

ADVANCED ENZYME TECHNOLOGIES LIMITED

(CIN: L24200MH1989PLC051018)

Registered Office: A Wing, 5th Floor, Sun-Magnetica, Near L.I.C. Service Road, Louiswadi, Thane (W) - 400604, Maharashtra India

Email: info@advancedenzymes.com, Website: www.advancedenzymes.com

Phone: +91-22-41703200, Fax: +91-22-25835159

NOTICE OF ADJOURNED 29TH ANNUAL GENERAL MEETING

Notice is hereby given that the adjourned 29th Annual General Meeting ('AGM') of Members of Advanced Enzyme Technologies Limited ('Company') will be held on Friday, September 21, 2018 at 11.30 a.m. at Shehnai Banquet Hall, Shahid Mangal Pandey Road, Louiswadi, Thane (W) - 400604, Maharashtra, India, to transact the following business :

Ordinary Business *:

To consider & expressly resolve not to fill the vacancy of the Director in place of Mr. Chandrakumar Rathi (DIN 00365691), who retired by rotation at the 29th Annual General Meeting of the Company.

[* with reference to the ordinary business item no. 3 as mentioned in the notice convening 29th Annual General Meeting of the Company i.e. AGM notice dated August 11, 2018]

Notes:

Pursuant to Section 152(7)(a) of the Companies Act, 2013, if the vacancy of the retiring director is not filled-up and the (annual general) meeting ["AGM"] has not expressly resolved not to fill the vacancy, the AGM shall stand adjourned till the same day in the next week, at the same time and place, or if that day is a national holiday, till the next succeeding day which is not a holiday, at the same time and place. In the 29th AGM of the Company held on September 14, 2018 (Friday), the resolution no. 3 related 'to appointment of a Director in place of Mr. Chandrakumar Rathi (DIN 00365691), who retires by rotation and being eligible, offers himself for re-appointment' was put to vote and lost (not passed) based on the Scrutinizer's report dated September 15, 2018. In view of the said provisions, the AGM stands adjourned only for the aforesaid business item (mentioned in bold above) on September 21, 2018 (Friday) at 11.30 a.m. at the same venue i.e. Shehnai Banquet Hall, Shahid Mangal Pandey Road, Louiswadi, Thane (W) - 400604, Maharashtra, India.

Other instructions including e-voting instructions:

1. Members are provided with the facility to cast their votes on the resolution set forth above using electronic voting system from a place other than the venue of the adjourned AGM ('remote e-voting'). The Company has engaged the services of Central Depository Services (India) Limited to provide remote e-voting facility.
2. Remote e-voting shall commence on September 18, 2018 (Tuesday) at 9.00 AM (IST) and ends on September 20, 2018 (Thursday) at 5.00 PM (IST). The remote e-voting module shall be disabled by CDSL for e-voting thereafter.
3. Once the vote on the resolution is cast electronically by the Member, the Member shall not be able to change it subsequently.

4. The Members holding shares of the Company either in physical or in dematerialized form as on cut-off date i.e. September 07, 2018 (“Cut-Off Date”) being the same date as was fixed for 29th Annual General Meeting shall be entitled to avail the facility of remote e-voting.
5. Any Member of the Company holding shares as on the cut-off date i.e. September 07, 2018 may obtain User ID and Password by sending a request to helpdesk.evoting@cdslindia.com or to the Company’s Registrar & Transfer Agents or to the Company.
6. The facility for voting through ballot/ polling paper shall be made available at the venue of Adjourned AGM. The Members who will be attending the Adjourned AGM and who have not cast their vote through remote e-voting shall be able to exercise their voting rights at Adjourned AGM. The Members who have already cast their vote through remote e-voting may attend the AGM but shall not be entitled to cast their vote again at the Adjourned AGM.
7. In case of any queries pertaining to e- voting, you may refer to the “Frequently Asked Questions (FAQs)” and “e-voting user manual” for Members available on www.evotingindia.com or contact at Toll Free No. 1800225533 / helpdesk.evoting@cdslindia.com. In case of any grievance connected with e-voting, Members may contact Mr. Rakesh Dalvi, CDSL, 25th Floor, Marathon Futurex, N. M. Joshi Marg, Lower Parel (East), Mumbai - 400 013, e-mail: rakeshd@cdslindia.com or Mr. Sanjay Basantani, Company Secretary at sanjay@advancedenzymes.com, Tel No.: +91-22-41703200
8. This notice including **Attendance slip & Proxy Form for the business mentioned above** are available on the Company’s website <https://www.advancedenzymes.com/> and on the CDSL’s website <https://www.evotingindia.com/>
9. Other remaining instructions / details related to (a) e-voting instructions (b) appointment of any proxy (except as otherwise mentioned in this notice & the instructions mentioned hereinafter) shall be same as mentioned in the AGM notice dated August 11, 2018

**By Order of the Board
For Advanced Enzyme Technologies Limited**

Thane, September 17, 2018

**Sanjay Basantani
Company Secretary & Head – Legal
(Membership No. 19637)**

Proxy & e-voting instructions (which forms integral part of the aforesaid notice):

1. The instructions for Shareholders / Members voting electronically are as under:
 - i. **The e-voting period begins on September 18, 2018 (Tuesday) at 9.00 AM (IST) and ends on September 20, 2018 (Thursday) at 5.00 PM (IST).** During this period, Members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (Cut-Off Date) of September 7, 2018 (Friday), being the same date as was fixed for 29th Annual General Meeting shall be entitled to avail the facility of remote e-voting, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
 - ii. The Members should log on to the e-voting website (www.evotingindia.com)
 - iii. Click on Shareholders/ Members.
 - iv. Now Enter your User ID

- a. For CDSL: 16 digits beneficiary ID,
 - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- v. Next enter the Image Verification as displayed and Click on Login.
- vi. If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
- vii. If you are a first time user follow the steps given below:

For Members holding shares in Demat Form and Physical Form	
PAN	<ul style="list-style-type: none"> • Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) • Members who have not updated their PAN with the Company /Depository Participants are requested to enter the sequence number which is printed on covering letter to Annual Report and AGM Notice, under the “Password/PAN” field. • In case the sequence number is less than 8 digits enter the applicable number of 0’s before the number after the first two characters of the name in CAPITAL letters. <p>Eg: If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</p>
Dividend Bank Details or Date of Birth (DOB)	<ul style="list-style-type: none"> • Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. • If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (iv).

- viii. After entering these details appropriately, click on “SUBMIT” tab.
- ix. Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatory enter their login password in the new password field. Kindly note that this password is to be used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that such company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
 - x. For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained herein.
 - xi. Click on the EVSN for **ADVANCED ENZYME TECHNOLOGIES LIMITED** on which you choose to vote.

- xii. On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- xiii. Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- xiv. After selecting the resolution you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed.
- If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote
- xv. Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- xvi. You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.
- xvii. If Demat account holder has forgotten the changed password then enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- xviii. Members can also cast their vote using CDSLs mobile app 'm-Voting' available for android based mobiles, the m-Voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- xix. Note for Non - Individual Shareholders and Custodians.
- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporate.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details a compliance user should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
 - The list of accounts should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
 - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- xx. In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com.

Other details on e-voting & appointment of proxy:

1. The voting rights of the Members shall be in proportion of the shares held by them in paid-up equity share capital of the Company as on the Cut-Off Date. A person who is not the member as on Cut-Off Date should treat this notice for information purpose only.

2. Mr. Shiv Hari Jalan (C.P. No. 4226), Practicing Company Secretary, shall be the Scrutinizer to Scrutinize the E-Voting process (Including the Poll at the adjourned Annual General Meeting) in a fair and transparent manner.
3. The Scrutinizer shall, within a period not exceeding two days from the conclusion of the e-voting period & after conclusion of adjourned AGM, unblock the votes in the presence of at least two witnesses (not in the employment of the Company) and a Scrutinizer's Report of the votes cast in the favor or against, if any, shall be submitted to the Chairman or any Director of the Company (as may be authorized). The result would be declared and displayed at the Registered Office of the Company, intimated to CDSL and Stock Exchanges where the Company's securities are listed and displayed along with the Scrutinizer's report on the Company's website (www.advancedenzymes.com) and CDSLs website (www.evotingindia.com).
4. Member who have not voted electronically on the resolution(s) mentioned in the Notice, and are present at adjourned AGM, shall be provided voting facility by Poll Paper at the adjourned AGM.
5. Member can opt for only one mode of voting i.e. either through electronically or through Physical Ballot form / Poll Paper. If a member cast his/her vote by both modes, than voting done electronically shall prevail and the vote by physical form(s) shall be treated as invalid. The result declared along with Scrutinizer's report shall be placed on the Company's website, www.advancedenzymes.com, and on the website of the CDSL www.evotingindia.com within two days of the passing of the resolutions at the adjourned AGM of the Company and shall be communicated to the Stock Exchanges where the shares of the Company are listed.
6. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ADJOURNED ANNUAL GENERAL MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF / HERSELF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY. A PERSON SHALL NOT ACT AS PROXY FOR MORE THAN FIFTY (50) MEMBERS AND HOLDING IN AGGREGATE NOT MORE THAN TEN (10) PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS. A PERSON HOLDING MORE THAN TEN (10) PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS MAY APPOINT A SINGLE PERSON AS PROXY AND SUCH PERSON SHALL NOT ACT AS PROXY FOR ANY OTHER PERSON OR SHAREHOLDER. PROXY SUBMITTED ON BEHALF OF ANY COMPANY, SOCIETY, ENTITY ETC. MUST BE SUPPORTED BY AN APPROPRIATE RESOLUTION/ AUTHORITY LETTER, AS APPLICABLE.
7. In order to be effective, the Proxy form, as annexed hereto, should be deposited at the Registered Office of the Company duly completed, stamped and signed not later than forty-eight (48) hours before the scheduled time for commencement of the adjourned AGM. Blank or incomplete, unstamped or inadequately stamped and undated proxies will be considered as invalid. If the Company receives multiple proxies for the same holdings of a Member, the proxy which is dated last will be considered as valid.
8. Every Member entitled to vote at the adjourned AGM of the Company can inspect the proxies lodged at the Company at any time during the business hours of the Company during the period beginning twenty four (24) hours before the time fixed for the commencement of the adjourned AGM. However a prior notice of not less than 3 (three) days in writing of the intention to inspect the proxies lodged shall be provided to the Company.

ADVANCED ENZYME TECHNOLOGIES LIMITED

CIN: L24200MH1989PLC0510108

Registered Office : Sun-Magnetica, A Wing, 5th Floor, Near LIC Service Road, Louis Wadi,
Thane (W) – 400 604.

Website : www.advancedenzymes.com; Email: info@advancedenzymes.com

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ATTENDANCE SLIP

**ADJOURNED TWENTY NINTH ANNUAL GENERAL MEETING OF THE COMPANY
TO BE HELD ON FRIDAY, SEPTEMBER 21, 2018 AT 11.30 A.M.**

REG. FOLIO NO. _____ DP ID / CLIENT ID _____

I certify that I am a registered shareholder / proxy for the registered shareholder of the Company. I hereby record my presence at Adjourned Twenty Ninth Annual General Meeting of the Company at Shehnai Banquet Hall, Shahid Mangal Pandey Road, Louiswadi, Opposite Louis Wadi Police Chowki, Thane (West) – 400604, Maharashtra, India on Friday, September 21, 2018 at 11.30 a.m.

No. of Shares held:

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Member's/ Proxy's name in BLOCK Letters

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Member's /Proxy's Signature

Note: Please fill the attendance slip and hand it over at the ENTRANCE. Kindly refer next page for AGM venue route map

Please read the following details including remote e-voting instructions provided in the aforesaid notice. The details provided hereunder shall form integral part of the aforesaid notice:

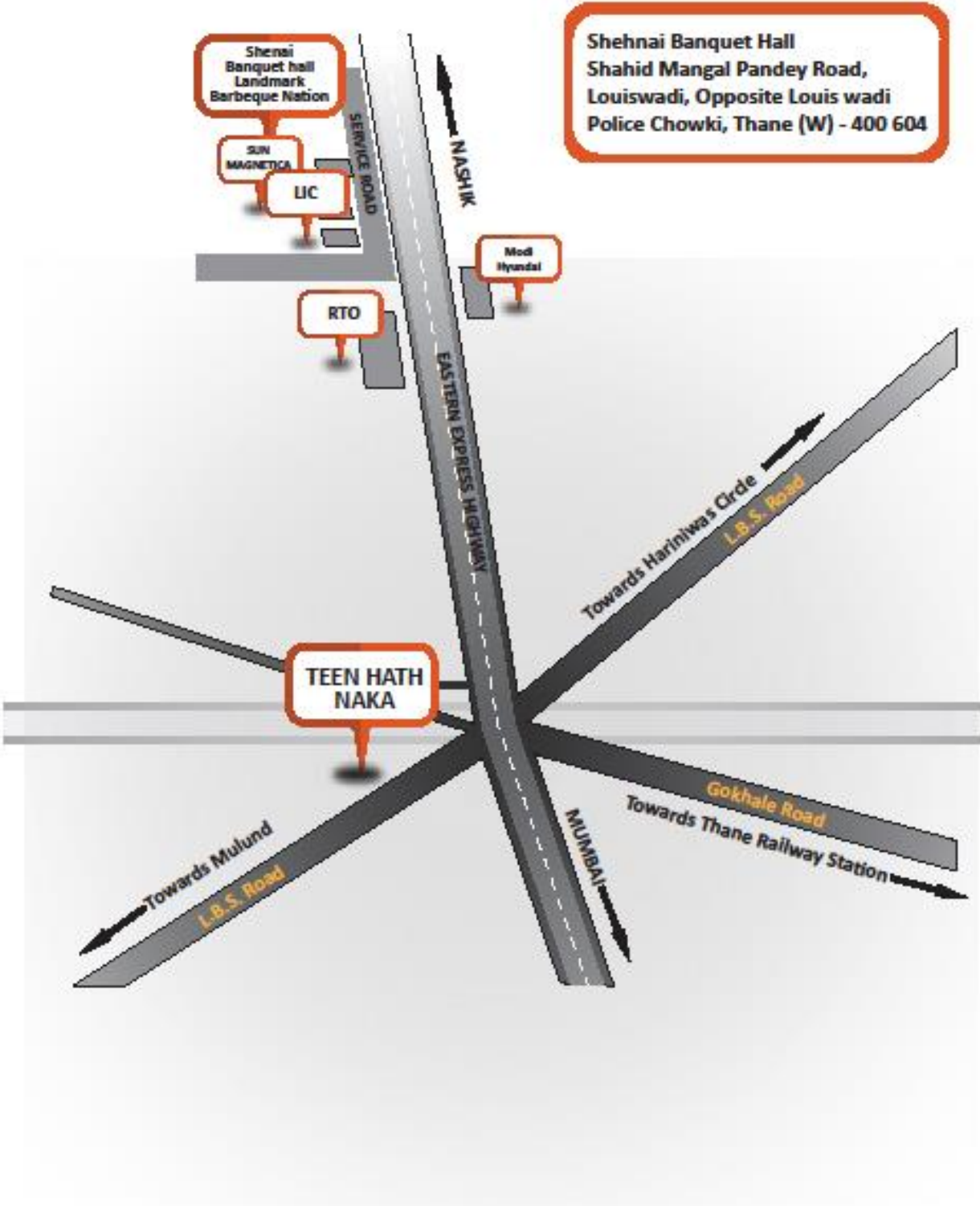
E-voting particulars:

EVSN	User ID	Password / PAN
180917041	Refer e-voting instructions above	

The remote e-voting facility will be available during the following period:

Commencement of e-voting	End of e-voting
September 18, 2018 (Tuesday) at 09.00 a.m. IST	September 20, 2018 (Thursday) at 05.00 p.m. IST

Venue Road Map



ADVANCED ENZYME TECHNOLOGIES LIMITED

CIN: L24200MH1989PLC0510108

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**FORM NO MGT-11
PROXY FORM**

(Pursuant to Section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies
(Management and Administration) Rules, 2014)

Name of the Member(s):

Registered Address :

E mail Id :

Folio No/Client ID :

DP ID :

I/We, being the member(s) of shares of the above named company, hereby appoint:

(1) Name.....
Address

Email Id

Signature....., or failing him

(2) Name.....
Address

Email Id

Signature....., or failing him

(3) Name.....
Address

Email Id

Signature.....

as my/our proxy to attend and vote (on a poll) for me /us and on my/our behalf at the adjourned 29th Annual General Meeting of the Company, to be held on Friday, September 21, 2018 at 11.30 a.m. at “Shehnai Banquet Hall, Shahid Mangal Pandey Road, Louiswadi, Opposite Louis Wadi Police Chowki, Thane (W) – 400604, Maharashtra, India” and at any adjournment thereof in respect of such resolution as is indicated below:

Sr. No.	Resolution	Vote		
		For	Against	Abstain
Ordinary Business				
1.	To consider & expressly resolve not to fill the vacancy of the Director in place of Mr. Chandrakumar Rathi (DIN 00365691), who retired by rotation at the 29th Annual General Meeting of the Company.			

Signed this day of..... 2018

Signature of Shareholder : _____

Signature of Proxy Holder(s) : _____

Affix Revenue Stamp Re 1/-

Notes:

1. This form of Proxy in order to be effective, should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the meeting.
2. It is optional to indicate your preference. If you leave the for, against, or abstain column blank against any or all resolutions, your proxy will be entitled to vote in the manner as he/she may deem appropriate.
3. Members are requested to note that a person can act as proxy on behalf of not more than 50 members and holding in the aggregate of not more than ten percent of the total share capital of the company carrying voting rights. In case a proxy is proposed to be appointed by a member holding more than 10% of the total share capital of the company carrying voting rights, then such person shall not act as a proxy for any other member. Proxy submitted on behalf of any company, society, entity etc. Must be supported by an appropriate resolution/ authority letter, as applicable.