



JUBILANT INGREVIA LIMITED

(CIN: L24299UP2019PLC122657)

Registered Office: Bhartiagram,
Gajraula, District Amroha - 244 223,
Uttar Pradesh, India

Email: investors.ingrevia@jubl.com

Website: www.jubilantingrevia.com

Phone: +91-5924-267437

NOTICE

NOTICE is hereby given that the 3rd Annual General Meeting ('AGM') of the Members of Jubilant Ingrevia Limited (the 'Company') will be held on Monday, September 26, 2022 at 3:00 P.M. (IST) through Video Conferencing ('VC')/Other Audio Visual Means ('OAVM') for which purpose the Registered Office of the Company situated at Bhartiagram, Gajraula, District Amroha - 244 223, Uttar Pradesh, India shall be deemed to be the venue for the Meeting and the proceedings of AGM shall be deemed to be made thereat, to transact the following business:

ORDINARY BUSINESS

- To receive, consider and adopt:
 - the audited standalone financial statements of the Company for the financial year ended March 31, 2022 together with the reports of the Board of Directors and the Auditors thereon; and
 - the audited consolidated financial statements of the Company for the financial year ended March 31, 2022 together with the report of the Auditors thereon.
- To declare final dividend of ₹2.50 per equity share, for the financial year ended March 31, 2022.
- To appoint a Director in place of Mr. Shyam S. Bhartia [DIN: 00010484] who retires by rotation and, being eligible, offers himself for re-appointment.
- To appoint a Director in place of Mr. Priyavrat Bhartia [DIN: 00020603] who retires by rotation and, being eligible, offers himself for re-appointment.

SPECIAL BUSINESS

5. Ratification of Cost Auditor's Remuneration

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

"RESOLVED THAT pursuant to the provisions of Section 148(3) and all other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force), the remuneration payable to M/s J. K. Kabra & Co., Cost Accountants (Firm Reg. No.: 000009) appointed by the Board of Directors of the Company as Cost Auditors to conduct the audit of the cost records maintained by the Company for the financial year 2022-23, amounting to ₹4,75,000 p.a. (Rupees Four Lac Seventy-Five Thousand only per annum) plus applicable taxes and reimbursement of out of pocket expenses, if any, incurred in relation to the audit be and is hereby confirmed, approved and ratified".

RESOLVED FURTHER THAT the Board of Directors of the Company be and is hereby authorised to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

By Order of the Board
For Jubilant Ingrevia Limited

Place: Noida
Date: August 5, 2022

Deepanjali Gulati
Company Secretary

NOTES:

- The explanatory statement pursuant to Section 102 of the Companies Act, 2013 (the 'Act'), in respect of the special business to be transacted at the 3rd AGM is annexed hereto.
- Regulation 36 (3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard-2 on General Meetings, in respect of the Directors seeking appointment/ re-appointment at the AGM, forms integral part of the AGM Notice.
- In view of the current extraordinary circumstances due to COVID-19 pandemic, social distancing is a norm to be followed and pursuant to the Circular No. 14/2020 (dated April 8, 2020), Circular No.17/2020 (dated April 13, 2020) Circular No. 20/2020 (dated May 5, 2020), Circular No. 02/2021 (dated January 13, 2021), Circular No. 19/2021 (dated December 8, 2021), Circular No. 21/2021 (dated December 14, 2021) and Circular No.2/2022 (dated May 5, 2022) (Collectively referred to as 'MCA Circulars'), issued by the Ministry of Corporate Affairs ('MCA') physical attendance of the Members to the AGM venue is not required and AGM be held through VC or OAVM.
- Pursuant to the Circular No. 14/2020 dated April 8, 2020, issued by the MCA, the facility to appoint proxy to attend and cast vote for the Members is not available for this AGM. However, the Body Corporates are entitled to appoint authorised representatives to attend the AGM through VC and participate thereat and cast their votes through e-Voting.
- In compliance with MCA Circular No. 20/2020 dated May 5, 2020, MCA Circular No. 2/2022 dated May 5, 2022 and SEBI Circular No. SEBI/HO/ CFD/CMD1/CIR/P/2020/79 dated May 12, 2020, SEBI Circular No. SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021 and SEBI Circular No. SEBI/HO/CFD/CMD2/ CIR/P/2022/62 dated May 13, 2022 the financial statements including Directors' Report, Auditor's report or other documents required to be attached therewith (together referred to as 'Annual Report 2021-22') and AGM Notice are being sent in electronic mode to Members whose e-mail address is registered with the

- Company or the Depository Participant(s) as on August 24, 2022 and to all other persons so entitled.
6. In line with the MCA Circulars, the Notice calling the AGM has been uploaded on the website of the Company at www.jubilantingrevia.com. The AGM Notice can also be accessed from the websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively and the AGM Notice is also available on the website of National Securities Depository Limited ('NSDL') (agency for providing the Remote e-Voting facility) i.e. www.evoting.nsdl.com.
 7. Since this AGM shall be held without the physical presence of the Members, the Proxy Form and the Attendance Slip are not annexed to this AGM Notice.
 8. Corporate Members are requested to send a duly certified copy of the Board resolution/ authority letter, authorizing their representative(s) to attend and vote on their behalf at the meeting.
 9. Members attending the AGM through VC / OAVM facility shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
 10. In 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 at the AGM.
 11. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the AGM Notice. The facility of participation at the AGM through VC/OAVM will be made available for 1000 members on first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairperson of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the AGM without restriction on account of first come first served basis.
 12. Since the AGM will be held through VC/OAVM without the physical presence of Members at a common venue, the route map is not attached.
 13. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their depository participants with whom they are maintaining their demat accounts. Members holding shares in physical form are requested to submit their PAN details to the Company.
 14. The AGM Notice and Annual Report will be sent to those Members / beneficial owners whose name appear in the Register of Members / list of beneficiaries received from the Depositories as on August 24, 2022.
 15. The dividend, as recommended by the Board of Directors, if declared at the meeting, will be paid within 30 days from the date of declaration to the Members holding equity shares as on the record date i.e. Wednesday, August 24, 2022 on 15,92,81,139 equity shares of the Company. In respect of shares held in dematerialised form, dividend will be paid on the basis of beneficial ownership as per details furnished by the respective depositories for this purpose.
 16. Dividend will be paid, preferably through NECS, wherever such facility is available, under intimation to the members. In case dividend cannot be paid through NECS, it will be paid through dividend warrants/ demand drafts.

In cases where the payments to the members holding shares in dematerialized form are made by dividend warrants, particulars of bank account registered with their Depository Participants will be considered by the Company for printing the same on dividend warrant.

For those members who have not provided NECS details/ bank account details, the Company shall print the registered address of the members on the dividend warrant.
 17. Pursuant to the Finance Act, 2020, dividend income is taxable in the hands of shareholders with effect from April 1, 2020 and the Company is required to deduct tax at source from dividend paid to shareholders at the prescribed rates. The TDS rate may vary depending on the residential status of the shareholder and the documents submitted to the Company in accordance with the provisions of the Income Tax Act, 1961. It is to be noted that final dividend for FY 2021-22 is subject to declaration by the Members in the AGM. Upon declaration, this dividend will be taxable in the hands of the shareholders in FY 2022-23 (Assessment Year 2023-24). Accordingly, all the details and declarations are required to be furnished for FY 2022-23 (Assessment Year 2023-24). The rate of TDS for various categories of shareholders along with required documents are available at the website of the Company at www.jubilantingrevia.com.

Kindly note that the aforesaid documents, duly executed, could be sent to the Company as under:

 - Executed documents can be sent through email at ingrevia.dividend@jubl.com;
 - Executed documents (in original) can be sent directly at the Corporate Office of the Company situated at Plot 1A, Sector 16A, Noida-201301.

The aforesaid executed documents must reach the Company on or before September 19, 2022 in order to enable the Company to determine and deduct appropriate TDS/withholding tax on payment of dividend. It is to be duly noted that the Members sending documents through email are also required to send the executed documents (in original) at its Corporate Office of the Company.
 18. Members holding shares in dematerialised mode are requested to intimate all changes with respect to their bank details, mandate, nomination, power of attorney, change of address, e-mail address, change in name etc. to their depository participant. These changes will be automatically reflected in the Company's records which will help the Company to provide efficient and better service to the Members.
 19. Members holding shares in physical form are requested to intimate changes with respect to their bank account (viz. name and address of the branch of the bank, MICR code of branch, type of account and account number), mandate, nomination, power

- of attorney, change of address, e-mail address, change in name etc. immediately to the Company's Registrar and Share Transfer Agent ('RTA') at rt@alankit.com.
20. Those Members who have so far not encashed their final dividend warrants for FY 2021 and interim dividend warrants for FY 2022, may claim or approach the Company's RTA for the payment thereof, as the same will be transferred to Investor Education and Protection Fund established pursuant to Section 125(1) of the Act, if a Member does not claim the dividend amount for a consecutive period of seven years or more.
 21. Pursuant to Section 72 of the Act, read with Rule 19(1) of the Companies (Share Capital and Debentures) Rules, 2014, member(s) of the Company may nominate a person in whom the shares held by him/ them shall vest in the event of his/ their unfortunate death. Accordingly, members holding shares in physical form, desirous of availing this facility may submit nomination in Form SH-13 to RTA of the Company. In respect of shares held in dematerialised form, the nomination form may be filed with the concerned Depository Participant.
 22. The Company has a dedicated E-mail address investors.ingrevia@jubl.com for members to e-mail their queries or lodge complaints, if any. We will endeavor to reply to your queries at the earliest.
 23. SEBI has mandated that securities of listed companies can be transferred only in dematerialized form effective from April 1, 2019. Members are, therefore, requested to dematerialise their shareholding, if not already done, to avoid inconvenience in future. You may do so by opening an account with a depository participant and complete dematerialisation formalities.
 24. The Company has appointed Alankit Assignments Limited as RTA. All documents, dematerialization requests, dividend and other communications in relation thereto should be addressed directly to the Company's RTA at the following address:

Alankit Assignments Limited
 (Unit: Jubilant Ingrevia Limited)
 205-208 Anar Kali Complex,
 Jhandewalan Extension,
 New Delhi - 110 055, India
 Phone: +91-11-4254 1234
 E-mail: rt@alankit.com

In all correspondence, please quote your DP ID & Client ID or Folio Number.
 25. Your feedback/comments for further improvement of shareholder services are welcome. You may fill up and submit the Investor Feedback Form online on our website www.jubilantingrevia.com. This feedback will help the Company in improving Shareholder Service Standards.
 26. Relevant documents referred to in the Annual Report and AGM Notice are available electronically for inspection without any fee by the members from the date of circulation of this AGM Notice up to the date of AGM. Members seeking to inspect such documents can send an email to investors.ingrevia@jubl.com.
 27. During the AGM, the Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act, the Register of Contracts or arrangements in which Directors are interested under Section 189 of the Act, certificate that the Stock Option Plan and General Employee Benefits Scheme have been implemented in accordance with the SEBI (Share Based Employee Benefits) Regulations, 2014 and any other documents as may be required shall be available for inspection upon Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com>.
 28. Pursuant to the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and the MCA Circulars, the Company is providing facility of remote e-Voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with NSDL for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-Voting system as well as e-Voting on the date of the AGM will be provided by NSDL.
 29. AGM has been convened through VC/OAVM in compliance with applicable provisions of the Act read with MCA Circulars.
- THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING GENERAL MEETING ARE AS UNDER:**
- The remote e-Voting period begins on Friday, September 23, 2022 at 9:00 A.M. and ends on Sunday, September 25, 2022 at 5:00 P.M. The remote e-Voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members / Beneficial Owners as on the cut-off date i.e. Monday, September 19, 2022, may cast their vote electronically. The voting right of shareholders shall be in proportion to their share(s) in the paid-up equity share capital of the Company as on the cut-off date, being Monday, September 19, 2022.**
- How do I vote electronically using NSDL e-Voting system?**
- The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:
- Step 1: Access to NSDL e-Voting system**
- A) Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode**
- In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.
- Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"> Existing IDeAS user can visit the e-Services website of NSDL Viz. https://eservices.nsd.com either on a Personal Computer or on a mobile. On the e-Services home page click on the “Beneficial Owner” icon under “Login” which is available under ‘IDeAS’ section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. If you are not registered for IDeAS e-Services, option to register is available at https://eservices.nsd.com. Select “Register Online for IDeAS Portal” or click at https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsd.com/ either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. Shareholders/Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience. <p style="text-align: center;">NSDL Mobile App is available on</p> <div style="display: flex; justify-content: center; gap: 20px;"> <div style="text-align: center;">  <p>App Store</p> </div> <div style="text-align: center;">  <p>Google Play</p> </div> </div> <div style="display: flex; justify-content: center; gap: 20px; margin-top: 10px;">   </div>
Individual Shareholders holding securities in demat mode with CDSL	<ol style="list-style-type: none"> Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are https://web.cdslindia.com/myeasi/home/login or www.cdslindia.com and click on New System Myeasi. After successful login of Easi/Easiest the user will be also able to see the e-Voting Menu. The Menu will have links of e-Voting service provider i.e. NSDL. Click on NSDL to cast your vote. If the user is not registered for Easi/Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. NSDL where the e-Voting is in progress.
Individual Shareholders (holding securities in demat mode) login through their depository participants	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at above mentioned website.

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

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022- 23058738 or 022-23058542-43

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

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

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/ Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

4. Your User ID details are given below:

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

5. Password details for shareholders other than Individual shareholders are given below:

- a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
- b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
- c) How to retrieve your 'initial password'?

- (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
- (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered.**

6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:

- a) Click on "**Forgot User Details/Password?**"(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
- b) "**Physical User Reset Password?**" (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
- c) If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
- d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.

7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

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

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

1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.

2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join Meeting".
3. Now you are ready for e-Voting as the Voting page opens.
4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
5. Upon confirmation, the message "Vote cast successfully" will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for shareholders

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to sanjaygrover7@gmail.com with a copy marked to evoting@nsdl.co.in. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "**Upload Board Resolution / Authority Letter**" displayed under "**e-Voting**" tab in their login.
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on www.evoting.nsdl.com to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request to Ms. Pallavi Mhatre, Senior Manager at evoting@nsdl.co.in.

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

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to investors.ingrevia@jubl.com or rta@alankit.com.
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16-digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to

investors.ingrevia@jubl.com or rta@alankit.com. If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A)** i.e. **Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.**

Alternatively shareholder/members may send a request to evoting@nsdl.co.in for procuring user id and password for e-voting by providing above mentioned documents.

3. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

THE INSTRUCTIONS FOR MEMBERS FOR e-VOTING ON THE DAY OF THE AGM ARE AS UNDER:

1. The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for remote e-voting.
2. Only those Members/ shareholders, who will be present in the AGM through VC/OAVM facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system in the AGM.
3. Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.
4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the AGM shall be the same person mentioned for Remote e-voting.

INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:

1. Members will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for **Access to NSDL e-Voting system**. After successful login, you can see link of "VC/OAVM link" placed under "**Join meeting**" menu against company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the AGM Notice to avoid last minute rush.
2. Members are encouraged to join the Meeting through Laptops for better experience.
3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.

- Shareholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at investors.ingrevia@jubl.com or rta@alankit.com. The same will be replied by the company suitably.

For ease of conduct, the Company is pleased to provide two-way video conferencing facility to the Members who would like to express their views/ ask questions at the AGM. The Members may register themselves atleast five (5) days in advance as a speaker by sending their request along with questions from their registered email address mentioning their name, DP ID and Client ID/ folio number, PAN, mobile number at investors.ingrevia@jubl.com. Those members who have registered themselves as a speaker will only be allowed to express their views/ ask questions at the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM. Members who do not wish to speak during the AGM but have queries regarding financial statements or other matters may send their queries five (5) days before the AGM mentioning their name, DP ID and Client ID/ folio number, PAN, mobile number at investors.ingrevia@jubl.com. These queries will be replied by the Company suitably by email.

- In case of any queries or grievances relating to e-Voting, you may contact Ms. Pallavi Mhatre, Senior Manager, NSDL, Trade World, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai- 400013, India through e-mail at evoting@nsdl.co.in or on Toll Free No.: 18001020990/ 1800224430 or Mr. J.K. Singla, Deputy General Manager, M/s. Alankit Assignments Limited, 205-208, Anar Kali Complex, Jhandewalan Extension, New Delhi-110 055, India through email at rta@alankit.com or on Telephone No.: 011-42541234.

Other Instructions

- Any person holding shares in physical form and non-individual shareholders, who acquires shares of the Company and becomes member of the Company after the AGM Notice is sent through e-mail and holding shares as of the cut-off date i.e. Monday, September 19, 2022 may obtain the login ID and password by sending a request at evoting@nsdl.co.in or Issuer/RTA. However, if you are already registered with NSDL for remote e-voting, then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/Password" or "Physical User Reset Password" option available on www.evoting.nsdl.com or call on toll free no. 1800 1020 990 and 1800 22 44 30. In case of Individual Shareholders holding securities in demat mode who acquires shares of the Company and becomes a Member of the Company after sending of the AGM Notice and holding shares as of the cut-off date i.e. Monday, September 19, 2022 may follow steps mentioned in the AGM Notice under "Access to NSDL e-Voting system".
- The Board of Directors have appointed Mr. Devesh Kumar Vasisht (CP No. 13700), Partner of M/s Sanjay Grover & Associates, Company Secretaries as 'Scrutinizer' to scrutinize the process of e-Voting during the AGM and remote e-Voting held before the AGM in a fair and transparent manner.
- The Scrutinizer shall, immediately after the conclusion of e-voting at the AGM, unblock the votes cast through remote e-Voting and e-Vote cast during AGM and will make, not later

than two working days of conclusion of the AGM, a consolidated Scrutinizer's Report of the total e-Votes cast in favour or against, if any, to the Chairman or a person authorised by him in writing, who shall countersign the same and declare the result of the voting forthwith.

- The results of voting will be declared within two working days from the conclusion of the AGM i.e. on or before September 28, 2022 and the result declared along with the report of the Scrutinizer shall be placed on the website of the Company www.jubilantingrevia.com and on the website of NSDL immediately after declaration of result by the Chairman or a person authorised by him and the results shall also be communicated to the Stock Exchanges.
- The recorded transcript of the AGM shall be placed on the Company's website www.jubilantingrevia.com in the Investors Section, as soon as possible after conclusion of AGM.
- Subject to receipt of requisite number of votes, the resolutions shall be deemed to be passed at the 3rd AGM scheduled to be held on September 26, 2022

ANNEXURE TO AGM NOTICE

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE ACT

ITEM NO. 5

The Board of Directors at its meeting held on May 17, 2022, on the recommendation of the Audit Committee, had re-appointed M/s J. K. Kabra & Co., Cost Accountants, as the Cost Auditors for conducting audit of the cost records of the Company for FY 2022-23, pursuant to the provisions of Section 148 of the Act read with the Companies (Audit and Auditors) Rules, 2014, as amended. The Company is manufacturing 125+ products out of which 12 products are covered under Cost Audit.

The appointment has been made at a remuneration of ₹4,75,000 p.a. (Rupees Four Lac Seventy-Five Thousand only per annum) plus applicable taxes and reimbursement of out of pocket expenses, if any, incurred in relation to the audit.

Pursuant to the above referred provisions, remuneration to the Cost Auditors needs to be ratified by the members of the Company.

The Board of Directors recommends the resolution at Item No.5 of the AGM Notice for consideration and ratification by members by way of passing an Ordinary Resolution.

None of the Directors or Key Managerial Personnel of the Company or their relatives is concerned or interested, financially or otherwise, in the resolution.

DETAILS IN TERMS OF REGULATION 36 OF THE SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 AND SECRETARIAL STANDARD-2 ON GENERAL MEETINGS THE FOLLOWING INFORMATION IS FURNISHED ABOUT THE DIRECTOR PROPOSED TO BE RE-APPOINTED:

As per the provisions of Section 152 (6) of the Act, one-third of the two-thirds of the total Non-Independent Directors are liable to retire by rotation at every AGM and on the basis of the dates of appointment of retiring Directors, Mr. Shyam S. Bhartia, Chairman and Mr. Priyavrat Bhartia, Director are liable to retire by rotation and being eligible, offer themselves for re-appointment.

Brief details about the director proposed to be re-appointed are stated below:

Name	Mr. Shyam S. Bhartia	Mr. Priyavrat Bhartia
DIN	00010484	00020603
Date of Birth	November 9, 1952	October 10, 1976
Age	69	45
Date of first appointment on the Board	February 6, 2021	February 6, 2021
Background	<p>Mr. Shyam S. Bhartia is the Chairman & Non-Executive Non- Independent Director of the Company. He holds a Bachelor's degree in Commerce from St. Xavier's College, University of Calcutta. He is a qualified Cost Accountant and a fellow member of the Institute of Cost Accountants of India.</p> <p>A leading industrialist of India, he has a rich industrial experience of over 40 years in the pharmaceuticals and specialty chemicals, food, oil and gas (exploration and production) and aerospace sectors and has been instrumental in developing strategic alliances and affiliations with leading global Companies. He has been associated with various institutions and has served as a member of the Board of Governors, Indian Institute of Technology, Mumbai and Indian Institute of Management, Ahmedabad. He has also been Chairman of the Chemicals Committee of Federation of Indian Chamber of Commerce & Industry ('FICCI'). Earlier, he was on the Board of Air India. He was a member of the Executive Committee of FICCI, Confederation of Indian Industry and the Task Force on Chemicals appointed by the Government of India.</p> <p>His immense contributions have been recognized by various awards. He, along with Mr. Hari S. Bhartia, were felicitated with the Entrepreneur of the Year Award at the prestigious AIMA Managing India Awards 2013, presented by the President of India. He also shared with Mr. Hari S. Bhartia, Ernst & Young Entrepreneur of the Year Award 2010 for Life Sciences & Consumer Products category.</p>	<p>Mr. Priyavrat Bhartia holds a Bachelors' Degree in Economics from Dartmouth College, USA and Masters in Business Administration from Stanford University, USA.</p>
Number of shares held in the Company including shareholding as beneficial owner	As on August 5, 2022-13,99,925 equity shares	As on August 5, 2022-3,085 equity shares
Relationships with other Directors inter-se & KMPs	<p>Mr. Shyam S. Bhartia is brother of Mr. Hari S. Bhartia, Co-Chairman of the Company and father of Mr. Priyavrat Bhartia, Non-Executive Director of the Company.</p> <p>He is not related to any other Director or Key Managerial Personnel of the Company.</p>	<p>Mr. Priyavrat Bhartia is son of Mr. Shyam S. Bhartia, Chairman of the Company.</p> <p>He is not related to any other Director or Key Managerial Personnel of the Company.</p>
Terms and conditions of appointment or re-appointment	Non-Executive director, liable to retire by rotation	Non-Executive director, liable to retire by rotation
No. of meetings of the Board attended during the year	Held: 4 (four) Attended: 4 (four)	Held: 4 (four) Attended: 4 (four)

Qualification(s)	<ul style="list-style-type: none"> • Bachelors' degree in commerce from St. Xavier's College, Calcutta University • Fellow member of the Institute of Cost Accountants of India 	<ul style="list-style-type: none"> • Bachelors' Degree in Economics from Dartmouth College, USA • Master's in Business Administration from Stanford University, USA
Nature of expertise in specific functional area	Pharmaceuticals and specialty chemicals, food, oil and gas (exploration and production) and aerospace sectors.	Pharmaceuticals and specialty chemicals, food and media.
Experience	Over 40 years of experience in the pharmaceuticals and specialty chemicals, food, oil and gas and aerospace sectors.	Around 25 years of industry experience
Remuneration	Opted not to take any commission or sitting fees from the Company during FY 2021-22.	Opted not to take any commission or sitting fees from the Company during FY 2021-22.
Directorships of other Boards	<ul style="list-style-type: none"> • Jubilant Pharmova Limited • Jubilant Pharma Limited • Jubilant FoodWorks Limited • Jubilant Bhartia Foundation • Chambal Fertilisers and Chemicals Limited • VAM Holdings Limited • Jubilant Capital Private Limited • SPB Trustee Company Private Limited • SSP Trustee Company Private Limited • SS Trustee Company Private Limited • SBS Trustee Company Private Limited • SSBSB Realty Trustee Private Limited • SBSSB Realty Trustee Company Private Limited • Jubilant Enpro Private Limited • SSBPB Investment Holding Private Limited • HSSS Investment Holding Private Limited • TrialStat Solutions Inc. • Jubilant Discovery Services LLC • DP Eurasia N.V. • Jubilant Innovation (USA) Inc. • Jubilant Life Sciences International Pte Limited • Drug Discovery and Development Solutions Limited • Jubilant Pharma UK Limited • Jubilant Biosys Innovative Research Services Pte Limited • Summit Sky Limited • Sun Field Limited 	<ul style="list-style-type: none"> • Jubilant Pharmova Limited • HT Media Limited • Hindustan Media Ventures Limited • The Hindustan Times Limited • Digicontent Limited • Jubilant Industries Limited • Jubilant Agri and Consumer Products Limited • Jubilant Realty Private Limited • Earthstone Holding (Two) Private Limited • SSBPB Investment Holding Private Limited • SPB Trustee Company Private Limited • SSP Trustee Company Private Limited • Jubilant Enpro Private Limited • PSB Trustee Company Private Limited • ARS Trustee Company Private Limited • SB Trusteeship Services Private Limited
Membership of the Committees of the Board	<ul style="list-style-type: none"> • Nomination, Remuneration and Compensation Committee - Member • Listing Compliance Committee- Chairman • Finance Committee- Chairman 	<ul style="list-style-type: none"> • Risk Management Committee - Member • Sustainability & Corporate Social Responsibility Committee - Member • Finance Committee - Member

<p>Chairmanships/Memberships of the Committees of other public limited companies as on the date of appointment</p>	<p><u>Jubilant Pharmova Limited</u></p> <ul style="list-style-type: none"> • Sustainability & CSR Committee - Member • Nomination, Remuneration & Compensation Committee - Member • Stakeholders Relationship Committee - Member • Restructuring Committee - Chairman • Capital Issue Committee - Chairman • Fund Raising Committee - Chairman • Finance Committee - Chairman <p><u>Jubilant FoodWorks Limited</u></p> <ul style="list-style-type: none"> • Nomination, Remuneration & Compensation Committee - Member • Sustainability & CSR Committee- Member • Regulatory and Finance Committee – Chairman • Risk Management Committee - Member • Investment Committee - Member <p><u>Chambal fertilisers and Chemicals Limited</u></p> <ul style="list-style-type: none"> • Banking and Finance Committee - Chairman • Strategy Committee - Chairman <p><u>VAM Holdings Limited</u></p> <ul style="list-style-type: none"> • Stakeholders Relationship Committee - Member 	<p><u>Jubilant Pharmova Limited</u></p> <ul style="list-style-type: none"> • Sustainability & CSR Committee - Member • Audit Committee - Member • Finance Committee - Member • Fund Raising committee - Member • Capital Issue Committee - Member <p><u>HT Media Limited</u></p> <ul style="list-style-type: none"> • Corporate Social Responsibility Committee - Member • Nomination and Remuneration Committee - Member • Risk Management Committee - Member • Stakeholder Relationship Committee - Member • Investment Committee - Member • Banking & Finance Committee - Member <p><u>The Hindustan Times Limited</u></p> <ul style="list-style-type: none"> • Audit Committee - Member • Nomination Committee- Member • Corporate Social Responsibility Committee - Member <p><u>Jubilant Industries Limited</u></p> <ul style="list-style-type: none"> • Nomination Remuneration and Compensation Committee - Member • Stakeholders Relationship Committee - Member • Sustainability & Corporate Social Responsibility Committee- Chairman • Restructuring Committee – Chairman • Finance Committee – Chairman <p><u>Jubilant Agri and Consumer Products Limited</u></p> <ul style="list-style-type: none"> • Restructuring Committee- Chairman • Finance Committee - Chairman • Nomination and Remuneration Committee - Member • Sustainability & Corporate Social Responsibility Committee – Chairman <p><u>Hindustan Media Ventures Limited</u></p> <ul style="list-style-type: none"> • Stakeholder Relationship Committee- Member • Investment & Banking Committee – Chairman • Corporate Social Responsibility Committee - Member <p><u>Digicontent Limited</u></p> <ul style="list-style-type: none"> • Banking & Finance Committee - Member <p><u>Earthstone Holding (Two) Private Limited</u></p> <ul style="list-style-type: none"> • Corporate Social Responsibility Committee - Member
<p>Listed entities from which Director has resigned in the past three years</p>	<p>Nil</p>	<p>Nil</p>

By Order of the Board
For Jubilant Ingrevia Limited