

# AKSH OPTIFIBRE LIMITED

Registered Office: F-1080, Phase III, RIICO Industrial Area, Bhiwadi, RJ 301019 IN  
Corporate Office: A-32, 2nd Floor, Mohan Co-operative Industrial Estate, Mathura Road, New Delhi- 110044  
Tel: No. 011-49991700, Fax No. 011-49991800  
E-mail: investor.relations@akshoptifibre.com | Website: www. akshoptifibre.com  
CIN: L24305RJ1986PLC016132

**Notice** is hereby given that the Thirty-fifth (35th) Annual General Meeting of Aksh Optifibre Limited will be held on Friday, September 16, 2022 at 11:30 A.M. IST through Video Conference ("VC")/ Other Audio Visual Means ("OAVM"), to transact the following business:

## ORDINARY BUSINESS:

- To receive, consider and adopt:
  - The Audited Standalone Financial Statements as at March 31, 2022 along with the Report of the Auditors' and Board of Director's thereon.
  - The Audited Consolidated Financial Statement as at March 31, 2022 and the Report of the Auditors' thereon.
- To appoint a Director in place of Dr. Kailash S. Choudhari (DIN:00023824), who retires by rotation in terms of Section 152(6) of the Companies Act, 2013 and being eligible, offers himself for re-appointment.
- Appointment of Statutory Auditors of the Company**

To consider and if thought fit, to pass with or without modification(s) the following resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provisions of sections 139, 141, 142 and 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), M/s P C Bindal & Co., Chartered Accountants (FRN: 003824N ) be and is hereby appointed as Statutory Auditors of the Company in place of M/s B G G & Associates (FRN:016874N), the retiring statutory auditors, for term of five consecutive years, who shall hold office from the conclusion of 35th Annual General Meeting until the conclusion of the 40th Annual General Meeting of the Company to be held in the year 2027, on such remuneration, as may be mutually agreed between the Board of Directors of the Company and the Statutory Auditors from time to time."

## SPECIAL BUSINESS:

- Ratification of the remuneration of Cost Auditors for Financial year 2022-23**

To consider and if thought fit, to pass with or without modification(s) the following resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provisions of Section 148 and other applicable provisions of the Companies Act, 2013 ("the Act"), read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification or re-enactments thereof, for the time being in force), the remuneration payable to M/s. Vimal K Gupta & Associates, Cost Accountants (FRN:102573), appointed as Cost Auditors of the Company, to conduct the audit of the Cost Records of the Company for products manufactured by the Company for the Financial Year 2022-23, as detailed in the Explanatory Statement annexed to the Notice convening this meeting, be and is hereby ratified and approved."

By Order of the Board

Sd/-

Anubhnav Raizada

Company Secretary and Compliance Officer

M.No. A47843

Date: July 29, 2022

Place: New Delhi

## Notes:-

- In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs ("MCA") has vide its General Circular No. 2/2022 dated May 05, 2022, General Circular No. 21/2021 dated December 14, 2021, General Circular No. 02/2021 dated January 13, 2021, General Circular No. 20/2020 dated May 05, 2020 read with General Circular No.17/2020 dated April 13, 2020 and General Circular No. 14/2020 dated April 08, 2020, permitted the holding of the Annual General Meeting through VC/OAVM ("AGM" or "e-AGM") and various other circulars related thereto (collectively referred to as "MCA Circulars"). Securities and Exchange Board of India (SEBI) vide its Circular No. SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated May 13, 2022, has provided relaxation from sending hard copies of Annual Report to the Shareholders who have not registered their email addresses unless a request for physical dispatch of Annual report is received from the Shareholder. Accordingly, in compliance with the provisions of the Companies Act, 2013, SEBI Listing Regulations, MCA Circulars and SEBI Circulars, the AGM of the Company is being held through VC/ OAVM. The deemed venue of the AGM shall be the registered office of the Company. The Company has engaged the services of M/s Kfin Technologies Limited (formerly known as Kfin Technologies Private Limited), Registrar & Transfer Agent of the Company ("KFIN" or "RTA") as the Authorised Agency for conducting the e-AGM and providing e-voting facility for casting the votes by the members using an electronic voting system.
- The Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013 ("the Act") setting out the material facts concerning the business under Item No. 4 to be transacted at the Meeting is annexed hereto.
- The relevant details with respect to Item Nos. 2 & 3 pursuant to Regulations 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India, is also annexed to the Notice.



4. Since this AGM is being held in terms of MCA Circulars, physical attendance of Members has been dispensed with. There is no requirement of appointment of proxies. Accordingly, facility of appointment of proxies by Members under Section 105 of the Act, will not be available for the AGM and hence the Proxy Form, Attendance Slip and route map of AGM are not annexed to the Notice. However, in pursuance of Sections 112 of the Act, representatives of the members may be appointed for the purpose of voting through remote e-voting, for participation in the AGM through VC/OAVM facility and e-voting during the AGM.
5. Corporate members are requested to send a duly certified copy of the Board Resolution authorizing their representative to attend and vote at the Annual General Meeting, pursuant to Section 113 of the Companies Act, 2013 at [investor.relations@akshoptifibre.com](mailto:investor.relations@akshoptifibre.com), [pcs.jga@gmail.com](mailto:pcs.jga@gmail.com) before e-voting/attending annual general meeting,
6. In compliance with the provisions of Section 108 of the Companies Act, 2013 along with rules thereunder and as per the provisions of Listing Regulations 2015, the Company is pleased to provide its members the facility to exercise their right to vote at the Annual General Meeting by electronic means and the business may be transacted through e-voting services provided by Kfin Technologies Limited. The complete details of the instructions for e-voting are annexed to this notice.
7. Facility of joining the AGM through VC / OAVM shall open 15 minutes before the time scheduled for the AGM and window for joining shall be kept open till the expiry of 15 minutes after the scheduled time. Members can join the AGM by following the procedure mentioned in this Notice. The facility of participation at the AGM through VC/OAVM will be made available on first come first serve basis. Participation in AGM is restricted upto 1000 members only.
8. No restriction to join AGM on first come first serve basis shall apply in respect of large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc.
9. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
10. The Company has appointed M/s Kfin Technologies Limited (*formerly known as Kfin Technologies Private Limited*), Registrars and Transfer Agent of the company, to provide Video Conferencing facility and e-voting facility for the Annual General Meeting and the attendant enablers for conducting of the e-AGM.
11. In line with the MCA Circulars and SEBI Circular, the Notice calling the AGM and Annual Report 2021-22 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/ Depositories. Therefore, those Members, whose email address is not registered with their respective Depository Participant/s, and who wish to receive the Notice of the 35th AGM and the Annual Report 2021-22 and all other communication sent by the Company, from time to time, can get their email address registered by following the steps as given below:-
  - a) For Members holding shares in physical form, are requested to follow the process for such updation as provided under Investor service request at <https://www.akshoptifibre.com/pdf/Circular-to-Shareholders1.pdf> .
  - b) For the Members holding shares in demat form, please update your email address through your respective Depository Participant/s.
  - c) Members who have not registered their e-mail address and, therefore, are not able to receive the Annual Report, Notice of e-AGM and e-Voting instructions, may temporarily get their email address and mobile number registered with the Company's RTA, KFinTech by accessing the link <https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx>.
12. Members may note that Notice and Annual Report 2021-22 will also be made available on the Company's website at [www.akshoptifibre.com](http://www.akshoptifibre.com), websites of the Stock Exchanges i.e. BSE Limited and The National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com), respectively and the website of Kfin Technologies Limited i.e. <https://evoting.kfintech.com/>.
13. 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 the directors are interested under section 189 of the Act and all other documents referred in the notice will be available for inspection in electronic mode. Members who wish to inspect the documents can send an email to [investor.relations@akshoptifibre.com](mailto:investor.relations@akshoptifibre.com).
14. The Register of Members and the Share Transfer Books of the Company will remain closed from Saturday, September 10, 2022 to Friday, September 16, 2022 (both days inclusive) for the Annual General Meeting.
15. Members holding shares in the electronic mode are requested to intimate the change in their address, bank details etc to their respective Depository Participants (DPs). Members holding shares in physical form are requested to notify immediately any change or updation in their address/mandate/bank details to the Company or to the office of the Registrar & Share Transfer Agent, KFin Technologies Limited (formerly known as Kfin Technologies Private Limited), quoting their folio number. The Members holding shares in physical form are requested to follow the process for such updation as provided under Investor service request at <https://www.akshoptifibre.com/pdf/Circular-to-Shareholders1.pdf>
16. The equity shares of the Company have been notified for compulsory trading in demat form and are available for trading in demat form both on National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL). Shareholders are requested to avail this facility and get their shares converted into dematerialised form by sending the Dematerialisation Request Form (DRF) along with the share certificates through their Depository Participant to the Registrar and Transfer Agents of the Company.
17. The nomination facility is available to the Shareholders in respect of equity shares held by them. Shareholders holding shares in electronic mode may obtain and submit duly filled Nomination Forms to their respective Depository Participants. Shareholders holding shares in physical mode

may send their request for nomination by following the process for such updation as provided under Investor service request at <https://www.akshoptifibre.com/pdf/Circular-to-Shareholders1.pdf> at the Office of the Share Transfer Agents of the Company, KFin Technologies Limited (formerly known as Kfin Technologies Private Limited), at Selenium, Tower-B, Plot no. 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad – 500032.

18. **Unpaid/Unclaimed Dividend:** Dividend for the financial year 2017-18, remaining unclaimed for a period of 7 years from the date, the same has been transferred to Unpaid Dividend Account and shall be transferred to Investor Education and Protection Fund (IEPF) established by the Central Government, on the due date detailed hereunder:

Financial Year	Nature of Dividend	Date of transfer to Unpaid Dividend account	Due date of transfer to IEPF
2017-18	Final Dividend	25.10.2018	25.10.2025

Members who have not claimed/encashed the dividend warrants for the aforesaid year are requested to claim their dividends which stands unpaid/unclaimed from Company before due date.

19. **Transfer to IEPF:** During the Financial Year 2021-22, the Company has transferred Rs. 1,35,988, unclaimed / unpaid dividend for the Financial Year 2013-14 and 98,324 equity shares, on which the dividend has not been claimed for seven consecutive years, to IEPF Authority.

Members may please note that the unclaimed dividend in respect of the financial year ended March 31, 2018 must be claimed by the concerned members before the due date, failing which it will be transferred to the Investor Education & Protection Fund Authority and all shares in respect of which dividend has remained unclaimed/unpaid for seven consecutive years or more shall be transferred by the Company to the demat account of Investor Education and Protection Fund Authority ("IEPF Authority"), in accordance with the relevant provisions of the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("IEPF Rules"). Members are requested to write to Company/ KFIN, s for claiming unclaimed dividend.

The Company has uploaded the details of unpaid /unclaimed dividend lying with the Company, on the website of the Company ([www.akshoptifibre.com](http://www.akshoptifibre.com)). The members are advised to send their requests for payment of unpaid / unclaimed dividend pertaining to the Financial Year 2017-18 and subsequent dividends declared by the Company to the Company's Share Transfer Agent for payment before the same becoming due for transfer to IEPF.

Members may note that shares as well as unclaimed dividends transferred to IEPF can be claimed back. Concerned members/ investors are advised to visit the website of [www.iepf.gov.in](http://www.iepf.gov.in) or contact KFIN for lodging claim for refund of shares and/ or dividend from the IEPF.

Date: July 29, 2022  
Place: New Delhi

**By Order of the Board**  
Sd/-  
**Anubhav Raizada**  
Company Secretary and Compliance Officer  
M.No. A47843

## STATEMENT PURSUANT TO SECTION 102 (1) OF THE COMPANIES ACT, 2013 ("The Act")

### Item No. 4

The Board on the recommendation of the Audit Committee, has approved the appointment and remuneration of M/s. Vimal K Gupta & Associates, Cost Accountants (FRN: 102573), as Cost Auditors to conduct the audit of cost records of the Company for the financial year ending March 31, 2023, at a remuneration of Rs. 75,000/- (Rupees Seventy-Five Thousands only) plus GST and reimbursement of out of pocket expenses.

M/s. Vimal K Gupta & Associates have furnished a certificate regarding their eligibility for appointment as Cost Auditors of the Company

In accordance with the provisions of Section 148 of the Act read with the Companies (Audit & Auditors) Rules 2014, the remuneration payable to the Cost Auditors has to be ratified by the shareholders of the Company.

Accordingly, consent of the Shareholders is sought for passing an Ordinary Resolution as set out at Item No. 4 of the Notice for ratification of the remuneration payable to the Cost Auditors for the financial year ending March 31, 2023.

None of the Directors / Key Managerial Person of the Company/ their relatives are, in any way concerned or interested, financially or otherwise, in the resolution set out at Item no. 4 of the Notice.

The Board recommends the Ordinary Resolution as set out at Item No. 4 of the Notice for approval by the shareholders.

## ADDITIONAL INFORMATION AS REQUIRED UNDER REGULATION 36 OF SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 ("SEBI Listing Regulations")

### Item No. 2

This disclosure is made in pursuant to Regulation 36(3) SEBI Listing Regulations:

Dr. Kailash S. Choudhari is a MBBS, known as a visionary in the optical fibre industry, having approx. three decades of experience in the industry. He is responsible for spearheading the company to its current levels of success. He was instrumental in the Company's foray into the manufacture of OFC. Dr. Choudhari is also a Director of AOL FZE, UAE, AOL Technologies FZE, UAE. Aksh Technologies (Mauritius) Limited, Mauritius and AOL Composites (Jiangsu) Co. Ltd, China. Dr. Choudhari is retiring by rotation and, being eligible, offers himself for re-appointment as Director.



- Nature of expertise in specific functional areas- Industry Experience and Knowledge, Marketing, and Operations
- Disclosure of inter-se relationships between Directors & Key Managerial Personnel (KMP)– NIL
- Listed companies in which Dr. Choudhari holds directorship along with listed entities from which Dr. Choudhari has resigned in the past three Years- He holds no Directorship in any other listed entity other than Aksh Optifibre Limited.
- Details of the Committee Memberships held by Dr. Choudhari- NIL
- Shareholding in the Company- 20,205,678 Shares

### Item No. 3

This statement is in terms of Regulation 36(5) SEBI Listing Regulations.

The Members at the 30th Annual General Meeting (AGM) of the Company held on December 26, 2017, had approved the appointment of M/s BGG & Associates, Chartered Accountants (FRN: 016874N) as statutory Auditors of the Company, to hold office till the conclusion of the 35th AGM.

The Board of Directors of the Company in its meeting held on May 13, 2022, based on the recommendation of the Audit Committee, after considering various factors viz. industry experience, competency of the audit team, independence, etc. has proposed the appointment of M/s P C Bindal & Co., Chartered Accountants (FRN: 003824N) as Statutory Auditors of the Company, in place of retiring auditor M/s BGG & Associates, Chartered Accountants (FRN: 016874N) who have shown their unwillingness for re-appointment as the Statutory Auditors, for a term of five consecutive year, to hold office from the conclusion of 35th Annual General Meeting till the conclusion of 40th Annual General meeting of the Company to be held in the year 2027.

The Annual statutory fees payable to M/s P C Bindal & Co., Chartered Accountants, proposed Statutory Auditor is Rs. 39,00,000/- (Rupees Thirty-Nine Lakhs Only) (Excluding GST and out of pocket expenses). The Annual statutory fees paid to M/s BGG & Associates, Chartered Accountants, the outgoing Statutory auditor for Financial year 2021-22 is Rs. 35,00,000/- (Rupees Thirty-Five Lakhs Only) (Excluding GST and out of pocket expenses). The change in fees payable to proposed Statutory Auditor was made considering the quantum of work, number of transactions, expertise and competency of the Auditor.

M/s P C Bindal & Co., Chartered Accountants (FRN: 003824N) have consented to their appointment as Statutory Auditors and have confirmed that if appointed, their appointment will be in accordance with Sections 139, 141 and 142 of the Act.

P. C. Bindal & Co. ("PCBC") is a leading firm of Chartered Accountants with focus on serving corporates, partnerships, institutions and individuals. PCBC offers a wide array of professional services such as Audit & Assurance, Taxation and Corporate Advisory. PCBC is the Statutory Auditors of various companies in the Public Sector and Private Sector Companies include both closely held and listed companies operating in various sectors.

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## INSTRUCTIONS TO MEMBERS

### I. FOR ELECTRONIC VOTING[E-Voting]

Pursuant to the provisions of section 108 of the Act read with rule 20 of the Companies (Management and Administration) Rules, 2014 and the Listing Regulations as amended from time to time, the Company is pleased to offer e-voting facility to members to exercise their votes electronically on all resolutions set forth in the notice convening the 35th Annual General Meeting (AGM).

The company has engaged the services of KFin Technologies Limited (KFin) to provide remote e-voting facility for members to cast their votes in a secure manner. M/s Jayant Gupta & Associates, Practicing Company Secretaries will act as the scrutinizer to scrutinize e-voting and conduct the voting process at the AGM in a fair and transparent manner. In terms of the requirements of the Act and the Rules made there under, the Company has fixed Friday, September 09, 2022 as the cut-off date. The remote e-voting / voting rights of the members / beneficial owners shall be reckoned on the equity shares held by them as on cut-off date, i.e. September 09, 2022.

The remote e-voting facility begins on Tuesday, September 13, 2022 (9:00 A.M. IST) and ends on Thursday, September 15, 2022 (5:00 P.M. IST). During this period, the members of the company, holding shares either in physical form or in dematerialised form, as on the cut-off date i.e., September 09, 2022, are entitled to avail the facility to cast their vote electronically / voting in the general meeting, as the case may be. The remote e-voting will not be allowed beyond the aforesaid date and time and the e-voting facility shall be disabled by KFin upon expiry of the aforesaid period. Once the vote on a resolution is cast by a member, he / she shall not be allowed to change it subsequently or cast the vote again.

The scrutinizer shall immediately after the conclusion of voting at the AGM, unblock the votes cast through e-voting and shall submit a consolidated Scrutinizer's Report of the votes cast in favour or against, if any, within two working days of conclusion of AGM to the Chairperson of the Company or a person authorised by him in writing who shall countersign the same. The Chairperson or a person authorised by him in writing shall declare the result of voting forthwith. The results of the e-voting along with the Scrutinizer's report shall be communicated immediately to the BSE Limited and National Stock Exchange of India Limited, where the shares of the Company are listed and shall be placed on the Company's website <https://www.akshoptifibre.com/> and on the website of KFinTech at <https://evoting.kfintech.com/public/Downloads.aspx> immediately after the result declared by the Chairperson or any other person authorised by the Chairperson.

The details of the process and manner for remote e-Voting and e-AGM are explained herein below:

**Step 1: Login method for remote e-Voting for Individual shareholders holding securities in demat mode.**

Individual Shareholders holding securities in demat mode with NSDL		Individual Shareholders holding securities in demat mode with CDSL	
1.	User already registered for IDeAS facility: Visit URL: <a href="https://eservices.nSDL.com">https://eservices.nSDL.com</a> Click on the “Beneficial Owner” icon under “Login” under ‘IDeAS’ section. On the new page, enter User ID and Password. Post successful authentication, click on “Access to e-Voting”. Click on the e-Voting service provider name KFINTECH and you will be re-directed to e-Voting service provider website for casting the vote during the remote e-Voting period.	1.	Existing user who have opted for Easi / Easiest Visit URL: <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or URL: <a href="http://www.cdslindia.com">www.cdslindia.com</a> Click on New System Myeasi Login with your registered user id and password. The user will see the e-Voting Menu. The Menu will have links of ESP i.e. KFinTech e-Voting portal. Click on e-Voting service provider name to cast your vote.
2.	User not registered for IDeAS e-Services To register click on link : <a href="https://eservices.nSDL.com">https://eservices.nSDL.com</a> Select “Register Online for IDeAS” or click at <a href="https://eservices.nSDL.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nSDL.com/SecureWeb/IdeasDirectReg.jsp</a> Proceed with completing the required fields. Follow steps given in point 1.	2.	User not registered for Easi/Easiest Option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration">https://web.cdslindia.com/myeasi/Registration</a> . EasiRegistration Proceed with completing the required fields. Follow the steps given in point 1
3.	Alternatively, by directly accessing the e-Voting website of NSDL Open URL: <a href="https://www.evoting.nSDL.com">https://www.evoting.nSDL.com</a> 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 held with NSDL), Password / OTP and a Verification Code as shown on the screen. Post successful authentication, you will be requested to select the name of the Company and the e-Voting Service Provider name, i.e. KFinTech. On successful selection, you will be redirected to KFinTech e-Voting page for casting your vote during the remote e-Voting period.	3.	Alternatively, by directly accessing the e-Voting website of CDSL Visit URL: <a href="http://www.cdslindia.com">www.cdslindia.com</a> Provide your demat Account Number and PAN. System will authenticate 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 KFinTech where the e- Voting is in progress.

**Individual Shareholders can login through their demat accounts / Website of Depository Participant**

- I. You can also login using the login credentials of your demat account through your DP registered with NSDL /CDSL for e-Voting facility.
- II. Once logged-in, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature.
- III. Click on options available against company name or e-Voting service provider – Kfintech and you will be redirected to e-Voting website of KFinTech for casting your vote during the remote e-Voting period without any further authentication

**Important note:** Members who are unable to retrieve User ID / Password are advised to use “Forgot user ID” and “Forgot Password” option available at respective websites.

Helpdesk for individual shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL is given below:

Login type	Helpdesk details
Securities held with NSDL	Please contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: <b>1800 1020 990</b> and <b>1800 22 44 30</b>
Securities held with CDSL	Please contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022- 23058738 or <b>022-23058542-43</b>

**Step 2: Login method for e-Voting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical**

**(A) Members whose email IDs are registered with the Company/ Depository Participants (s), will receive an email from KFinTech which will include details of E-Voting Event Number (EVEN), USER ID and password. They will have to follow the following process:**

- i. Open your web browser by typing the URL: <https://emeetings.kfintech.com/>
- ii. Enter the login credentials (i.e. User ID and password). In case of physical folio, User ID will be E-Voting Event Number 6834 (EVEN) followed by folio number. In case of demat account, User ID will be your DPID and Client ID. However, if you are already registered with KFin for e-voting, you can use your existing User ID and password for casting your vote.
- iii. After entering these details appropriately, click on “LOGIN”.
- iv. You will now reach password change menu wherein you are required to mandatorily change your password. The new password shall

comprise minimum 8 characters with at least one upper case (A- Z), one lower case (a-z), one numeric value (0-9) and a special character (@, #, \$, etc.,). The system will prompt you to change your password and update your contact details like mobile number, email ID etc. on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.

- v. You need to login again with the new credentials.
- vi. On successful login, the system will prompt you to select the "EVEN" i.e., 6834 Aksh Optifibre Limited- AGM" and click on "Submit".
- vii. On the voting page, enter the number of shares (which represents the number of votes) as on the Cut-off Date under "FOR/AGAINST" or alternatively, you may partially enter any number in "FOR" and partially "AGAINST" but the total number in "FOR/ AGAINST" taken together shall not exceed your total shareholding as mentioned herein above. You may also choose the option ABSTAIN. If the Member does not indicate either "FOR" or "AGAINST" it will be treated as abstinence and the shares held will not be counted under either head.
- viii. Members holding multiple folios/demat accounts shall choose the voting process separately for each folio/ demat accounts.
- ix. Voting has to be done for each item of the notice separately. In case you do not desire to cast your vote on any specific item, it will be treated as abstinence.
- x. You may then cast your vote by selecting an appropriate option and click on "Submit".
- xi. A confirmation box will be displayed. Click "OK" to confirm else "CANCEL" to modify. Once you have voted on the resolution (s), you will not be allowed to modify your vote. During the voting period, Shareholders can login any number of times till they have voted on the Resolution(s).
- xii. Corporate/Institutional Members (i.e. other than Individuals, HUF, NRI etc.) are also required to send scanned certified true copy (PDF Format) of the Board Resolution/Authority Letter etc., authorizing its representative to attend the AGM through VC/OAVM on its behalf and to cast its vote through remote e-voting together with attested specimen signature(s) of the duly authorized representative(s), to the Scrutinizer at pcs.jga@gmail.com with a copy marked to [evoting@kfintech.com](mailto:evoting@kfintech.com).

**(B) Shareholders whose email IDs are not registered with the Company/Depository Participants(s), and consequently the Annual Report, Notice of AGM and e-voting instructions cannot be serviced, will have to follow the following process:**

- i. Shareholders who have not registered their email address and in consequence the Annual Report, Notice of AGM and e-voting instructions cannot be serviced, may temporarily get their email address and mobile number provided with KFintech, by accessing the link: <https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx>. Shareholders are requested to follow the process as guided to capture the email address and mobile number for sending the soft copy of the notice and e-voting instructions along with the User ID and Password. In case of any queries, member may write to [evoting@kfintech.com](mailto:evoting@kfintech.com).
- ii. Alternatively, shareholder may send an e-mail request at the email id [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com) along with scanned copy of the signed copy of the request letter providing the email address, mobile number, self- attested PAN copy and Client Master copy in case of electronic folio and copy of share certificate in case of physical folio for sending the Annual report, Notice of AGM and the e-voting instructions.
- iii. After receiving the e-voting instructions, please follow all steps above to cast your vote by electronic means.

**Step 3: Instructions for all the shareholders for attending the AGM of the Company through VC/OAVM and e-Voting during the meeting.**

- i. Shareholders will be provided with a facility to attend the AGM through VC / OAVM platform provided by KFintech. Shareholders may access the same at <https://emeetings.kfintech.com/> by using the e-voting login credentials provided in the email received from the Company/ KFintech. After logging in, click on the Video Conference tab and select the EVEN of the Company. Click on the video symbol and accept the meeting etiquettes to join the meeting. 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 instructions mentioned in Step 1 above.
- ii. Facility for joining AGM though VC/ OAVM shall open atleast 15 minutes before the commencement of the Meeting.
- iii. Members are encouraged to join the Meeting through Laptops/ Desktops with Google Chrome (preferred browser), Safari, Internet Explorer, Microsoft Edge, Mozilla Firefox 22.
- iv. Members will be required to grant access to the webcam to enable VC / OAVM. Further, Members 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.
- v. The Members who have not cast their vote through remote e-voting shall be eligible to cast their vote through e-voting system available during the AGM. E-voting during the AGM is integrated with the VC / OAVM platform. The 'Vote Now Thumb sign' on the left hand corner of the video screen shall be activated upon instructions of the chairperson during the AGM proceedings. Members shall click on the same to take them to the "Insta-poll" page and Members to click on the "Insta-poll" icon to reach the resolution page and follow the instructions to vote on the resolutions.
- vi. A Member can opt for only single mode of voting i.e., through Remote e-voting or voting at the AGM. If a Member casts votes by both modes, then voting done through Remote e-voting shall prevail and vote at the AGM shall be treated as invalid.

- vii. **Posting of queries prior to AGM:** Shareholders who would like to express their views/raise queries on the official business during the AGM, may please log into <https://emeetings.kfintech.com/> and click on the tab 'Post Your Queries' to post their queries/views/questions in the window provided therein by mentioning their e-mail id and mobile number. The window for posting queries/questions/views will remain open from September 13, 2022 till September 14, 2022.
- viii. **Speaker Registration:** Members who wish to speak at the AGM may log into <https://emeetings.kfintech.com/> and click on the tab "Speaker Registration" by mentioning their e-mail id, mobile number and city. The speaker registration will commence from September 13, 2022 till September 14, 2022. Only members who have registered themselves as a speaker will be allowed to speak or ask questions during the AGM. Speakers are requested to submit their queries at the time of registration, to enable the Company to respond appropriately. The Company reserves the right to restrict the number of speakers asking questions depending on the availability of time.
- ix. Members seeking any technical assistance or support are requested to contact KFin at toll free number 1-800-3454-001 or send a mail at [evoting@KFintech.com](mailto:evoting@KFintech.com).

**ii. Other Instructions**

- (i) In case of any queries, you may refer Help &FAQ section of KFin at [evoting@kfintech.com](mailto:evoting@kfintech.com) or call KFin on 040-67162222 & Toll-free No. 1800 3094 001.
- (ii) You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
- (iii) Any person who acquires shares of the company and becomes a member of the company after dispatch of the notice to the members and holding shares as on the cut-off date i.e., September 09, 2022, may obtain the User ID and password by sending a request through email to [inward.ris@kfintech.com](mailto:inward.ris@kfintech.com). However, if you are already registered with KFin for remote e-voting then you can use your existing user ID and password for casting your vote. If you forget your password, you can reset your password by using "Forgot user details / Password" option available on <https://evoting.kfintech.com/>