Click on “Sign Up” under “Custodian/Corporate Body/Mutual Fund”
- c) Fill out your entity details and submit the form.
- d) A declaration form and organization ID is generated and sent to the Primary contact person email ID (which is filled at the time of sign up). The said form is to be signed by the Authorised Signatory, Director, Company Secretary of the entity & stamped and sent to [insta.vote@linkintime.co.in](mailto:insta.vote@linkintime.co.in).
- e) Thereafter, Login credentials (User ID; Organisation ID; Password) is sent to Primary contact person’s email ID. (You have now registered on InstaVote).

#### STEP 2 – Investor Mapping

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- b) Click on “Investor Mapping” tab under the Menu Section.
- c) Map the Investor with the following details:
  - 1) ‘Investor ID’ – Investor ID for NSDL demat account is 8 Character DP ID followed by 8 Digit Client ID; Investor ID for CDSL demat account is 16 Digit Beneficiary ID.
  - 2) ‘Investor’s Name - Enter Investor’s Name as updated with DP.
  - 3) ‘Investor PAN’ - Enter your 10-digit PAN.
  - 4) ‘Power of Attorney’ - Attach Board resolution or Power of Attorney.

**NOTE:** File Name for the Board resolution/Power of Attorney shall be – DP ID and Client ID or 16 Digit Beneficiary ID. Further, Custodians and Mutual Funds shall also upload specimen signatures.

- d) Click on the Submit button. (The investor is now mapped with the Custodian/Corporate Body/Mutual Fund Entity). The same can be viewed under the “Report Section”.

#### STEP 3 – Steps to cast vote for Resolutions through InstaVote

The corporate shareholder can vote by two methods, during the remote e-voting period.

##### METHOD 1 - VOTES ENTRY

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- b) Click on “Votes Entry” tab under the Menu section.
- c) Enter the “Event No.” for which you want to cast vote.  
Event No. can be viewed on the home page of InstaVote under **“On-going Events”**.
- d) Enter “16-digit Demat Account No.”.
- e) Refer to the Resolution description and cast your vote by selecting your desired option ‘Favour/Against’ (If you wish to view the entire Resolution details, click on the ‘View Resolution’ file link). After selecting the desired option i.e. Favour/Against, click on **‘Submit’**.
- f) A confirmation box will be displayed. If you wish to confirm your vote, click on ‘Yes’, else to change your vote, click on ‘No’ and accordingly modify your vote.

(Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

##### METHOD 2 - VOTES UPLOAD

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- b) After successful login, you will see **“Notification for e-voting”**.
- c) Select “View” icon for **“Company’s Name/Event number”**.
- d) E-voting pages will appear.
- e) Download sample vote file from “Download Sample Vote File” tab.
- f) Cast your vote by selecting your desired option ‘Favour/Against’ in the sample vote file and upload the same under **“Upload Vote File”** option.
- g) Click on **‘Submit’**. ‘Data uploaded successfully’ message will be displayed.

(Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

**HELPPDESK:**

- a) **Shareholders holding securities in physical mode/Non-Individual Shareholders holding securities in demat mode:** Shareholders holding securities in physical mode/Non-Individual Shareholders holding securities in demat mode facing any technical issue in login may contact INSTAVOTE helpdesk by sending a request at [enotices@in.mpms.mufg.com](mailto:enotices@in.mpms.mufg.com) or contact on: - Tel: 022 – 4918 6000.

**Individual Shareholders holding securities in demat mode:** Individual Shareholders holding securities in demat mode may contact the respective helpdesk 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 request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</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 request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at toll free no. 1800 22 55 33 |

**Forgot Password:** Shareholders holding securities in physical mode/Non-Individual Shareholders holding securities in demat mode:

Shareholders holding securities in physical mode/Non-Individual Shareholders holding securities in demat mode have forgotten the USER ID [Login ID] or Password or both then the shareholder can use the “Forgot Password” option available on: <https://instavote.linkintime.co.in>

- ▶ Click on **“Login”** under ‘SHARE HOLDER’ tab.
- ▶ Click **“forgot password?”**
- ▶ Enter User ID, select Mode and Enter Image Verification code (CAPTCHA).
- ▶ Click on “SUBMIT”.

In case Custodian/Corporate Body/Mutual Fund has forgotten the USER ID [Login ID] or Password or both then the shareholder can use the “Forgot Password” option available on: <https://instavote.linkintime.co.in>

- ▶ Click on ‘Login’ under “Custodian/Corporate Body/Mutual Fund” tab.
- ▶ Click **“forgot password?”**
- ▶ Enter User ID, Organization ID and Enter Image Verification code (CAPTCHA).
- ▶ Click on “SUBMIT”.

*In case shareholders have a valid email address, Password will be sent to his/her registered e-mail address. Shareholders can set the password of his/her choice by providing information about the particulars of the Security Question and Answer, PAN, DOB/DOI etc. The password should contain a minimum of 8 characters, at least one special character (!#\$%&\*), at least one numeral, at least one alphabet and at least one capital letter.*

- b) **Individual Shareholders holding securities in demat mode with NSDL/CDSL have forgotten the password:**

Individual Shareholders holding securities in demat mode have forgotten the USER ID [Login ID] or Password or both, then the Shareholders are advised to use Forget User ID and Forget Password option available at above mentioned depository/depository participants website.

## 25. Process and Manner for Attending the AGM Through Instameet:

### A. Login Method for Shareholders to attend the Annual General Meeting through Instameet

- a) Visit URL: <https://instameet.in.mpms.mufg.com> & click on **“Login”**.
- b) Select the “Company Name” and register with your following details.
- c) Select Check Box - Demat Account No./Folio No./PAN:
  - Shareholders holding shares in NSDL/CDSL demat account shall select check box - Demat Account No. and enter the 16-digit demat account number.
  - Shareholders holding shares in physical form shall select check box – Folio No. and enter the Folio Number registered with the company.
  - Shareholders shall select check box – PAN and enter 10-digit Permanent Account Number (PAN). Shareholders who have not updated their PAN with the Depository Participant (DP)/Company shall use the sequence number provided by MUFG Intime, if applicable.

- Mobile No: Mobile No. as updated with DP is displayed automatically. Shareholders who have not updated their Mobile No. with the DP shall enter the mobile no.
- Email ID: Email Id as updated with DP is displayed automatically. Shareholders who have not updated their Mobile No with the DP shall enter the mobile no.

d) Click **“Go to Meeting”**

You are now registered for InstaMeet, and your attendance is marked for the meeting.

Members can log in and join 15 minutes prior to the scheduled time of the AGM and the window for joining the meeting shall be kept open for 15 minutes after the scheduled time. The Company shall provide VC/OAVM facility to Members to attend the AGM. The said facility will be available for 1000 Members on first-come first served basis. This will not include large Members (i.e. Members with 2% or more shareholding), promoters, institutional investors, directors, key managerial personnel, chairpersons of the audit committee, nomination & remuneration committee and stakeholders' relationship committee, auditors etc. who are allowed to attend the AGM without restriction on the first come first served basis.

**B. Instructions for shareholders to Speak during the General Meeting through InstaMeet:**

- The shareholders who would like to speak during the meeting must register their request mentioning their name, demat account number/folio number, email id, mobile number at [agm.speaker@amines.com](mailto:agm.speaker@amines.com) at least seven (7) days prior to the date of AGM i.e. on or before 4.00 p.m. (IST) on September 18, 2025.
- Speakers will only be allowed to express their views/ask questions on a first-come first-served basis during the meeting. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.
- Shareholders will get confirmation on a first-come first-served basis, depending upon the provision made by the Company.
- Shareholders will receive 'Speaking Serial Number' once they are registered for a speaker. Shareholders are requested to speak only when the Moderator of the meeting will announce the name and serial number for speaking.
- Please remember 'Speaking Serial Number' and start your conversation with

the panel list by switching on the video and audio of your device.

- Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.
- Other shareholder who has not registered as "Speaker Shareholder" may still ask questions to the panellist via active chat-board during the meeting.

**C. Instructions for Shareholders to Vote during the General Meeting through InstaMeet:**

Once the electronic voting is activated during the meeting, shareholders who have not exercised their vote through the remote e-voting can cast the vote as under:

- On the Shareholders VC page, click on the link for e-Voting "Cast your vote"
- Enter your 16-digit Demat Account No./Folio No. and OTP (received on the registered mobile number/registered email Id) received during registration for InstaMEET.
- Click on 'Submit'.
- After successful login, you will see "Resolution Description" and against the same the option "Favour/Against" for voting.
- Cast your vote by selecting appropriate option i.e. "Favour/Against" as desired. Enter the number of shares (which represents no. of votes) as on the cut-off date under 'Favour/Against'.
- After selecting the appropriate option i.e. Favour/Against as desired and you have decided to vote, click on "Save". A confirmation box will be displayed. If you wish to confirm your vote, click on "Confirm", else to change your vote, click on "Back" and accordingly modify your vote. Once you confirm your vote on the resolution, you will not be allowed to modify or change your vote subsequently.

**Note:**

- Members who will be present in the General Meeting through InstaMeet 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 facility during the meeting.
- For members holding shares in physical form, the user id and password can be used only for voting on the resolutions contained in this Notice. During the voting period, shareholders/members can login any number of times till they have voted on the resolution(s) for a particular "Event".
- Members who have voted through Remote e-Voting prior to the General Meeting will be eligible to

attend/participate in the General Meeting through InstaMeet. However, they will not be eligible to vote again during the meeting.

- Members are encouraged to join the Meeting through Tablets/Laptops connected through broadband for a better experience.
- Members are required to use the Internet with a good speed (preferably 2 MBPS download stream) to avoid any disturbance during the meeting.
- Please note that Members connecting from Mobile Devices or Tablets or through Laptops connecting

via Mobile Hotspot may experience Audio/Visual loss due to fluctuation in their network. It is therefore recommended to use stable Wi-Fi or LAN connection to mitigate any kind of aforesaid glitches.

- Shareholders facing any technical issue in login may contact INSTAMEET helpdesk by sending a request at [instameet@in.mpms.mufg.com](mailto:instameet@in.mpms.mufg.com) or contact on: - Tel: 022 – 4918 6000/4918 6175.
- Any recipient of this Notice who is not a member as on the Cut-off date, should treat this Notice for information purposes only.

By Order of the Board of Directors  
For **AMINES & PLASTICIZERS LIMITED**

**Place:** Mumbai  
**Date:** August 12, 2025

Sd/-  
**Omkar Mhamunkar**  
Company Secretary & Compliance Officer  
Membership No. A26645

## Explanatory Statement pursuant to Section 102 of the Companies Act, 2013, Secretarial Standard - 2 on General Meetings and Regulation 36 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015

The following explanatory statement sets out all the material facts relating to businesses mentioned at Item Nos. 5 to 7 of the accompanying Notice convening the 50<sup>th</sup> Annual General Meeting of the Members of the Company.

### ITEM NO. 5:

As per Section 204 of the Companies Act, 2013 ("the Act") read with the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, every listed company is required to annex with its Board's Report, a secretarial audit report, issued by a Practising Company Secretary. Further, Regulation 24A of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), requires every listed entity to undertake secretarial audit by a secretarial auditor who shall be a peer reviewed company secretary and shall annex a secretarial audit report with the annual report of the listed entity.

Under the Listing Regulations, every listed entity shall basis the recommendation of the Board of Directors appoint/re-appoint an individual as a secretarial auditor for not more than one term of five (5) consecutive years or a secretarial audit firm as secretarial auditor for not more than two terms of five (5) consecutive years, subject to shareholders' approval at the Annual General Meeting. Further, the secretarial auditor should not have incurred any of the disqualifications as specified by the Securities and Exchange Board of India ("SEBI").

Basis the recommendation of the Audit Committee, the Board of Directors of the Company at its Meeting held on May 27, 2025, considering various parameters like experience, expertise, team size, subject knowledge, has approved the appointment of M/s. Shreyas Athavale & Co., Practising Company Secretaries ("**Shreyas Athavale & Co.**"), (Certificate of Practice No. 20573), a peer reviewed firm of Company Secretaries in practice (ICSI Firm Registration No. S2021MH785600), as Secretarial Auditors of the Company to hold the office for first term of five (5) consecutive years commencing from the financial year 2025-26 till the financial year 2029-30, subject to approval of the Members of the Company at this Annual General Meeting.

The proposed remuneration payable to the Secretarial Auditors to conduct the Secretarial Audit for the financial year 2025-26 shall be ₹ 75,000/- (Rupees Seventy-Five Thousand Only) in addition to out-of-pocket expenses and subject to taxes as applicable.

The remuneration proposed to be paid to the Secretarial Auditors for the financial year 2026-27 till the financial year 2029-30 will be determined by the Board of Directors of the Company, basis the recommendation of the Audit Committee and in consultation with the

Secretarial Auditors, which will be commensurate with the scope of work and other requirements as mutually agreed.

The Company may also obtain the Annual Secretarial Compliance Report, and such other certifications as may be mandatory or permitted to be sought from Secretarial Auditors under the applicable laws and engage with them for the other services which are not prohibited by SEBI or any other authority.

M/s. G. S. Bhide & Associates, Company Secretaries, had been the Secretarial Auditors of the Company for the last 4 years i.e. from FY 2021-22 to the FY of this Annual Report i.e. FY 2024-25. However, due to her pre-occupation and relocation, she expressed her inability to continue to engage as a Secretarial Auditors from FY 2025-26. The Board places on record its appreciation for the services rendered by M/s. G. S. Bhide & Associates, Company Secretaries, during their tenure. M/s. G. S. Bhide & Associates, Company Secretaries, was paid a fee of ₹ 70,000/- (Rupees Seventy Thousand only) towards Secretarial Audit for FY 2024-25, excluding applicable taxes and reimbursement of out-of-pocket expenses on actuals.

M/s. Shreyas Athavale & Co., is a Peer Reviewed Practising Company Secretaries firm by the Institute of Company Secretaries of India (ICSI), ensuring the highest standards in professional practices. The firm is led by Mr. Shreyas Athavale, who is an Associate Member of the Institute of Company Secretaries of India, having more than 13+ years of experience in the areas of Secretarial Compliance, Compliance Management, Corporate Law, SEBI Regulations, Secretarial Audit, Due Diligence, etc.

The Company has received from M/s. Shreyas Athavale & Co., Practising Company Secretaries, the consent and eligibility to act as the Secretarial Auditor of the Company as per the provisions of the Act and the Listing Regulations read with SEBI Circular No. SEBI/HO/CFD/CFD-PoD-2/CIR/P/2024/185 dated December 31, 2024.

Your directors recommend the Resolution at Item No. 5 for approval by the Members by way of an Ordinary Resolution.

None of the Directors, Key Managerial Personnel or their relatives are in any way concerned or interested, financially or otherwise, in the Resolution set out at Item No. 5 of the Notice.

**ITEM NO. 6:**

As per Notification dated December 31, 2014, issued by the Ministry of Corporate Affairs, Companies (Cost Records and Audit) Rules, 2014, provisions relating to the auditing of cost accounting records are applicable to the Company.

On the recommendation of the Audit Committee, the Board of Directors, at its meeting held on May 27, 2025, has approved the appointment of M/s. A. G. Anikhindi and Co., Cost Accountants, (Firm Registration Number -100049) as the Cost Auditors of the Company for the conduct of the audit of the cost accounting records of the Company for the financial year ending March 31, 2026, at a remuneration of ₹ 2,15,000/- (Rupees Two Lakhs Fifteen Thousand Only) in addition to the reimbursement of out of pocket expenses at actuals, plus applicable taxes, subject to ratification of the remuneration by the Members of the Company pursuant to the provisions of Section 148(3) of the Companies Act, 2013 ("**Act**") read with the Companies (Audit and Auditor) Rules, 2014 and the Companies (Cost Records and Audit) Rules, 2014.

M/s. A. G. Anikhindi & Co., Cost Accountants is a niche professional services Cost Accounting & Management Firm established in 1985 for providing various professional services such as Statutory Cost Audits, Cost Accounting Records Compliances, Costing System Development, Management Consulting Services, Internal Audits, Indirect Tax Consultancy, GST Audit, etc. CMA (Dr.) A.G. Anikhindi possesses 40+ years of Professional experience in Costing, Auditing, and Taxation and is a visiting faculty in Cost & Management Accounting, Cost & Management Audit, Financial Management & Taxation.

In deciding on the appointment and remuneration of the Cost Auditors, the Audit Committee has considered

the Cost Auditors' performance during the previous year(s) in examining and verifying the accuracy of the cost accounting records maintained by the Company. M/s. A. G. Anikhindi and Co., has, as required under Section 141 of the Act, consented to act as the Cost Auditor of the Company for the financial year 2025-26 and confirmed its eligibility to conduct the audit of the cost accounting records of the Company.

Your directors recommend the Resolution at Item No. 6 for approval by the Members by way of an Ordinary Resolution.

None of the Directors, Key Managerial Personnel or their relatives are in any way concerned or interested, financially or otherwise, in the Resolution set out at Item No. 6 of the Notice.

**ITEM NO. 7:**

Pursuant to Section 73 of the Companies Act, 2013 ("**the Act**") read with the Companies (Acceptance of Deposits) Rules, 2014, approval of Shareholders by way of Ordinary Resolution is a prerequisite to invite/accept/renew unsecured deposits by your Company and thus approval of the members is sought for inviting/accepting/renewing unsecured deposits from members of the Company. The funds raised will be utilized for working capital requirements and for other general corporate purposes of the Company.

Your directors recommend the Resolution at Item No. 7 for approval by the Members by way of an Ordinary Resolution.

None of the Directors, Key Managerial Personnel or their relatives are in any way concerned or interested, financially or otherwise, in the Resolution set out at Item No. 7 of the Notice.

By Order of the Board of Directors  
For **AMINES & PLASTICIZERS LIMITED**

**Place:** Mumbai  
**Date:** August 12, 2025

Sd/-  
**Omkar Mhamunkar**  
Company Secretary & Compliance Officer  
Membership No. A26645



# Annexure I

Additional Information as required pursuant to Regulation 36 of the Securities and Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulations, 2015 and Clause 1.2.5 of the Secretarial Standards-2, the details of the Director proposed to be re-appointed at this Annual General Meeting are given below:

|  |  |
|--|--|
| <b>Name of the Director</b>  | <b>Ms. Nimisha Minesh Dutia</b>  |
| <b>DIN</b>   | 06956876   |
| <b>Date of Birth</b>   | January 12, 1972   |
| <b>Age</b>   | 53 years   |
| <b>Category and Designation</b>  | Non-Executive Non-Independent Director   |
| <b>Date of first appointment on the Board</b>  | August 27, 2014  |
| <b>Qualification</b>   | Bachelor of Commerce and Bachelor of Education.  |
| <b>Brief Resume and nature of expertise in specific functional areas</b>   | Ms. Nimisha Dutia has extensive experience in the education sector. She has worked with various educational institutions, contributing to the development and enhancement of academic programs and initiatives.  |
| <b>Terms &amp; conditions of Appointment/reappointment</b>   | Terms and Conditions of appointment or re-appointment is as per the provisions of the Companies Act, 2013 and the Listing Regulations and as per the Nomination and Remuneration Policy of the Company as displayed on the Company's website i.e. <a href="http://www.amines.com">www.amines.com</a> |
| <b>Details of remuneration sought to be paid</b>   | As per the Nomination and Remuneration Policy of the Company as displayed on the Company's website at <a href="http://www.amines.com/pdf/policies/nomination-remuneration-policy.pdf">www.amines.com/pdf/policies/nomination-remuneration-policy.pdf</a>   |
| <b>Remuneration last drawn for FY 2024-25 and upto date.</b>   | Sitting Fees paid:<br>For FY 2024-25: ₹ 0.20 Lakhs<br>From April 01, 2025 upto date: ₹ 0.30 Lakhs  |
| <b>Relationship with other Directors, Manager and Key Managerial Personnel of the Company</b>  | None   |
| <b>Number of Board Meetings attended during the year FY 2024-25 and up to date</b>   | During the FY 2024-25 – Two (2)<br>From April 01, 2025 upto date – Two (2)   |
| <b>Directorships held in other Companies, excluding foreign Companies as on March 31, 2025 and upto date.</b>                                    | NIL  |
| <b>Memberships/Chairmanships of Audit and Stakeholders Relationship Committees of other Public Companies as on March 31, 2025 and up to date</b> | NIL  |
| <b>Name of the Listed Entities from which the Director has resigned in the past three years</b>  | None   |
| <b>Number of shares held as on March 31, 2025 and upto date</b>  | NIL  |
| <b>Shareholding as Beneficial Owner as on March 31, 2025 and upto date</b>   | NIL  |

# Annexure II

## Intimation on Deduction of Tax on Final Dividend FY-2024-25

We wish to inform you that the Company has fixed **Friday, September 12, 2025** as the '**Record Date**' for determining entitlement of members to a dividend for the financial year ended March 31, 2025, if declared at the AGM.

The dividend of ₹ 0.50/- per equity share of face value of ₹ 2/-, if declared by the members at the AGM, will be paid subject to deduction of income-tax at source ('TDS') as under: -

- a) To all the Beneficial Owners as at the close of business hours of the day on **Friday, September 12, 2025, (Record date)** as per the list of beneficial owners to be furnished by the National Securities Depository Limited and Central Depository Services (India) Limited in respect of the shares held in electronic form; and
- b) To all the members holding shares in physical form, after giving effect to valid transfers in respect of the transfer request lodged with the Company's RTA, as of the close of business hours on **Friday, September 12, 2025(Record date)**.

As you are aware, pursuant to the provisions of the Income Tax Act, 1961 ("**the Act**"), dividend paid or distributed by a Company is taxable in the hands of the members. The Company is therefore required to deduct tax at source at the time of making payment of the dividend to the members at the applicable rates.

The rate at which the dividend is subject to withholding tax would vary depending on the residential status of the shareholders and the documents submitted by them and accepted by the Company. This communication provides the applicable Tax Deduction at Source ("**TDS**") provisions under the Act for Resident and Non-Resident Shareholder categories. We request all the members to take note of the applicable TDS rates and provide the documents to the Company, as applicable to them.

All members are requested to ensure that the below information & details are completed and/or updated, as applicable, in their respective demat account(s) maintained with the DP(s); or in case of shares held in physical form, with RTA, on or before **Friday, September 12, 2025**.

Please note that the following information & details, if already registered with the RTA and Depositories, as the case may be, will be relied upon by the Company, for the purpose of complying with the applicable TDS provisions:

- a) Valid PAN\*.
- b) Residential status as per the Income Tax Act, 1961 i.e. Resident or Non-Resident for FY 2025-26.
- c) Category of the Shareholder viz. Mutual Fund, Insurance Company, Alternate Investment Fund (AIF) Category I and II, AIF Category III, Government (Central/State Government), Foreign Portfolio

Investor (FPI)/Foreign Institutional Investor (FII); Foreign Company, FPI/FII: Others (being Individual, Firm, Trust, Artificial Juridical Person, etc.), Individual, Hindu Undivided Family (HUF), Firm, Limited Liability Partnership (LLP), Association of Persons (AOP), Body of Individuals (BOI) or Artificial Juridical Person, Trust, Domestic Company, Foreign Company, etc.

d) E-mail Address.

e) Residential Address.

\*If the PAN is not as per the database of the Income Tax Portal, it would be considered as an invalid PAN.

**Further, as per the Notification of the Central Board of Direct Taxes, individual shareholders are requested to link their Aadhaar number with PAN.**

Members are requested to take note of the TDS rates and documents, if any, required to be submitted to the Company on or before **September 15, 2025**, their respective category, in order to comply with the applicable TDS provisions.

### I. RESIDENT SHAREHOLDERS:

Tax would be deducted at Source under Section 194 of the Act, at a rate of 10% on the amount of dividend where Shareholders have registered their valid Permanent Account Number ("**PAN**") with their respective Depositories (for shares held in demat form) or Company's RTA or the Company (for physical shares) as the case may be and at a rate of 20% for cases wherein:

- a) the Shareholders do not have PAN or have not registered their valid PAN as mentioned above; or
- b) the Shareholders have not linked their Aadhaar with their PAN rendering the PAN as inoperative.

#### 1. Resident Individual Shareholders:

No tax shall be deducted on a dividend payable to Resident Individual Shareholder, if:

- a) The total dividend to be paid in the financial year 2025-26 does not exceed ₹ 10,000/-. The threshold amount of ₹ 10,000/- shall be at the PAN level and not at Folio/DP level; or
- b) The shareholder provides Form 15G (applicable to an Individual below the age of 60 years)/Form 15H (applicable to an individual of the age of 60 years and above), as per attached formats, subject to required eligibility conditions being met. Needless to say, having a valid PAN is mandatory for providing Forms 15G/15H.\*
- c) Exemption certificate, if any, issued by the Income-tax Department.

\* Form 15G/15H needs to be furnished only if the dividend amount exceeds ₹ 10,000. Considering that the Company has declared a dividend of ₹ 0.50/- per share, need for submitting Forms 15G/H will arise only if your shareholding exceeds 20,000 no. of Equity Shares.

## 2. Other Resident Non-Individual Shareholders:

Please refer to the table below for the rate of TDS and documents to be provided:

| Category of Shareholder   | Tax deduction rate                | Documents to be provided  |
|---|-----------------------------------|---|
| Shareholders whose PAN is registered with Depositories or Company's RTA or the Company.   | 10%                               | For shares held in demat form: Register the PAN and the residential status as per the Income Tax Act, 1961 with the Depositories, if not registered.<br><br>For shares held in physical mode: Register the PAN and the residential status as per Income Tax Act, 1961 with MUFG Intime India Pvt. Ltd., if not registered.  |
| Shareholders who submit the Order under Section 197 of the Income tax Act, 1961   | At the Rate provided in the Order | Lower/Nil withholding tax certificate obtained from the tax authority.  |
| Shareholders [e.g. LIC, GIC, Other Insurers, Business Trust as defined in Section 2(13A) of the Act] to whom provisions of Section 194 of the Income Tax Act, 1961 are not applicable | Nil                               | a) Self-declaration that it has full beneficial interest with respect to the shares owned by it;<br>b) Self-attested copy of registration certificate; and<br>c) Self-attested copy of PAN Card.  |
| Alternative Investment Fund   | Nil                               | a) Self-declaration stating that the shareholder is<br><ul style="list-style-type: none"> <li>▶ Category I or Category II Alternative Investment Fund and is regulated by the Securities and Exchange Board of India;</li> <li>▶ covered by notification no. 51/2015 dated June 25, 2015; and</li> <li>▶ has full beneficial interest with respect to the shares owned by it.</li> </ul> b) Self-attested copy of registration certificate; and<br>c) Self-attested copy of PAN Card.   |
| Shareholders covered under Section 196 of the Income Tax Act, 1961 (e.g. Mutual Funds, Government, etc.)  | Nil                               | a) Self-declaration stating that the shareholder is:<br><ul style="list-style-type: none"> <li>▶ a Mutual Fund as specified in Section 10(23D) of the Income Tax Act, 1961/a Corporation established by or under a Central Act whose income is exempt from Income Tax;</li> <li>▶ covered by Section 196 of Income Tax Act, 1961; and</li> <li>▶ has full beneficial interest with respect to the shares owned by it.</li> </ul> b) Self-attested copy of registration certificate; and<br>c) Self-attested copy of PAN Card. |

Please refer to the table below for the rate of TDS and documents to be provided: (Contd.)

| Category of Shareholder  | Tax deduction rate | Documents to be provided  |
|--|--------------------|---|
| Shareholders whose income is Nil unconditionally exempt under Section 10 of the Income Tax Act, 1961 and covered by the CBDT circular no. 18/2017 dated May 29, 2017 |                    | <p>a) Self-declaration stating that the shareholder is</p> <ul style="list-style-type: none"> <li>▶ unconditionally exempt under Section 10 of the Income Tax Act, 1961 and statutorily not required to file its Return of Income as per Section 139 of the Act;</li> <li>▶ covered by the circular no. 18/2017 dated May 29, 2017; and</li> <li>▶ has full beneficial interest with respect to the shares owned by it.</li> </ul> <p>b) Self-attested copy of registration certificate; and</p> <p>c) Self-attested copy of PAN Card</p> |

## II. NON-RESIDENT SHAREHOLDERS:

| Category of Shareholder  | Tax deduction rate  | Documents to be provided   |
|--|---|--|
| Non-Resident Shareholders [Including Foreign Institutional Investors (FII)/ Foreign Portfolio Investors (FPI)] | 20% plus applicable surcharge and cess <b>OR</b> Tax Treaty Rate** (whichever is lower) | <p>Documents required to claim treaty benefits:</p> <p>a) Self-attested copy of the Permanent Account Number (PAN Card) allotted by the Indian Income Tax Authorities. In case, PAN is not available, self-declaration containing specified information (i.e. contact number, email, etc.) (draft format attached herewith).</p> <p>b) Self-attested copy of Tax Residency Certificate (TRC)<sup>^</sup> obtained from the Tax Authorities of the country of which the shareholder is resident, valid for the financial year 2025-26.</p> <p>c) Self-attested copy of Form 10F electronically submitted on the Income Tax Portal (<a href="http://www.incometax.gov.in">www.incometax.gov.in</a>) for the financial year 2025-26.</p> <p>d) Self-declaration of having no Permanent Establishment in India and Beneficial ownership. (draft format attached herewith).</p> <p>e) In case of Shareholder being tax resident of Singapore, please furnish the letter issued by the competent authority or any other evidence demonstrating the non-applicability of Article 24-Limitation of Relief under India-Singapore DTAA.</p> <p><sup>^</sup> In case, the TRC is furnished in a language other than English, the said TRC would have to be translated from such other language to English language and thereafter duly notarized and apostilled copy of the TRC would have to be provided.</p> <p>** The beneficial Tax Treaty rates will not automatically apply at the time of tax deduction/withholding on dividend amounts. Application of beneficial Tax Treaty Rate shall depend upon the completeness and satisfactory review by the Company of documents submitted by non-resident shareholders. In case documents are found to be incomplete, the Company reserves the right to not consider the tax rate prescribed under the tax treaty.</p> |
| Non-Resident Shareholders who submit the Order under Section 197 of the Income Tax Act, 1961                   | At the Rate provided in the Order   | Lower/Nil withholding tax certificate obtained from the tax authority.   |

The Company is not obligated to apply the beneficial Tax Treaty rates at the time of tax deduction/withholding tax on dividend amounts. Application of beneficial Tax Treaty Rate shall depend upon the completeness of the documents submitted by the Non-Resident shareholder and subject to review and satisfaction of the Company.

The Company in its sole discretion reserves the right to call for any further information, if so required. Please also note that in case the Shareholder has multiple accounts under different category/status, then the higher rate of tax as applicable to the category/status shall be considered on his entire holding in different accounts.

### III. SUBMISSION OF TAX RELATED DOCUMENTS:

#### TO ALL MEMBERS FOR SUBMISSION OF TAX RELATED DOCUMENTS:

- a) Shareholders are requested to send scan copies of the document to [cs@amines.com](mailto:cs@amines.com), followed by hard copies to be delivered at the Corporate Head Office of the Company situated at 'D' Building, Shivsagar Estate, 6<sup>th</sup> Floor, Dr. Annie Besant Road, Worli, Mumbai – 400018, on or before **Monday, September 15, 2025**, in order to enable the Company to determine and deduct appropriate TDS/withholding tax rate.
- b) Documents sent to any other email ids may tantamount to non-submission of documents and attract TDS as per the provisions of the Act.
- c) Incomplete and/or unsigned forms and declarations will not be considered by the Company.
- d) Blank forms for tax exemption as mentioned below are also made available on the website of the Company at <https://www.amines.com/dividend-tax-forms-and-declarations.html>

**Annexure A** - Form 15G

**Annexure B** - Form 15H

**Annexure C** - Self Declaration (Resident shareholder)

**Annexure D** - Self Declaration in relation to Investment Route

**Annexure E** - Self Declaration for non-availability of PAN (Non-resident shareholder)

**Annexure F** - Form 10F

**Annexure G** - Self declaration (Non-resident shareholder)

**Annexure H** - Declaration format under Section 37BA

Please note that all fields mentioned in the forms are mandatory and the Company will not be able to accept the forms submitted, if not filled in correctly.

**These documents should reach us on or before September 15, 2025 in order to enable the Company to determine and deduct the appropriate TDS/withholding tax rate. No communication on the tax determination/deduction shall be entertained after September 15, 2025.**

It may be further noted that in case tax on said dividend is deducted at a higher rate in the absence of receipt of the aforementioned details/documents from you, there would still be an option available with you to claim the appropriate refund in the Return of Income filed with your respective Tax Authorities for the tax so deducted, if eligible. No claim shall lie against the Company for such taxes deducted.

Members who have registered their PAN with Depositories or the Company's RTA or the Company, will be able to view the credit for TDS in Form 26AS (Refer Para IV(p) of this Annexure).

In the event of any income tax demand (including interest, penalty, etc.) arising from any misrepresentation, inaccuracy or omission of information provided by the Shareholder/s, such Shareholder/s will be responsible to indemnify the Company and also provide the Company with all information/documents and co-operation in any assessment/appellate proceedings before the Tax/Government authorities.

### IV. OTHER GENERAL INFORMATION FOR THE MEMBERS:

- a) For all self-attested documents, members must mention on the document "certified true copy of the original". For all documents being sent/accepted by email, the Member undertakes to send the original document/s at the request of the Company.
- b) TDS will be deducted based on the details of registered member only. Once TDS is deducted in the name of Registered Members/Beneficial Owners as appearing on Record Date, no transfer of such TDS in the name of another person shall be entertained under any circumstances.

- c) Shareholders holding shares under multiple accounts under different status/category (e.g. Resident and non-resident) and single PAN, may note that higher tax as applicable to the status in which shares held under a PAN will be considered on their entire holding in different accounts.
- d) Application of TDS rate is subject to necessary due diligence and verification by the Company of the member details as available in register of members on the Record Date, documents, information available in public domain, etc. In case of ambiguous, incomplete or conflicting information, or the valid information/documents not being provided, the Company will arrange to deduct tax at the maximum applicable rate.
- e) In case TDS is deducted at a higher rate, an option is still available with the member to file the return of income and claim an appropriate refund, if eligible. Once deducted, no claim shall lie against the Company in relation to TDS.
- f) If dividend income is taxable in the hands of any person other than the recipient of the dividend (e.g. Clearing member/corporations), then requisite details to be provided by way of a declaration under Rule 37BA(2) of the Income Tax Rules, 1962.
- g) Form 15G/Form 15H can be submitted only in case the shareholder's income tax payable on estimated total income for FY 2025-26 is NIL.
- h) Lower deduction Certificate u/s 197 of the Act may be obtained under TAN of the Company i.e. MUMA00356G
- i) Members may note that all documents to be submitted are required to be self-attested (the documents should be signed by shareholder/ authorized signatory stating the document to be "certified true copy of the original"). In case of ambiguous, incomplete or conflicting information, or valid information/documents not being provided, tax at maximum applicable rate will be deducted.
- j) In case of any discrepancy in documents submitted by the member, the Company will deduct tax at a higher rate as applicable, without any further communication in this regard.
- k) In the event of a mismatch in category of shareholder (individual, Company, trust, partnership, local authority, Government, Association of Persons etc.) as per register of members and as per fourth letter of PAN (10-digit alpha-numeric number), the Company would consider fourth letter of PAN for determining the category of shareholders and the applicable tax rate/surcharge/education cess.
- l) Shareholders may note that in case the tax on said dividend is deducted at a higher rate in absence of receipt, or insufficiency of the aforementioned details/documents from you, an option is available to you to file the return of income as per the Act and claim an appropriate refund, if eligible. No claim shall lie against the Company for such taxes deducted.
- m) In the case of joint shareholding, the withholding tax rate shall be considered basis the status of the primary beneficial shareholder.
- n) In case you hold shares under multiple accounts under different status/category but under a single PAN, the highest rate of tax as applicable to the status in which shares held under the said PAN will be considered on the entire holding in different accounts.
- o) For deduction of tax at source, the Company would be relying on the above data shared by RTA as updated up to the record date.
- p) Shareholders, whose valid PAN is updated, will be able to see the credit of TDS in Form 26AS by logging in with your credentials (with valid PAN) at TRACES <https://www.tdscpc.gov.in/app/login.xhtml> or the e-filing website of the Income Tax Department of India <https://www.incometax.gov.in/iec/foportal/>. The Company shall not be liable to entertain any request from such a shareholder and the requisite steps will have to be taken by the shareholder at his/her end only. The shareholders are required to ensure that the instructions mentioned herein are duly adhered to, failing which the Company would not be able to entertain any requests for allowing any exception, whatsoever.

**DISCLAIMER:** The information set out above is included for general information purposes only and does not constitute legal or tax advice. Since the tax consequences are dependent on facts and circumstances of each case, the investors are advised to consult their own tax consultant with respect to specific tax implications arising out of receipt of dividend.

By Order of the Board of Directors  
For **AMINES & PLASTICIZERS LIMITED**

**Place:** Mumbai  
**Date:** August 12, 2025

Sd/-  
**Omkar Mhamunkar**  
Company Secretary & Compliance Officer  
Membership No. A26645