

**HINDUSTAN ORGANIC CHEMICALS LIMITED**

[CIN: L99999KL1960GOI082753]

Registered office: Post Bag No. 18, Ambalamugal PO, Ernakulam Dist.
Kerala – 682302, India, Tel. No. 0484 – 2727342Website: www.hoclindia.com; E-mail: cs@hoclindia.com**NOTICE**

Notice is hereby given that the 64th Annual General Meeting ("AGM") of the members of Hindustan Organic Chemicals Limited ("HOCL/Company") will be held on **Friday, 26th September, 2025 at 03:30 PM [IST]** through Video Conference/Other Audio Visual Means ("VC/OAVM") to transact the following businesses:

ORDINARY BUSINESS:**ITEM NO. 1**

To consider, approve and adopt the Audited standalone and consolidated financial statements of the company comprising the Balance Sheet as on 31st March, 2025, the profit & loss account for the year ended on that date, cash flow statements, schedules, and notes to accounts attached thereto, together with director's report and the auditor's report along with the report of Comptroller and Auditor General of India (CAG).

ITEM NO. 2

To appoint Shri Manoj Sethi (DIN:00301439), JS&FA, Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Government of India who retires by rotation and being eligible for re-appointment.

ITEM NO. 3

To authorize the Board of Directors to fix remuneration to be paid to the Statutory Auditors as and when appointed by Comptroller & Auditor General of India for the financial year 2025-26 in terms of provisions of section 139(5) read with Section 142 of the Companies Act, 2013 and, to consider and, thought fit, to pass the following resolution, as an Ordinary Resolution

"RESOLVED THAT pursuant to the provisions of Section 142 of the Companies Act, 2013 the Board of Directors of the Company be and is hereby authorized to decide and fix the remuneration to the Statutory Auditors of the Company as and when appointed by the Comptroller and Auditor General of India for the financial year 2025- 26."

SPECIAL BUSINESS:**ITEM NO. 4****Appointment of Shri Subodh Kumar (DIN 11193532) as Non-Official Part-time Independent Director**

To consider and if thought fit, to pass, with or without modifications, the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to the provisions Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 read with Rules framed thereunder, Regulation 17 (1C) and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable laws (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force) and read with Articles of Association of the Company and applicable regulations of Securities Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Shri Subodh Kumar [DIN 11193532] who was appointed as part time Non-Official Director (Independent Director) vide Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals Order No. P-53011/1/2025-CHEM.I-CPC dated 21.05.2025, for a period of three years with effect from the date of notification of the appointment order, or until further orders whichever is earlier be and is hereby appointed as Non-official Independent Director with effect 21.05.2025 on the Board of the Company for a period of three (3) years or till further orders from the Government of India and he shall be not liable to retire by rotation."

ITEM NO. 5**Appointment of Shri Vinay Kumar Sharma (DIN 03604125) as Non-Official Part-time Independent Director**

To consider and if thought fit, to pass, with or without modifications, the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to the provisions Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 read with Rules framed thereunder, Regulation 17 (1C) and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable laws (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force) and read with Articles of Association of the Company and applicable regulations of Securities Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Shri Vinay Kumar Sharma (DIN 03604125) who was appointed as part time Non-Official Director (Independent Director) vide Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals Order No. P-53013/8/2019-CHEM.III-CPC dated 05.06.2025, for a period of one year with effect from the date of notification of the appointment order, or until further orders whichever is earlier be and is hereby appointed as Non-official Independent Director with effect 05.06.2025 on the Board of the Company for a period of one (1) year or till further orders from the Government of India and he shall be not liable to retire by rotation."

ITEM NO. 6**Appointment of Ms Vandana (DIN: 11259725) Director, Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Government of India as Government Nominee Director**

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

"RESOLVED THAT pursuant to the provisions Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 read with Rules framed thereunder (including any statutory modification(s) or re-enactment(s) thereof and applicable regulations of Securities Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 read with Articles of Association of the Company, Ms Vandana [DIN: 11259725] who was appointed by Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals vide P-51011/6/2011-32 dated 10.06.2025, for a period of three years or until further orders, whichever is earlier in place of Shri Kanish Kant Srivastava be and is hereby appointed as Government Nominee Director of the Company w.e.f 10.06.2025 and she shall be liable to retire by rotation."

ITEM NO. 7**Ratification of remuneration of the Cost Auditor for the financial year 2025-26**

To consider and if thought fit, to pass, with or without modifications, 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 read with the Companies (Audit and Auditors) Rules, 2014 as amended from time to time, the Company hereby ratifies the remuneration payable amounting to Rs.50,000/- plus GST as a total fees for the audit of cost accounts and records of the Company and to issue compliance certificates thereof and to give cost audit report for the year 2025-26 and for assistance in & e-filing of cost audit reports related XBRL e-forms in respect of Kochi unit products of the Company for the financial year ending 31st March, 2025 to M/s. B.B.S. Associates, the Cost Auditors of the Company for the FY 2025-26."

ITEM NO. 8**Appointment of M/s. S Basu & Associates as Secretarial Auditor for five financial years from financial year 2025-2026.**

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



"RESOLVED THAT pursuant to the provisions of Section 204 of the Companies Act 2013 read with Rule 9 of the Companies (Appointment & Remuneration of Managerial Personnel) Rules 2014, including any amendments thereto and regulation 24A of the SEBI (LODR) Regulations, 2015 and upon recommendation of the Audit Committee and the Board of Directors of the Company approval of members is hereby accorded for the appointment of M/s. S Basu & Associates, Practicing Company Secretaries (ICSI Unique Code: S2017WB456500) as the Secretarial Auditors of the Company to conduct Secretarial Audit of the Company for a term of five consecutive years commencing from financial year 2025-26 to 2029-30 at an audit fee amounting to Rs.63,750/- (GST extra) for five years."

RESOLVED FURTHER THAT Company Secretary be and is hereby authorized to do all such acts, deeds, matters and things as may be necessary to give effect to this resolution and for all matters connected therewith or incidental thereto.

ITEM NO. 9

Reduction of Paid-up capital due to waiver of Preference Shares by Government of India

To consider and if thought fit, to pass, with or without modifications, the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to Section 66 of the Companies Act, 2013 and all other applicable provisions of the Companies Act, 2013, read with the National Company Law Tribunal (Procedure for Reduction of Capital of Company) Rules, 2016, Articles of the Articles of Association of the Company, and subject to and the rules framed thereunder, subject to the confirmation of NCLT and such other approvals, consent, permissions and sanctions of any other authority, body or institution (hereinafter collectively referred to as "the concerned authorities") as may be necessary, considering the waiver of Government of India loan including the preference shares, approval of the shareholders be and is hereby accorded for the reduction of Issued, Subscribed and Paid up Capital from 337173100 Equity Shares of Rs.10 each to 67173100 Equity Shares of Rs.10 each by cancelling the preference shares of 270000000 at Rs.10 each which were part of paid-up capital of the company and have already been waived off by Government of India."

"RESOLVED FURTHER THAT the Company Secretary or any one Director of the Company is authorized to do all such acts, deeds, matters and things as it may, in its absolute discretion deem necessary, expedient or proper, to be in the best interest of the shareholders for implementation of the paid-up capital reduction due to waiver of preference shares and carry out incidental documentation as also to make applications to the appropriate authorities .ie NCLT for their approvals and to initiate all necessary actions for preparation and issue of various documents, deeds, agreements on behalf of the Board and such other undertakings, agreements, papers, documents and correspondence as may be necessary for the implementation of the Capital Reduction to the Registrar of Companies or other authorities."

By Order of the Board of Directors

**Sd/-
Subramonian H
Company Secretary
[ACS 28380]**

Date: 13.08.2025

Place: Ernakulam, Kerala

Notes:

1. The Ministry of Corporate Affairs ("MCA") vide its General Circular No.14/2020 dated April 8, 2020, General Circular No.17/2020 dated April 13, 2020, General Circular No.20/2020 dated May 5, 2020, General Circular No.10/2022 dated December 28, 2022, General Circular No.09/2023

dated September 25, 2023 and General Circular No.09/2024 dated September 19, 2024 (collectively referred to as "MCA Circulars") and SEBI vide circular dated October 3, 2024 (in continuation with other circulars issued in this regard) permitted the holding of the Annual General Meeting ("AGM") through VC/ OAVM, without the physical presence of members at a common venue. Hence, in compliance with the provisions of the Companies Act, 2013 ("ACT"), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, various MCA Circulars and SEBI Circulars, the 64th AGM is being held through VC/OAVM. For this purpose, necessary arrangements have been made by the Company in association with NSDL and instructions for the process to be followed for attending, participating and voting in the AGM through VC/OAVM is forming part of this notice. The proceedings of the AGM will be deemed to be conducted at the registered office of the Company.

2. Pursuant to the provisions of the Companies Act, 2013, a member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/ her behalf and proxy need not to be a member of the Company. However, the 64th AGM of the Company is being held pursuant to MCA/SEBI circulars through VC/OAVM and the physical attendance of members has been dispensed with. Accordingly, the facility for appointment of proxy by the members will not be available for the 64th AGM of the Company and hence proxy form, attendance slips are not annexed to this notice.
3. Participations of members through VC/OAVM will be reckoned for the purpose of quorum for the AGM as per Section 103 of Companies Act, 2013.
4. 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. together with attested specimen signature of the duly authorized signatory(ies) authorizing its representative to attend the AGM through VC/ OAVM on its behalf and to vote through remote E-voting. The said resolution/ Authorization shall be sent to the Scrutinizer through e-mail to bhavya@legalcrew.co.in with a copy marked to cs@hoclindia.com.
5. The explanatory statement pursuant to Section 102(1) of the Companies Act, 2013 read with Rules notified thereunder in respect of special business are appended to this notice.
6. Pursuant to section 139(5) of the Companies Act, 2013, the auditors of the Company are to be appointed or re- appointed by the Comptroller and Auditor General of India (CAG), Government of India. In pursuance of Section 142 of the Companies Act, 2013 the remuneration to the auditors shall be fixed by the Company in the AGM or in such manner as the Company in general meeting may determine. The statutory auditor of the Company for the year 2025-26 is yet to be appointed by the CAG. Accordingly, the members may authorize the Board to fix an appropriate remuneration to the statutory auditors for the FY 2025-26.
7. Shareholders are requested to intimate immediately as and when there is any change in their addresses registered with the Company, their PAN, KYC details to the Bigshares Services (P) Ltd. Company's RTAs. For submitting KYC related information including updation of PAN, address etc., Members may access relevant KYC forms at <https://www.hoclindia.com/form-download>.
8. The Register of Members and Share Transfer Books of the Company will be remain closed **from Saturday, 20th September, 2025 to Friday, 26th September, 2025 (both days inclusive).**
9. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013 and the Register of contracts or arrangements in which the directors are interested, maintained under Section 189 of the Act will be available electronically for inspection by the members during the



- AGM. All documents referred to in the notice, if any, will be available for electronic inspection without payment of any fee by the members from the date of circulation of this notice up to the date of 64th AGM. Members desiring inspection of such documents can send their request in writing to cs@hoclindia.com.
10. In compliance with Section 108 of the Act, read with the corresponding rules and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI LODRR") the Company has provided a facility to its members to exercise their votes electronically through the ("e-voting") facility provided by the NSDL. Members who have cast their votes by remote e-voting prior to the AGM may participate in the AGM but shall not be entitled to cast their votes again. The manner of voting remotely by members holding shares in dematerialized mode, physical mode and for members who have not registered their email addresses is provided in the instructions for e-voting section which forms part of this notice. Boards of Directors have appointed ASKBN & Company, Practicing Company Secretaries, as the scrutinizer to scrutinize the e-voting in a fair and transparent manner.
 11. The voting rights of the members shall be proportionate to the shares held by them in the paid-up equity share capital of the company as on the cut – off date i.e. **Friday, 19th September, 2025**. A person who is not a member as on the cut-off date is requested to treat this notice for information only.
 12. The remote e-voting would commence on **Tuesday, 23rd September, 2025 (9:00 a.m. IST) and ends on Thursday, 25th September, 2025 (5:00 p.m. IST)**. During the period, members holding shares either in physical or dematerialized form as on cut-off date (record date) i.e. as on 19th September, 2025 may cast their votes electronically. The e-voting module will be disabled by the NSDL for voting thereafter. A member will not be allowed to vote again on any resolution on which vote has already been cast.
 13. The facility for the voting during the AGM will also be made available. Members present in the AGM through VC and who have not cast their vote on resolutions through remote e-voting and are not otherwise barred from doing so, shall be eligible to vote through the e-voting system during the AGM.
 14. The cut-off date for sending 64th AGM notice & Annual Report is 22nd August, 2025. Any person who acquires shares of the Company and becomes a member of the Company after sending of the notice and holding shares as of the cut-off date may obtain login ID and password by sending a request at evoting@nsdl.com or at cs@hoclindia.com. For login/e-voting method, shareholders shall refer instruction portion given in this notice.
 15. In compliance with MCA/SEBI circulars, the 64th Annual Report FY 2024-25, the notice of 64th AGM and instructions for e-voting are being sent only through electronic vote to those members whose email addresses are registered with the Company/ depository participant(s) as on the cut-off date i.e. 22nd August, 2025. Physical copy of the AGM notice along with Annual Report FY 2024-25 shall be sent to those members who request for the same.
 16. We urge members to support our commitment to environmental protection by choosing to receive the Company's communication through email. Members holding shares in demat mode, who have not registered their email addresses are requested to register their email addresses with their respective depository participants and members holding shares in physical mode are requested to update their email addresses with the Company's RTA M/s. Big share Services Pvt. Ltd. at investor@bigshareonline.com or vinod.y@bigshareonline.com to receive the copies of the Annual Report FY 2024-25 and other communications from the Company in electronic mode.
 17. Members may also note that the notice of 64th AGM and the Annual Report FY 2024-25 will also be available on the Company's website <https://www.hoclindia.com/agm>, website of stock exchange i.e. BSE Limited at www.bseindia.com and on the website of the NSDL.
 18. In compliance with Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time, securities of listed companies can be transferred only in dematerialized form with effect from 01st April, 2019 except in case of request received for transmission or transposition of securities. In view of this and to eliminate all risks associated with the physical shares and for ease of portfolio management, members holding shares in physical form are requested to consider converting their holdings to dematerialized form. Members can contact the Company or Company's RTA viz. M/s. Big share Services Pvt. Ltd. for any assistance in this regard.
 19. SEBI has mandated the submission of PAN by every participant in securities market. Members holding shares in electronic form are therefore, requested to submit their Pan to their depository participants. Members holding shares in physical form are required to submit their PAN details to the RTA i.e. M/s. Big share Services Pvt. Ltd.
 20. SEBI has established a common Online Dispute Resolution Portal (ODR Portal) for resolution of disputes arising in the Indian Securities. After exhausting the option to resolve the grievances with RTA/Company directly and through existing SCORES platform, the investors can initiate dispute resolution through the SMART ODR portal i.e. <https://smartodr.in/login>
 21. Since the AGM will be held through VC/ OAVM, proxy form, attendance slip and route map are not annexed to this notice.
 22. Shareholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, e-mail id, mobile number at cs@hoclindia.com on or before Wednesday, 19th September, 2025. The same will be replied by the company suitably through e-mail.
 23. Shareholders who would like to register themselves as Speaker may do so by sending their request in advance at least 7 days prior to AGM mentioning their name, demat account number/folio number, e-mail ID, mobile number at cs@hoclindia.com.
- THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING VIRTUAL GENERAL MEETING ARE AS UNDER:**
1. Pursuant to various circulars issued by MCA and SEBI including any other applicable circulars and notifications issued (including any statutory modifications or re-enactment thereof for the time being in force and as amended from time to time, companies are allowed to hold AGM through Video Conferencing (VC) or other audio visual means (OAVM), without the physical presence of members at a common venue. In compliance with the said Circulars, AGM shall be conducted through VC / OAVM.
 2. Pursuant to the Circular No. 14/2020 dated April 08, 2020, issued by the Ministry of Corporate Affairs, the facility to appoint proxy to attend and cast vote for the members is not available for this AGM. However, the Body Corporates are entitled to appoint authorised representatives to attend the EGM/AGM through VC/OAVM and participate there at and cast their votes through e-voting.
 3. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the EGM/AGM through VC/OAVM will be made available for 1000 members on first come first served basis.



This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the AGM without restriction on account of first come first served basis.

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 Companies Act, 2013.
5. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) the Secretarial Standard on General Meetings (SS-2) issued by the ICSI and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and the Circulars issued by the Ministry of Corporate Affairs from time to time the Company is providing facility of remote e-Voting to its Members in respect of the business to be transacted at the EGM/ AGM. For this purpose, the Company has engaged National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-Voting system as well as e-voting on the date of the AGM is provided by NSDL.
6. In line with the MCA circulars, the Notice calling the AGM has been uploaded on the website of the Company at <https://www.hocindia.com/aggm>. The Notice can also be accessed from the websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively and the AGM Notice is also available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. www.evoting.nsdl.com.
7. AGM has been convened through VC/OAVM in compliance with applicable provisions of the Companies Act, 2013 read with MCA Circular issued from time to time

THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING GENERAL MEETING ARE AS UNDER:-

The remote e-voting period begins Tuesday, 23rd September, 2025 (9:00 a.m. IST) and ends on Thursday, 25th September, 2025 (5:00 p.m. IST). The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members / Beneficial Owners as on the record date (cut-off date) i.e. Friday, 19th September, 2025, may cast their vote electronically. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date, being Friday, 19th September, 2025.

How do I vote electronically using NSDL e-Voting system?





The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode

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

Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"> 1. For OTP based login you can click on https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp. You will have to enter your 8-digit DP ID, 8-digit Client Id, PAN No., Verification code and generate OTP. Enter the OTP received on registered email id/ mobile number and click on login. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. 2. Existing IDeAS user can visit the e-Services website of NSDL Viz. https://eservices.nsdl.com either on a Personal Computer or on a mobile. On the e-Services home page click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. 3. If you are not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select "Register Online for IDeAS Portal" or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp 4. 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. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. 5. Shareholders/Members can also download NSDL Mobile App "NSDL Speede" facility by scanning the QR code mentioned below for seamless voting experience. <p>NSDL Mobile App is available on</p> <p>  App Store  Google Play </p> <div style="display: flex; justify-content: space-around;">   </div>



Individual Shareholders holding securities in demat mode with CDSL	<ol style="list-style-type: none"> Users who have opted for CDSL Easi / Easiest facility, can login through their existing 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 user your existing my easi username & password. After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit 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 & 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 a e-Voting link available on www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting 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. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned 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.com or call at 022 - 4886 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. 1800-21-09911

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?

- 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.
- 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, 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.

- 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***

- Password details for shareholders other than Individual shareholders are given below:

- If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
- 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.
- How to retrieve your 'initial password'?
 - 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.com 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 bhavya@legalcrew.co.in with a copy marked to evoting@nsdl.com. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "Upload Board Resolution / Authority Letter" displayed under "e-Voting" tab in their login.

2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on www.evoting.nsdl.com to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on.: 022 - 4886 7000 or send a request to Ms. Pallavi Mhatre at evoting@nsdl.com

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

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to cs@hoclindia.com
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to cs@hoclindia.com. If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A)** i.e. **Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.**
3. Alternatively shareholder/members may send a request to evoting@nsdl.com for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

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

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

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

1. 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. Members are encouraged to join the Meeting through Laptops for better experience.
3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is

therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.

5. Shareholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at cs@hoclindia.com. The same will be replied by the company suitably.
6. Shareholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, e-mail id, mobile number at cs@hoclindia.com on or before Wednesday, 19th September, 2025. The same will be replied by the company suitably through e-mail.
7. Shareholders who would like to register themselves as Speaker may do so by sending their request in advance at least 7 days prior to AGM mentioning their name, demat account number/folio number, e-mail ID, mobile number at cs@hoclindia.com.

**EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF COMPANIES ACT, 2013****Item No.4: Appointment of Shri Subodh Kumar (DIN 11193532) as Non-Official Part-time Independent Director**

As per the Articles of Association of the Company, power to appoint Directors vest with the President of India, through the Administrative Ministry. Accordingly, Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals, Government of India vide Office Order no. P-53011/1/2025-CHEM.I-CPC dated 21.05.2025 appointed Shri Subodh Paswan, as part time Non-Official Director (Independent Director) on the Board of Hindustan Organic Chemicals Limited (HOCL) for a period of three (3) years with effect from the date of notification of the appointment order, or until further orders whichever is earlier.

The Company has received all statutory disclosures/declarations from him as required under the provisions of Companies Act, 2013. The Board of Director in their meeting held on 13.08.2025 taken on record the Government Order appointing Shri Subodh Kumar as Non-Official Director (Independent Director) on the Board of HOCL.

As per Articles of Association, though the power to appoint Directors of HOCL vest with Government of India, as per the provisions of Section 152(2) of the Companies Act, 2013, every director shall be appointed by the company in general meeting. Further, as stipulated under Regulation 17 (1C) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015), approval of the shareholders for the appointment of person on the Board of Public Sector companies (PSUs) shall be taken in the next general meeting. Hence, the Board recommends the resolution set forth in Item No.4 for the approval of members by way of Special Resolution.

None of the Directors or Key Managerial Personnel of the Company or their relatives except Shri Subodh Kumar, to whom the resolution relates, is interested in or concerned, financially or otherwise, in passing the proposed Special Resolution set out in item no.4.

Item No.5: Appointment of Shri Vinay Kumar Sharma (DIN 03604125) as Non-Official Part-time Independent Director

As per the Articles of Association of the Company, power to appoint Directors vest with the President of India, through the Administrative Ministry. Accordingly, Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals, Government of India vide Office Order no. P-53013/8/2019-CHEM.III-CPC dated 05.06.2025 appointed Shri Vinay Kumar Sharma, as part time Non-Official Director (Independent Director) on the Board of Hindustan Organic Chemicals Limited (HOCL) for a period of One (1) year with effect from the date of notification of the appointment order, or until further orders whichever is earlier.

The Company has received all statutory disclosures/declarations from him as required under the provisions of Companies Act, 2013. The Board of Director in their meeting held on 13.08.2025 taken on record the Government Order appointing Shri Vinay Kumar Sharma as Non-Official Director (Independent Director) on the Board of HOCL.

As per Articles of Association, though the power to appoint Directors of HOCL vest with Government of India, as per the provisions of Section 152(2) of the Companies Act, 2013, every director shall be appointed by the company in general meeting. Further, as stipulated under Regulation 17 (1C) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015), approval of the shareholders for the appointment of person on the Board of Public Sector companies (PSUs) shall be taken in the next general meeting. Hence, the Board recommends the resolution set forth in Item No.5 for the approval of members by way of Special Resolution.

None of the Directors or Key Managerial Personnel of the Company or their relatives except Shri Vinay Kumar Sharma, to whom the resolution relates, is interested in or concerned, financially or otherwise, in passing the proposed Special Resolution set out in item no.5.

Item No.6: Appointment of Ms Vandana (DIN 11259725) Director, Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Government of India as Government Nominee Director

As per the Articles of Association of the Company, power to appoint Directors vest with the President of India, through the Administrative Ministry. Accordingly, Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals, Government of India vide Office Order No. P-51011/6/2011-32 dated 10.06.2025 appointed Ms Vandana, Director, DCPC as Government Nominee Director on the Board of Hindustan Organic Chemicals Limited (HOCL) w.e.f 10.06.2025 for a period of three (3) years or until further orders, whichever is earlier in place of Shri Kanish Kant Srivastava.

The Company has received all statutory disclosures/declarations from her as required under the provisions of Companies Act, 2013. The Board of Director in their meeting held on 13.08.2025 taken on record the Government Order appointing Ms Vandana as Government Nominee Director.

As per Articles of Association, though the power to appoint Directors of HOCL vest with Government of India, as per the provisions of Section 152(2) of the Companies Act, 2013, every director shall be appointed by the company in general meeting. Further, as stipulated under Regulation 17 (1C) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015), approval of the shareholders for the appointment of person on the Board of Public Sector companies (PSUs) shall be taken in the next general meeting. Hence, the Board recommends the resolution set forth in Item No.6 for the approval of members by way of ordinary resolution.

None of the Directors or Key Managerial Personnel of the Company or their relatives except Ms Vandana, to whom the resolution relates, is interested in or concerned, financially or otherwise, in passing the proposed Ordinary Resolution set out in item no.6.

Item No.7: Ratification of remuneration of the Cost Auditor for the financial year 2025-26

In accordance with the provisions of Section 148 of Companies Act, 2013 ("the Act") read with the Companies (Audit and Auditors) Rules, 2014 ("the Rules") the Company is required to appoint cost auditors to audit the cost records of the Company for the products and services specified under rules issued in pursuance to the above section. The Board of Directors, has re-appointed M/s. B.B.S. Associates., Cost Accountants as Cost Auditors of the Company to conduct the cost audit of cost records maintained by the company for the FY 2025-26 at a total fee of Rs. 50,000/- plus GST and to issue compliance certificate thereof and to give cost audit report for the FY 2025-26 and for assisting in preparation & e-filing of Cost Audit Reports related XBRL e-forms in respect of Kochi unit products for the FY 2025-26.

M/s. B.B.S. Associates have furnished certificates regarding their eligibility for appointment as cost auditors of the Company. In accordance with the provisions of Section 148 of Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to the cost auditors shall be ratified by the shareholders of the Company by way of Ordinary Resolution. Accordingly, consent of members is sought for the said purpose.

The Board of Directors accordingly recommends the passing of proposed Ordinary Resolution set forth in Item No. 7 of the notice for approval by the members.



None of the Directors or Key Managerial Personnel of the Company or their relatives have any concern or interest, financially or otherwise in passing of the said Ordinary Resolution set out in item no.7.

Item no. 8: Appointment of M/s. S Basu & Associates as Secretarial Auditor for five financial years from financial year 2025-2026

Pursuant to the provisions of Regulation 24A of the Listing Regulations, as amended, a listed entity shall appoint or re-appoint a Peer Reviewed Company Secretary as Secretarial Auditor for a term of five years with the approval of shareholders at the Annual General Meeting. Accordingly, the Board of Directors in their meeting held on 13.08.2025, inter-alia recommended the appointment of M/s. S Basu & Associates, Company Secretaries (ICSI Unique Code: S2017WB456500), for carrying out the secretarial audit for a term of five consecutive years, commencing from the financial year 2025-26 to 2029-30 for an audit fee of Rs.63,750/- (GST extra) for five years.

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

The Board recommends the Ordinary Resolution as set out in Item No. 8 for approval of the members.

Item No.9: Reduction of Paid-up capital due to waiver of Preference Shares by Government of India

Government of India during the year 2006-07 had provided Rs.270.00/- Crore for financial restructuring of Rasayani unit of the company located in Maharashtra against the allotment of redeemable preference shares thereby broadening the capital bases of HOCL. In order to accommodate the investment in the form of preference shares, the Authorized capital was enhanced to Rs.370.00/- Crore during the year 2007 after necessary

approval of Board and shareholders. Further, the paid up capital was also increased to Rs.337.17 Cr. consequent to the allotment of preference shares.

Ministry of Chemicals & Fertilizers, Government of India vide Order No.1600/9/2024-IFD dated 21.03.2025 informed that the Parliament has approved waiving off of Government of India dues of HOCL amounting to Rs. 1,351.38/- crores. The Government of India dues comprises of Gol loan, Interest on Gol loan, Preference shares, Interest /penalty of preference shares.

Considering the waiver of Preference shares amounting to Rs.270 Cr., (2700000000 at Rs.10/- each) it is proposed to reduce the paid up capital by cancelling the preference share component. The Board of Directors in their meeting held on 13.08.2025 approved the proposal subject to the approval of shareholders.

Accordingly, the Board of Directors recommends the passing of proposed Special Resolution set forth in Item No. 9 of the notice for approval by the members.

None of the Directors or Key Managerial Personnel of the Company or their relatives have any concern or interest, financially or otherwise in passing of the said special resolution set out in item no.9.

By Order of the Board of Directors

Sd/-
Subramonian H
Company Secretary
[ACS 28380]

Place: Emakulam, Kerala
Date: 13.08.2025



ADDITIONAL INFORMATION OF DIRECTORS SEEKING APPOINTMENT/ RE-APPOINTMENT AT THE 64th ANNUAL GENERAL MEETING AS REQUIRED UNDER REGULATION 36(3) OF THE SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015, AND SECRETARIAL STANDARDS 2 ISSUED BY INSTITUTE OF COMPANY SECRETARIES OF INDIA

1. Brief profile of Shri Manoj Sethi

DIN	00301439
Date of Birth	19.09.1968
Date of original appointment	22.11.2023
Relationship with Directors/KMP	None
Shareholding in the company	None
Remuneration proposed to be paid	None
Expertise in specific functional area & brief resume	Shri Manoj Sethi is holding MA, LL.B. He is currently working as Joint Secretary & Financial Advisor (JS&FA) in Ministry of Chemicals Fertilizers, Govt. of India.
List of directorships in other Listed Companies	One (1) The Fertilisers and Chemicals Travancore Limited (FACT)
Membership of the committee of other listed companies	Nil
Details of Listed entities from which Director has resigned in the past three years	Nil
Terms of appointment	Ministry of Chemicals & Fertilizers, Government of India vide Office Memorandum No.P-51015/12/2014-CHEM.III- CPC dated 22 nd November, 2023 had conveyed appointment of Shri Manoj Sethi Joint Secretary & Financial Advisor (JS&FA), Ministry of Chemicals & Fertilizers as Government Nominee Director in the Board of Hindustan Organic Chemicals Limited (HOCL). The terms and conditions of the appointment is decided by the Ministry.
Number of Board Meetings attended during 2024-25	Eight (8) out of Nine (9)

2. Brief profile of Shri Subodh Kumar

DIN	11193532
Date of Birth	10.01.1974
Date of original appointment	21.05.2025
Relationship with Directors/KMP	None
Shareholding in the company	None
Remuneration proposed to be paid	None
Expertise in specific functional area & brief resume	Shri Subodh Kumar is Graduate and a business man.
List of directorships in other Listed Companies	None
Membership of the committee of other listed companies	Nil
Details of Listed entities from which Director has resigned in the past three years	Nil

Terms of appointment	Ministry of Chemicals & Fertilizers, Government of India vide Office Order No. P-53011/1/2025-CHEM.I-CPC dated 21.05.2025 appointed Shri Subodh Paswan, as part time Non-Official Director (Independent Director) on the Board of Hindustan Organic Chemicals Limited (HOCL) for a period of three (3) years with effect from the date of notification of the appointment order, or until further orders whichever is earlier. The terms and conditions of the appointment is decided by the Ministry.
Number of Board Meetings attended during 2024-25	NA

3. Brief profile of Shri Vinay Kumar Sharma

DIN	03604125
Date of Birth	31.05.1978
Date of original appointment	05.06.2025
Relationship with Directors/KMP	None
Shareholding in the company	None
Remuneration proposed to be paid	None
Expertise in specific functional area & brief resume	Shri Vinay Kumar Sharma is a social activist who holds Bachelor degree in Business Administration, Master degree in Economics and Social Work from Devi Ahilya Vishwavidyalaya (DAVV), Indore. He possesses a diverse and wide ranging experience in the areas of Management, Finance, Sales, Marketing, Corporate Governance and planning. He has been Regional Head Credit in IndusInd Bank (from 2002 to 2008) and Regional Relationship Manager Head Project Accounts in ICICI Bank Limited (from 2008 to 2012). He is presently active in the field of organic farming.
List of directorships in other Listed Companies	None
Membership of the committee of other listed companies	Nil
Details of Listed entities from which Director has resigned in the past three years	Nil
Terms of appointment	Ministry of Chemicals & Fertilizers, Government of India vide Office Order No. P-53013/8/2019-CHEM.III-CPC dated 05.06.2025 appointed Shri Vinay Kumar Sharma, as part time Non-Official Director (Independent Director) on the Board of Hindustan Organic Chemicals Limited (HOCL) for a period of One (1) year with effect from the date of notification of the appointment order, or until further orders whichever is earlier. The terms and conditions of the appointment is decided by the Ministry.
Number of Board Meetings attended during 2024-25	NA

**4. Brief profile of Ms Vandana**

DIN	11259725
Date of Birth	20.05.1984
Date of original appointment	10.06.2025
Relationship with Directors/KMP	None
Shareholding in the company	None
Remuneration proposed to be paid	None
Expertise in specific functional area & brief resume	Ms Vandana is an Indian Revenue Service Officer from the 2010 batch. She has completed M.Sc. in Biotechnology from IIT Roorkee in 2007. She has worked extensively in Indirect Tax Administration dealing with GST, Customs, Central Excise and Service Tax related matters from 2010-2024. She was posted at various locations including Pune, Mumbai and New Delhi. Presently, Ms Vandana is posted as Director in Department of Chemicals and Petrochemicals since April, 2024. She is looking after BIS standards, Quality Control Orders, Foreign Trade Policy and issues of the Petrochemicals and Plastic Industries. She has also participated in the intersessional open-ended expert groups established by the Intergovernmental Negotiating Committee to develop an international legally binding instrument on plastic pollution.

List of directorships in other Listed Companies	None
Membership of the committee of other listed companies	Nil
Details of Listed entities from which Director has resigned in the past three years	Nil
Terms of appointment	Ministry of Chemicals & Fertilizers, Government of India vide Office Order No. P-51011/6/2011-32 dated 10.06.2025 appointed Ms Vandana, Director, DCPC as Government Nominee Director on the Board of Hindustan Organic Chemicals Limited (HOCL) w.e.f 10.06.2025 for a period of three (3) years or until further orders, whichever is earlier in place of Shri Kanish Kant Srivastava. The terms and conditions of the appointment is decided by the Ministry.
Number of Board Meetings attended during 2024-25	NA