



Granules India Limited
(CIN: L24110TG1991PLC012471)

Regd. Office: 2nd Floor, 3rd Block, My Home Hub, Madhapur, Hyderabad - 500 081 (TS)
Web: www.granulesindia.com, Email: investorrelations@granulesindia.com, [Tel: +91-40-30660000](tel:+91-40-30660000)

ANNUAL GENERAL MEETING

INSTRUCTIONS FOR REMOTE E-VOTING

Members are requested to follow the instructions below to cast their vote through e-voting:

1. Use the following URL for e-voting from Karvy website: <http://evoting.karvy.com>
2. Shareholders of the Company holding shares either in physical form or in dematerialized form, as on cut-off date, i.e. August 06, 2020 may cast their vote electronically.
3. Any person who becomes a member of the Company after dispatch of the Notice of the Meeting and holding shares as on the cut-off date i.e. August 06, 2020, may obtain the User ID and password in the manner as mentioned in the Notice of AGM by sending SMS or email to KFin Technologies Private Limited at inward.ris@kfintech.com.
4. Enter the login credentials [i.e., user id and password as mentioned overleaf]. Your Folio No./DP ID Client ID will be your user ID.
5. After entering the details appropriately, click on LOGIN.
6. You will reach the password change menu wherein you are required to mandatorily change your password. The new password shall comprise of 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 any contact details like mobile, email etc., on first login. You may also enter the secret question and answer of your choice to retrieve your password in case you forget it. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
7. You would be required to login again with the new credentials.
8. On successful login, the system will prompt you to select the EVENT i.e., Granules India Limited.
9. On the voting page, enter the number of shares as on the cut-off date under “FOR/AGAINST” or alternatively you may enter partially any number in “FOR” and partially in “AGAINST”, but the total number in “FOR/AGAINST” taken together should not exceed the total shareholding. You may also choose the option “ABSTAIN” and the shares will not be counted under either head.
10. Institutional Shareholders (i.e., members other than individuals, HUF, NRIs, etc.) are also required to send scanned copy (PDF/JPG format) of the relevant board resolution/authority letter, etc. together with the attested specimen signature(s) of the duly authorized signatory(ies) who are authorized to vote, to the scrutinizer through email at: dhanu.a@gmail.com with a copy marked to evoting@karvy.com. You can also forward the documents at the **Company’s email ID: investorrelations@granulesindia.com**.
11. Shareholders holding multiple folios/demat account shall choose the voting process separately for each folios/demat account.
12. Cast your vote by selecting appropriate option and click on “SUBMIT”. A confirmation box will be displayed. Click “OK” to confirm else “CANCEL” to modify. Once you confirm, 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.

13. Once the vote on the resolution is cast by the shareholder, he shall not be allowed to change it subsequently.
14. In case of any queries, you may refer to the frequently asked questions (FAQs) for Members and e-voting User Manual for Members available at the download section of <http://evoting.karvy.com> or contact KFin Technologies Private Limited. at Telephone No. 1-800-3454-001 (toll free) or send email to evoting@karvy.com.
15. The Scrutinizer, after scrutinising the votes cast electronically at the meeting and through remote e-voting, will, not later than three days of conclusion of the Meeting, make a consolidated scrutinizer's report and submit the same to the Chairman.
16. The results declared along with the consolidated scrutinizer's report shall be placed on the website of the Company www.granulesindia.com. The results shall simultaneously be communicated to the Stock Exchanges.

INSTRUCTIONS FOR ATTENDING THE AGM THROUGH VIDEO CONFERENCE:

1. Member will be provided with a facility to attend the AGM through video conferencing platform provided by M/s KFin Technologies Private Limited. Members may access the same at <https://emeetings.kfintech.com> under shareholders/members login by using the remote evoting credentials. The link for AGM will be available in shareholder/members login where the EVENT and the name of the company can be selected. 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 notice.
2. Facility of joining the AGM through VC / OAVM shall open 15 minutes before the time scheduled for the AGM and will be available for Members on first come first served basis.
3. Members are encouraged to join the Meeting through Laptops with Google Chrome for better experience.
4. Further Members will be required to allow Camera, if any, and hence use Internet with a good speed to avoid any disturbance during the meeting.
5. 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.
6. Shareholders who would like to express their views/ask questions during the meeting may log into <https://evoting.karvy.com/> post their queries/views/questions in the window provided by mentioning the name, demat account number/folio number, email id, mobile number. Please note that, members questions will be answered only if the member continue to hold the shares as of cut-off date i.e., August 06, 2020.
7. Due to limitations of transmission and coordination during the Q&A session, the company may dispense with the speaker registration during the AGM conference.

Registered Office of the Company:

GRANULES INDIA LIMITED
2nd Floor, 3rd Block, My Home Hub,
Madhapur, Hyderabad - 500 081
Tel: +91 40 30660000, Fax: +91 40 23115145
Email: investorrelations@granulesindia.com.
3454001,Email:einward.ris@karvy.com,
Website: www.granulesindia.com

Registrar and Transfer Agents:

M/s. KFin Technologies Private Limited
Selenium Tower B, 6th Floor. Gachibowli,
Nanakramguda,, Hyderabad – 500 032
Tel: 91-40-23001153 Fax: +91- 40-23001153 ,
Toll Free: 1-800-
Website: <http://www.kfintech.com>