

NOTICE OF 34TH ANNUAL GENERAL MEETING

Notice is hereby given that the 34th (Thirty-Forth) Annual General Meeting of the Members of **Kkalpana Plastick Limited** will be held on Saturday, September 23, 2023 at 10:30 A.M. (IST) through Video Conferencing (“VC”) or Other Audio Visual Means (“OAVM”), to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Balance Sheet as at March 31, 2023, the Statement of Profit & Loss and Cash Flow Statement for the year ended on that date and the Report of the Directors and Auditors’ thereon.
2. To appoint a Director in place of Mr. Sajjan Kumar Sharma (DIN: 02162166), who retires by rotation in terms of Section 152(6) of the Companies Act, 2013 and being eligible, offers himself for re-appointment.

SPECIAL BUSINESS:

3. **Approval for Material Related Party Transaction between Kkalpana Plastick Limited and Bbigplas Poly Private Limited**

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

“RESOLVED THAT pursuant to Section 188 of the Companies Act, 2013, read with Rule 15 of the Companies (Meetings of Board and its Powers) Rules, 2014 and other applicable provisions of the Companies Act, 2013, read with relevant rules made thereunder, if any, as amended from time to time, and the Company’s Policy on Related Party Transaction(s), as adopted and amended from time to time, the approval of the members be and is hereby accorded to enter into/renew the contract(s)/ arrangement(s)/transaction(s) in relation to availing on lease the office space situated at ‘Maruti Building’, 12, Dr. U N Brahmachari Street, 5th Floor, Flat No: 5F, Kolkata- 700 017 from Bbigplas Poly Private Limited (“BPPL”), Promoter of the Company, being a related party within the meaning of Section 2(76) of the Companies Act, 2013, at a monthly licensee fee of Rs 10,000/- (Rupees Ten Thousand Only), or such other licensee fee, as may be agreed upon between the Company and BPPL (collectively referred to as “parties”) and on such terms and conditions, as may be agreed between the parties, brief details whereof is mentioned in the explanatory statement annexed hereto, subject to such transaction being carried out at arm’s length and in the ordinary course of business of the Company.

FURTHER RESOLVED THAT the Board of Directors of the Company (hereinafter referred to as “Board”, which term shall be deemed to include any Committee constituted/empowered to be constituted by the board from time to time to exercise its powers conferred by this resolution) be and is hereby authorised, to do and perform all such acts, deeds, matters and things, including to sign, finalise, settle, modify the terms of the agreement and execute necessary document(s), paper(s), contract(s), agreement(s), etc., on an ongoing basis, as may be necessary as it may, in its absolute discretion deem desirable or expedient, to give effect to this resolution and to settle any question, difficulty or doubt that may arise in this regard, without being required to seek any further consent or approval of the members or otherwise to the end and intent that the members shall be deemed to have given their approval thereto expressly by the authority of this resolution.

FURTHER RESOLVED THAT the board, be and is hereby authorised to delegate all or any of the powers herein conferred on it by or under the resolution, to any Director(s) or Chief Financial Officer and Company Secretary or any other Officer(s)/Authorised Representative(s) of the Company or to any Committee as it may deem fit, to do all such acts, deeds and things and take such steps, as may be considered necessary, expedient or incidental thereto, to give effect to the aforesaid resolution(s).

FURTHER RESOLVED THAT all actions taken by the Board, or any person so authorized by the Board, in connection with any matter referred to or contemplated in any of the foregoing resolutions, be and are hereby approved, ratified, and confirmed in all respects.”

Registered Office:

12, Dr. U.N.Brahmachari Street
Maruti Building, 5th Floor,
Flat No. 5F, Kolkata-700017

Date: May 15, 2023

Place: Kolkata

**By Order of the Board of Directors
For Kkalpana Plastick Limited**

Navdeep Bhansali (ACS- 60924)
Company Secretary

NOTES:

1. THE MINISTRY OF CORPORATE AFFAIRS (“MCA”) HAS VIDE ITS GENERAL CIRCULAR NO 20/2020 DATED MAY 05, 2020 AND GENERAL CIRCULAR NO 10/2022 DATED DECEMBER 28, 2022 (COLLECTIVELY REFERRED TO AS “MCA CIRCULARS”) PERMITTED THE HOLDING OF THE ANNUAL GENERAL MEETING (“THE MEETING” OR “AGM”) THROUGH VIDEO CONFERENCING (“VC”) OR OTHER AUDIO-VISUAL MODES (“OAVM”), WITHOUT THE PHYSICAL PRESENCE OF THE MEMBERS AT A COMMON VENUE TILL SEPTEMBER 30, 2023. FURTHER SECURITIES AND EXCHANGE BOARD OF INDIA (“SEBI”) VIDE ITS CIRCULAR NO. SEBI/HO/CFD/CMD1/CIR/P/2020/79 DATED MAY 12, 2020 AND SEBI/HO/CFD/POD-2/P/CIR/2023/4 DATED JANUARY 05, 2023 (COLLECTIVELY REFERRED TO AS “SEBI CIRCULARS”) PROVIDED RELAXATION FROM COMPLIANCE WITH CERTAIN PROVISIONS OF THE SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 (“SEBI LISTING REGULATIONS”) IN RELATION TO DISPATCH OF PHYSICAL COPIES OF ANNUAL REPORT TILL SEPTEMBER 30, 2023. ACCORDINGLY, IN COMPLIANCE WITH THE PROVISIONS OF THE COMPANIES ACT, 2013 (“THE ACT”), SEBI LISTING REGULATIONS, MCA CIRCULARS AND SEBI CIRCULARS, THE 34TH AGM OF THE COMPANY IS BEING HELD THROUGH VC/OAVM ON SATURDAY, SEPTEMBER 23, 2023 AT 10:30 A.M. (IST). THE DEEMED VENUE FOR THE AGM WILL BE THE REGISTERED OFFICE OF THE COMPANY SITUATED AT 12, DR. U.N.BRAHMACHARI STREET, MARUTI BUILDING, 5TH FLOOR, FLAT NO. 5F, KOLKATA- 700 017.
2. PURSUANT TO THE PROVISIONS OF THE ACT, A MEMBER ENTITLED TO ATTEND AND VOTE AT THE AGM IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF/ HERSELF AND THE PROXY NEED NOT TO BE A MEMBER OF THE COMPANY.

HOWEVER, SINCE THE AGM IS BEING HELD THROUGH VC/OAVM, PURSUANT TO THE MCA CIRCULARS AND SEBI CIRCULARS, PHYSICAL ATTENDANCE OF MEMBERS HAS BEEN DISPENSED WITH. ACCORDINGLY, THE FACILITY FOR APPOINTMENT OF PROXY/(IES) BY THE MEMBERS TO ATTEND AND CAST VOTE FOR THE MEMBERS WILL NOT BE AVAILABLE FOR THIS AGM AND HENCE THE PROXY FORM AND ATTENDANCE SLIP ARE NOT ANNEXED TO THIS NOTICE.
3. Institutional/Corporate Members (i.e. other than Individuals/HUF/NRI etc.) intending to authorize its representatives to attend the meeting through VC/OAVM and/or to vote thereat through e-Voting/ Remote e-Voting, on its behalf, are required to send a certified copy of the Board/its Governing Body’s Resolution/Authorization (scanned copy in .pdf/.jpg format only), pursuant to Section 113 of the Act, or upload it on the e-Voting portal. The said Resolution/Authorisation may be sent by E-mail through the registered email address to the Scrutinizer, Mr. Ashok Kumar Daga at daga.ashok@gmail.com or to the Company’s email id companysecretary@kkalpanaplastick.co.in/kolkata@kkalpanaplastick.co.in.
4. 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 Act.
5. The Company is availing the facility from National Securities Depository Limited (“NSDL”) to conduct its AGM through VC/OAVM mode and for electronic voting (e-Voting) (both Remote E-Voting and E-Voting at the meeting).
6. The Members can join the AGM in the VC/OAVM mode 30 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notes of the Notice of 34th AGM. The facility of participation at the AGM through VC/OAVM will be made available to 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 Chairpersons of the Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee and Auditors etc., who are allowed to attend the AGM without restriction on account of first come first served basis. The members will be able to view the proceedings on the National Securities Depository Limited’s (NSDL’s) e-Voting website at www.evoting.nsdl.com. The link for viewing one way live webcast of the AGM will be made available on the company’s website at www.kkalpanaplastick.com.

7. The Statement, pursuant to Section 102 of the Act, setting out material facts concerning the special business under Item No. 3 of the Notice of 34th AGM is annexed hereto. The recommendation of the Board of Directors of the Company in terms of Regulation 17(11) of SEBI Listing Regulations for each item of Special Business, which are considered unavoidable by the board, is also provided in the said statement.

The relevant details, pursuant to Regulation 36(3) of SEBI Listing Regulations and Secretarial Standards on General Meetings (“SS-2”) issued by the Institute of Company Secretaries of India (“ICSI”), in respect of Director seeking appointment/re-appointment at this AGM, is also annexed. Requisite declaration has been received from Director seeking appointment/re-appointment.

8. Register of Directors and Key Managerial Personnel of the Company and their respective shareholding maintained under Section 170 of the Act and The Register of Contracts and Arrangements in which the Directors are interested, maintained under Section 189 of the Act, 2013 will be available for inspection, in electronic mode, by the members at the AGM.
9. All documents referred to in the Notice convening the 34th AGM, will also be available for inspection, only in electronic mode, by the members from the date of circulation of the Notice upto the date of AGM i.e. September 23, 2023. Members seeking to inspect such documents can send an e-mail to the Company Secretary, Mr. Navdeep Bhansali at companysecretary@kkalpanaplastick.co.in.
10. In compliance with the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of SEBI Listing Regulations, as amended, MCA Circulars, SEBI Circulars and SS-2 issued by the ICSI, the Company is pleased to provide to its members, facility to exercise their right to vote on all resolutions set forth in the Notice convening the 34th AGM, electronically, through electronic voting (e-Voting) services (both Remote e-Voting and e-Voting at AGM) facilitated by NSDL and all items of the business may be transacted through remote e-Voting (facility to cast vote from a place other than the venue of the AGM)/e-Voting (facility to cast vote electronically at AGM) services provided by NSDL. Instructions and other information relating to remote e-Voting/e-Voting are given in the notice under note no.21. It may be noted that facility for e-Voting at AGM shall be available for members who do not cast their vote through Remote e-Voting. Members who have cast their vote through Remote e-Voting may attend the AGM through VC/OAVM but shall not be entitled to cast their votes at the Meeting once again.

The Company has not arranged for physical voting through ballot papers, pursuant to MCA Circulars and SEBI Circulars, since the meeting is being held through VC/OAVM.

11. Voting rights will be reckoned on the paid-up value of shares registered in the name of the Members as on Saturday, September 16, 2023 (cut-off date). Only those Members whose names are recorded in the Register of Members of the Company or in the Register of Beneficial Owners maintained by the Depositories as on the cut-off date will be entitled to cast their votes by remote e-Voting/e-Voting during the AGM.
12. In case of joint holders, only such joint holder, who is higher in order of names, will be entitled to vote at the meeting.
13. In accordance with the provisions of Section 91 of the Act, the Register of Members and the Share Transfer Books of the Company will remain closed from Sunday, September 17, 2023 to Saturday, September 23, 2023 (both days inclusive).
14. Pursuant to Section 101 and Section 136 of the Act read with relevant Rules made thereunder, companies can serve Notice and Annual Report and other communication through electronic mode to those members who have registered their e-mail addresses either with the Company or with

Depository Participant(s). Members who have not registered their e-mail addresses may now register the same. Members holding shares in demat form are requested to register their e-mail address with their Depository Participant(s) only.

15. In compliance with MCA Circulars and SEBI Circulars, Notice of AGM including details and instructions for remote e-Voting/e-Voting and the Annual Report for the Financial Year 2022-2023 of the Company consisting of Financial Statements including Auditors' Report, Board's Report and related Annexures attached therewith (collectively referred to as "Annual Report 2022-2023" or "Annual Report") are being sent only through Electronic mode to those members whose e-mail addresses are registered with the Registrar and Share Transfer Agents ("RTA")/Company/ Depository Participants and no physical copy of said documents are being sent to any member. However, physical copy of the Annual Report 2022-2023 may be provided to the Members, if the Company has received written request for the same in advance from the members. Members may note that Notice of the 34th AGM, details and instructions for remote e-Voting/e-Voting and the Annual Report of the Company for the financial year 2022-2023, consisting of Financial Statements including Auditors' Report, Board's Report and related Annexures attached therewith are also uploaded on the Company's website www.kkalpanaplastick.com and may be accessed by the members. The said documents will also be available on the website of the Stock Exchanges i.e. BSE Limited, The Calcutta Stock Exchange Limited and The Delhi Stock Exchange Limited at www.bseindia.com, www.cse-india.com and www.dseindia.org.in, respectively and also on the website of NSDL at www.evoting/nsdl.com.
16. Members holding shares in physical mode are requested to notify the change in their name/address/nominations/email-address/contract/Power of Attorney, etc to C B Management Services (P) Limited, P-22, Bondel Road, Kolkata- 700 019, the RTA of the Company. Members holding Shares in de-mat form, are requested to intimate any change in their address and/or bank account details to their Depository Participant(s). The Company cannot act on any request received directly from members holding shares in de-mat form for any change in their particulars. Members are requested to support the green initiative efforts of the Company.
17. Members are requested to address all correspondences to the RTA, as mentioned above.
18. SEBI vide its Circular No SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated January 25, 2022 mandated listed Companies to issue securities in dematerialized mode only while processing service request i.e. Issue of duplicate securities certificate, Claim from Unclaimed Suspense Account, Renewal/Exchange of securities certificate, Endorsement, Sub-division/ Splitting of Securities certificates, Consolidation of Securities certificates/folio, transmission/transposition.

Further, SEBI vide its Circular No SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/65 dated May 18, 2022 has simplified procedure and standardization formats of documents for transmission of securities and SEBI vide its Circular No SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/70 dated May 25, 2022 provided procedures and format in relation to issuance of duplicate securities certificates. Members are requested to go through the same before submitting their documents to Company's RTA in relation to their request.
19. SEBI vide its Circular No SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 read with SEBI Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021 prescribed norms for processing investor's service request by RTA and norms for furnishing PAN, KYC and choice of nomination and related clarification respectively. Attention of the member is drawn at the stated circulars were superseded by SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, which would be effective from April 01, 2023. Accordingly, members are requested to adhere compliance thereof.

20. Members holding shares in physical form, in identical order of names, in more than one folio are requested to send to the RTA/Company, the details of such folios together with the share certificates for consolidating their holding in one folio. Consolidated shares will be issued to such member after making requisite changes.

21. **The Instructions for members for remote e-Voting and Joining the AGM are as follows:**

- I. The remote e-Voting period commences on Wednesday, September 20, 2023 (09:00 A.M) (IST) and ends on Friday, September 22, 2023 (05:00 P.M.) (IST). During this period only the members of the Company, holding shares either in physical form or in dematerialized form, whose names appear in the Register of Members or Register of Beneficial Owners, as on the cut-off date of September 16, 2023, may cast their vote by remote e-Voting. The remote e-Voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently. The rights of members shall be proportionate to their share of the paid-up equity share capital of the company as on the cut-off date. E-voting rights cannot be exercised by a proxy, though corporate and institutional shareholders shall be entitled to vote through their authorized representatives with proof of their authorization.
- II. Mr. Ashok Kumar Daga, Practicing Company Secretary (Membership No. FCS-2699, C.O.P No. 2948) has been appointed as the Scrutinizer to scrutinize the e-Voting during the AGM and remote e-Voting process in a fair and transparent manner.
- III. The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:

Step 1: Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com/>





Step 2: Cast your vote electronically on NSDL e-Voting system.

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 09, 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"> 1. If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsd.com/ either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the “Beneficial Owner” icon under “Login” which is available under “IDeAS” section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on options available against company name or e-Voting service provider i.e. NSDL and you will be re-directed to NSDL e-Voting website for casting your vote during the remote e-Voting period or joining virtual meeting and voting during the meeting. 2. 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 3. 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 and voting during the meeting. 4. Shareholders/Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience. <div style="text-align: center; margin-top: 20px;"> <p>NSDL Mobile App is available on</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <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: space-around; margin-top: 20px;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> </div>

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with Central Depository Services (India) Limited (CDSL)	<ol style="list-style-type: none"> Existing users who have opted for Easi/Easiest facility, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login Easi/Easiest are requested to visit CDSL website www.cdslindia.com and click on login icon & New System Myeasi Tab and then use your existing my easi username & password. After successful login of Easi/Easiest the user will be also able to see the e-Voting Menu for eligible companies where the e-Voting is in progress as per the information provided by company. On clicking the e-Voting option, the user will be able to see e-Voting page of the e-Voting service provider for casting the vote during the remote e-Voting period or joining virtual meeting and voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user visits the e-Voting service providers' website directly. If the user is not registered for Easi/Easiest, option to register is available at CDSL website www.cdslindia.com and click on login and New System Myeasi Tab and then click on registration option. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from an e-Voting link available on www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile and Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the e-Voting is in progress and also able to directly access the system of all e-Voting Service Providers.
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. 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. Click on the option available against 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 and 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 022-4886 7000 and 022-2499 7000
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 toll free no.: 1800 22 55 33

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 daga.ashok@gmail.com or to the company at companysecretary@kkalpanaplastick.co.in with a copy marked to evoting@nsdl.co.in. They may 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. The same image of the above mentioned documents should be in the naming format “Corporate Name EVEN NO”

2. 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 notice is sent through e-mail and holding shares as on the cut-off date i.e. September 16, 2023, 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 forget 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 022-4886 7000/022-2499 7000. 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 Notice and holding shares as on the cut-off date i.e. September 16, 2023 may follow steps mentioned in the Notice of the AGM under Step 1: “Access to NSDL e-Voting system” (Above).
3. 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.
4. 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: 022-4886 7000/022-2499 7000 or send a request to Ms. Pallavi Mhatre, Senior Manager at evoting@nsdl.co.in.
5. In case of any grievances connected to the facility for e-Voting please contact to Ms. Pallavi Mhatre, Senior Manager, NSDL, Trade World, “A” Wing, 4th Floor, Kamala Mills Compound, Lower Parel, Mumbai-400 013 at 022-4886 7000/022-2499 7000 or at E-mail Id: evoting@nsdl.co.in. In case of grievances connected to members data please contact Mr. Sujit Sengupta, C B Management Services Pvt. Ltd. (Unit- Kkalpana Plastick Limited), P-22, Bondel Road, Kolkata – 700019, West Bengal; Email: rta@cbmsl.com/senguptask@cbmsl.com; Tel: 033 4011 6700/6718/6723.
6. You can also update your mobile no. and e-mail id in the user profile details of the folio which may be used for sending future communication(s).

IV. Process for those shareholders whose e-mail 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 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), AADHAAR (self attested scanned copy of Aadhaar Card) by email to RTA at rta@cbmsl.com or to the Company at companysecretary@kkalpanaplastick.co.in/ kolkata@kkalpanaplastick.co.in.
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), AADHAAR (self-attested scanned copy of Aadhaar Card) to RTA at rta@cbmsl.com or to the Company at companysecretary@kkalpanaplastick.co.in/ kolkata@kkalpanaplastick.co.in. 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.**

3. 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 in Point (1) or (2) as the case may be.
4. In terms of SEBI Circular dated December 09, 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.

V. 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.

VI. Instructions for members for attending the AGM through VC/OAVM are as under:

1. Member 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" placed under "Join meeting" menu against company name. You are requested to click on VC/OAVM link placed under Join 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 notice to avoid last minute rush.
2. Facility of joining the AGM through VC/OAVM shall open 30 Minutes before the time scheduled for the AGM and will be available for Members on first come first served basis. Members, who need assistance before or during the AGM, can contact NSDL or contact Ms. Pallavi Mhatre, Senior Manager, at telephone no. 022-4886 7000/ 022-2499 7000 or at E-mail ID: evoting@nsdl.co.in.
3. Members are encouraged to join the Meeting through Laptops for better experience.
4. Further members will be required to allow Camera and 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 AGM may register themselves as a speaker by sending their request from Monday, September 11, 2023 (09:00 A.M IST) to Friday, September 15, 2023 (05:00 P.M. IST), and as such send their request from their

registered e-mail id, mentioning their name, de-mat account number/folio number, email id, mobile number at [companysecretary@kkalpanaplastick.co.in/](mailto:companysecretary@kkalpanaplastick.co.in) kolkata@kkalpanaplastick.co.in.

7. Shareholders (including those shareholders who would like to register themselves as speakers at AGM) who would like to seek some clarification on the accounts or other reports may send their questions from Monday, September 11, 2023 (09:00 A.M IST) to Friday, September 15, 2023 (05:00 P.M. IST), mentioning their name, Demat account number/folio number, email id, mobile number at [companysecretary@kkalpanaplastick.co.in/](mailto:companysecretary@kkalpanaplastick.co.in) kolkata@kkalpanaplastick.co.in, so that the same will be replied by the Company suitably.
8. When a pre-registered speaker is invited to speak at the meeting but he/she does not respond, the next speaker will be invited to speak. Accordingly, all speakers are requested to get connected to a device with a video/camera along with good internet speed.
9. The Company reserves the right to restrict the number of questions and number of speakers, as appropriate, for smooth conduct of the AGM.
10. Members, who need assistance before or during the AGM, can contact Ms. Pallavi Mhatre, Senior Manager, NSDL at evoting@nsdl.co.in or call on 022-4886 7000/ 022-2499 7000.

Other Instructions:

1. The Scrutinizer shall after the conclusion of voting at the AGM, first count the votes cast during the AGM and thereafter unblock the votes cast through remote e-Voting and shall not later than two working days of conclusion of AGM, submit a consolidated scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
2. The Results declared along with the report of the Scrutinizer shall be placed on the website of the Company www.kkalpanaplastick.com and on the website of NSDL immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to concerned stock exchanges where the company's shares are listed.

22. The Resolutions shall be deemed to be passed on the date of Annual General Meeting, subject to receipt of sufficient votes.
23. Since the AGM will be held through VC/OAVM, the route map is not annexed to this Notice.
24. We urge members to support our commitment to environment protection by choosing to receive their shareholding communication through email. You can do this by updating your email address with your depository participants (in case of demat holdings) or with the RTA (in case of physical holdings).

Registered Office:

12, Dr. U.N.Brahmachari Street
Maruti Building, 5th Floor,
Flat No. 5F, Kolkata-700017

Date: May 15, 2023

Place: Kolkata

**By Order of the Board of Directors
For Kkalpana Plastick Limited**

Navdeep Bhansali (ACS-60924)
Company Secretary

DETAILS OF DIRECTORS SEEKING APPOINTMENT/ RE-APPOINTMENT AT THE 34TH ANNUAL GENERAL MEETING*(In pursuance of Regulation 36(3) of SEBI Listing Regulations)*

Name of Director	Mr. Sajjan Kumar Sharma
DIN	02162166
Date of Birth	11.08.1963
Current Designation	Whole-Time Director
Date of first appointment on the Board	November 01, 2021
Qualification	Graduate
Nature of expertise in specified functional areas/ Brief Resume	Mr. Sharma aged 59 years has more than 30 years of experience in the field of Accounting and Taxation and has held distinguished positions in prestigious companies.
Relationship with other Directors, Managers and other Key Managerial Personnel of the Company	NIL
Terms and conditions of appointment or re-appointment and remuneration	Mr. Sharma was appointed as Whole-Time Director for a period of five years commencing from November 01, 2021 by the Board of Directors upon the recommendation of the Nomination and Remuneration Committee at their respective meetings held on October 30, 2021 and his appointed was approved by the shareholders on September 27, 2022 at a remuneration of Rs 250000/- per annum. His office was liable to retire by rotation and accordingly, Mr. Sharma retires by rotation at the ensuing AGM and being eligible, had offered himself for re-appointment.
Directorships held in other public companies including private companies which are subsidiaries of Public Companies#	NIL
Name of the listed entities from which he has resigned in the past three years	NIL
Membership/Chairmanship of Committees across the companies in which he is a Director	NIL
Memberships/Chairmanships of Committees in the Company	Mr. Sharma is a member in Audit Committee and Stakeholders Relationship Committee.
Shareholding in the Company	NIL
No. of meetings of Board attended during the year	5
Last drawn remuneration	Rs 250000/- per annum

Excludes Directorship in Private Companies, Foreign Companies and Government Companies.**Registered Office:**

12, Dr. U.N.Brahmachari Street
Maruti Building, 5th Floor,
Flat No. 5F, Kolkata-700017

**By Order of the Board of Directors
For Kkalpana Plastick Limited**

Date: May 15, 2023**Place:** Kolkata

**Navdeep Bhansali (ACS- 60924)
Company Secretary**

STATEMENT OF THE NOTICE (REFER NOTE 7)**Item No: 3**

The provision of Section 188 of the Companies Act, 2013 (“the Act”) read with Rule 15 of the Companies (Meetings of Board and its Powers) Rules, 2014 state that:

Except with the prior approval of the members of the Company by a resolution, the Company shall not enter into transaction(s), relating to availing of service, where such transaction(s) exceed the prescribed limits i.e. 10% of the Turnover in the immediately preceding financial year.

The Company proposes to enter into/renew the contract(s)/arrangement(s)/transaction(s) in relation to availing on lease the office space situated at ‘Maruti Building’, 12, Dr. U N Brahmachari Street, 5th Floor, Flat No: 5F, Kolkata-700 017 from Bbigplas Poly Private Limited (“BPPL”), Promoter of the Company, being a related party within the meaning of Section 2(76) of the Act, at a monthly licensee fee of Rs 10,000/- (Rupees Ten Thousand Only), or such other licensee fee, as may be agreed upon between the Company and BPPL (collectively referred to as “parties”) and on such terms and conditions, as may be agreed between the parties.

Since, the turnover of the Company in the financial year 2022-2023 was nil, therefore it is apparent that any transaction, for whatever amount, in respect to availing of services would therefore be material. The transaction between the Company and BPPL being material would require approval of the members by way of Ordinary Resolution. The proposed resolution in this regard is contained in Item No. 3 of the accompanying notice of the 34th Annual General Meeting.

The Audit Committee was provided with relevant details and after reviewing the necessary information, the Committee recommended the Company to enter into/renew the contract(s)/arrangement(s)/transaction(s) relating to leasing of premises with BPPL, subject to the approval of members of the Company. It is stated that the said transactions will be in the ordinary course of business and at arm’s length.

Background and benefit of the transaction:

Kkalpana Plastick Limited (“KPL”) is using the office space situated at ‘Maruti Building’, 12, Dr. U N Brahmachari Street, 5th Floor, Flat No: 5F, Kolkata-700 017 as its registered office and due to convenience of location, the Company wants to continue it as its registered office.

In view of the above the approval of the members is sought for entering into such related party transaction, details whereof as required, pursuant to Rule 15 of the Companies (Meetings of Board and its Powers) Rules, 2014 is appended below:

Sl. No.	Particulars	Details
1.	Name of the related party	Bbigplas Poly Private Limited (“BPPL”)
2.	Name of the director or key managerial personnel who is related, if any	NIL
3.	Nature of relationship	BPPL is the Promoter of KPL

4.	Nature, material terms, monetary value and particulars of the contract or arrangements	<p>Nature: Leave and License Agreement for availing on lease an area admeasuring 528sq.ft situated at 'Maruti Building', 12, Dr. U N Brahmachari Street, 5th Floor, Flat No: 5F, Kolkata-700 017 for use as office space.</p> <p>Material Terms: Lease to be entered for a term not exceeding 11 (Eleven) months subject to renewal after 11(Eleven) months for 2 (two) terms only totaling 33(Thirty-Three) Months only w.e.f 20.11.2023.</p> <p>Monetary value and Particulars of the Contract: The Company shall be required to pay to BPPL, regularly and timely (within 7th day of each Month) without delay or default the agreed monthly License fee being a sum amount of Rs 10,000/- only or such other amount as may be decided mutually. In case of default, if any, interest @18% will be charged.</p>
5.	Any other information relevant or important for the members to take a decision on the proposed resolution	All the required information are already provided above.

The Members may note that as per the provision of the Act, those members who are either related parties or relatives of promoters shall not vote to approve the resolutions under Item No. 3.

None of the Directors and/or Key Managerial Personnel of the Company and/or their respective relatives are, concerned or interested either directly or indirectly, in the aforesaid resolution, except to the extent of their respective shareholding in the Company. The Board recommends the relevant ordinary resolution set forth at Item No. 3 in the Notice for the approval of the Members.

Registered Office:

12, Dr. U.N.Brahmachari Street
Maruti Building, 5th Floor,
Flat No. 5F, Kolkata-700017

**By Order of the Board of Directors
For Kkalpana Plastick Limited**

Date: May 15, 2023

Place: Kolkata

Navdeep Bhansali (ACS- 60924)
Company Secretary