



GREENPLY INDUSTRIES LIMITED

Registered Office : Makum Road, Tinsukia, Assam - 786 125

Corporate Office: 'Madgul Lounge', 5th & 6th Floor,
23 Chetla Central Road, Kolkata - 700 027

Corporate Identity Number: L20211AS1990PLC003484

Phone: +91 33 3051 5000 Fax: +91 33 3051 5010,

Website: www.greenply.com, E-mail: Investors@greenply.com

NOTICE OF 30TH ANNUAL GENERAL MEETING AND E-VOTING INFORMATION

Notice is hereby given that, Greenply Industries Limited ("Company") has on 5th September, 2020, sent the notice dated 27th June, 2020 electronically, to the eligible members of the Company, along with the Annual Report for the Financial year 2019-20, in respect of 30th Annual General Meeting ("AGM") of the Company scheduled to be held on 30th September, 2020 at 10:00 a.m. Indian Standard Time ("IST"), through Video Conferencing / Other Audio Visual Means ("VC / OAVM") in accordance with the applicable provisions of the Companies Act, 2013 read with MCA General Circular Nos. 14/2020, 17/2020 and 20/2020 dated 8th April, 2020, 13th April, 2020 and 5th May, 2020 respectively and also SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020, to transact the business(es) as set out in the said notice.

The Dividend of Re.0.40/- per equity share recommended by the Board, and if approved by the members at the ensuing AGM, will be credited/dispatched within 10 days from the date of Annual General Meeting to the eligible members, whose names appeared in the Register of Members/list of Beneficial Owners as on 30th August, 2020 as per the details available with Company's RTA and/or furnished by the depositories for this purpose.

As per section 108 of the Companies Act, 2013 read with rule 20 of the Companies (Management and Administration) Rules, 2014 as amended from time to time and Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to offer the Remote e-voting facility (i.e. voting electronically before the scheduled date of the meeting) and e-voting at the AGM to all the eligible members of the Company to cast their votes by electronic means on all the resolutions set out in the said notice.

The details required under the Companies Act, 2013 and rules made thereunder, are given below:

- The annual report for the financial year 2019-20 along with the Notice convening 30th Annual General Meeting have been sent electronically on 5th September, 2020 to the eligible Members who have registered their e-mail addresses with the Company/Company's RTA/Depository Participant. Physical copy of the aforesaid documents are not being sent to the shareholders in accordance with the Ministry of Corporate Affairs (MCA) Circular No. 20/2020 dated 5th May, 2020 read with Circular Nos. 14/2020 and 17/2020 dated 8th April, 2020 and 13th April, 2020 respectively and also SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020. The aforesaid documents are also available on the website of the Company at www.greenply.com/investors.
- The Company has engaged the services of CDSL to provide electronic voting facility (remote e-voting and e-voting in the Meeting) to the eligible members of the Company to enable them to cast their votes electronically.
- The remote e- voting period will commence on September 26, 2020 at 10:00 a.m. (IST) and end on September 29, 2020 at 5:00 p.m. (IST). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. September 23, 2020, may cast their vote electronically. The remote e-voting module shall be disabled by CDSL upon expiry of aforesaid period. A person who is not a Member as on the cut-off date should treat this Notice for information purposes only.
- A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date i.e. September 23, 2020 shall be entitled to avail the facility of remote e-voting as well as e-voting at the Annual General Meeting.
- The voting rights of the members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date i.e. September 23, 2020.
- The details of manner of voting including generation of login ID and password has been provided under Note Nos.- 39 to 42 of the AGM notice dated June 27, 2020. In case member is already registered with CDSL for remote e-voting, they can use their existing user ID and password for casting their vote. The EVSN allotted by CDSL for electronic voting is 200902036.
- Any person, who acquires shares of the Company and becomes a member of the Company after sending notice of the Meeting and holding shares as of the cut-off date, may refer the instructions for shareholders voting electronically given in the AGM notice, regarding login ID and password and may also contact the Company Secretary or the Company's RTA for any query or assistance in this regard. The AGM notice is available on the website of the Company i.e. www.greenply.com/investors and also on the website of CDSL i.e. www.evotingindia.com
- The facility of voting through e-voting system will be provided at the AGM. Members attending the meeting and who have not casted their vote earlier by remote e-voting shall be able to vote at the meeting through e-voting system.
- Member can participate in the Annual General Meeting even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the meeting.
- Once a vote on a resolution is cast by the member by remote e-voting, he shall not be allowed to modify the same or cast vote again in the Meeting.
- Mr. Dilip Kumar Sarawagi [bearing COP No.: 3090], Practicing Company Secretary, Proprietor of M/s. DKS & Co. [bearing Unique Code: S1990WB007300] of 173, M. G. Road, 1st Floor, Kolkata - 700 007 as the Scrutinizer for conducting the e-voting process in a fair and transparent manner.
- The Scrutinizer shall after the conclusion of e-voting at the AGM, will download the votes cast at the AGM and thereafter unblock the votes cast through remote e-voting and shall make a consolidated scrutinizer's report and such Report shall then be sent to the Chairman or any other person duly authorised in this regard by him, within 48 (forty eight) hours from the conclusion of the AGM, who shall then countersign and declare the result of the voting forthwith. The Results declared along with the report of the scrutinizer shall be placed on the Company's website www.greenply.com/investors and also be displayed on the Notice Board of the Company at its Registered Office as well as Corporate Office and on the website of CDSL immediately after the declaration of result and simultaneously communicated to the Stock Exchanges.
- Detailed process and manner of casting of votes are provided in the Notice of the AGM sent to the members along with Annual Report for the year 2019-20.
- Subject to receipt of the requisite number of votes, the resolutions shall be deemed to be passed on the date of the Annual General Meeting i.e. 30th September, 2020.
- Members having any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com or call 1800225533. The members may even write to Company's Registrar and Share Transfer Agents, M/s. S. K. Infosolutions Pvt. Ltd. of 34/1A, Sudhir Chatterjee Street, Near Girish Park Metro Station, Kolkata - 700 006, Email: skcdilip@gmail.com or Mr. Kaushal Kumar Agarwal, Company Secretary & Vice President-Legal at "Madgul Lounge", 23 Chetla Central Road, 6th Floor, Kolkata - 700 027, Phone: (033) 3051 5000; Email: investors@greenply.com regarding the grievances connected with voting by electronic means.

For Greenply Industries Limited
Sd/-

Place: Kolkata

Dated: 07.09.2020

Kaushal Kumar Agarwal
Company Secretary & Vice President-Legal