

Date: 26-08-2025

To,
BSE Ltd.
P. J. Towers, Dalal Street,
Fort, Mumbai – 400 023

Dear Sir/Madam,

Sub: Notice of 39th AGM and Book Closure.

BSE Code: 531210

This is to inform that the Thirty-Ninth Annual General Meeting of the members of the Company will be held on **Tuesday, 30th September, 2025, at 2.30 P.M. (IST)** through Video Conferencing or Other Audio Visual Means (OAVM) at the Registered Office of the Company, i.e. A-101, Pratik Ind. Estate, Mulund-Goregaon Link Road, Bhandup(W), Mumbai - 400 078, as permitted by various circulars issued from time to time in this regard.

As per section 108 of Companies Act, 2013, read with Rule 20 of the Companies (Management and Administration) Rule, 2014 and all applicable provisions of the SEBI(LODR) Regulations, 2015, the Company is pleased to provide to its members the facility to cast their Vote(s) through remote e-voting starting from **27th September, 2025 (9.00 a. m.) to 29th September, 2025 (5.00 p. m.)**. The cut-off date for remote e-voting will be **23rd September, 2025**. E voting facility will also be available during AGM, to those members who did not exercise e voting during the above period.

Pursuant to Regulation 42 of a SEBI (LODR), 2015, and such other applicable provisions, the Register of Member and Share Transfer Books of the Company will remain closed from **Tuesday, 23rd September, 2025 to Tuesday, 30th September, 2025 (both days inclusive)** for taking record of the Members of the Company for the purpose of **39th Annual General Meeting** of the Company scheduled to be held on **30th September, 2025**.

Copy of the AGM's Notice is attached.

Kindly take the same on your record and display the same on the website of your Stock Exchange.

Thanking you,
Yours faithfully,
FOR COLINZ LABORATORIES LTD

DR. MANI L. S.
Director & Company Secretary
Din : 00825886



Colinz Laboratories Limited

CIN NO- L24200MH1986PLC041128

Corp.Off.: A/101, Pratik Estate, Next to Fortis Hospital, Mulund Link Road, P. Box No. 17339 Mumbai - 400 078. INDIA

E-mail : colinzlabs@yahoo.com / colinzlabs@gmail.com

Mobile : 9137392123

COLINZ LABORATORIES LIMITED

(CIN: L24200MH1986PLC041128)

NOTICE

NOTICE is hereby given that the Thirty Ninth (39th) Annual General Meeting (AGM) of the members of M/s. **COLINZ LABORATORIES LIMITED** (CIN: L24200MH1986PLC041128) ("the Company") will be held on **Tuesday, 30th September, 2025, at 2.30 P. M.(IST)** through Video Conferencing or Other Audio Video Means (OAVM) for which purposes the Registered Office of the Company situated at **A-101, Pratik Industrial Estate, Mulund-Goregaon Link Road, Bhandup(W), Mumbai - 400 078**, shall be deemed as the venue for the Meeting and the proceedings of the Annual General meeting shall be deemed to be made there at, to transact the following business:

ORDINARY BUSINESS :-

Item No. 1- Adoption of Audited Financial Statements and Reports of the Directors and Independent Auditors thereon.

To receive, consider and adopt the Audited Financial Statements containing Balance Sheet as at 31st March, 2025, the Statement of Profit and Loss, Cash Flow for the financial year ended 31st March, 2025 (Financial Documents) and Report of the Board of Directors and the Independent Auditors' thereon and in this regard, pass the following resolution as an ordinary resolution;

"RESOLVED THAT the audited financial statements of the Company for the financial year ended 31st March, 2025 (Financial Documents) and the reports of the Board of Directors and Independent Auditors' thereon, as circulated to the members and laid before this meeting, be and are hereby considered and adopted."

Item No. 2 - Re-appointment of a Director Dr. Mani L. S. (Din-00825886) who retires by rotation and being eligible offers himself for reappointment.

To appoint a Director in place of Dr. Mani L.S. (Din-00825886) who retires by rotation and being eligible offers himself for re-appointment and in this regard pass the following resolution as an ordinary resolution;

"RESOLVED THAT pursuant to the provision of section 152(6) of the Companies Act, 201 Dr. Mani L. S. (Din-00825886), who retires by rotation at this meeting be and is hereby appointed as a Director of the Company, liable to retire by rotation."

SPECIAL BUSINESS(S):

Item No. 3 - Appointment of Mr. Swapnil Jayeshbhai Madiyar (DIN: 08520796) as Director (Non-Executive, Non-Independent Director) of the Company

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

"RESOLVED THAT pursuant to the provisions of Section 152 and other applicable provisions, if any, of the Companies Act, 2013 ('the Act') and the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force), and applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('SEBI Listing Regulations') including any amendments thereof, Mr. Swapnil Jayeshbhai Madiyar (DIN: 08520796), who was appointed by the Board of Directors as an Additional Director of the Company with effect from 16th May, 2025 under Section 161 of the Act and the

Articles of Association of the Company and who is eligible for appointment as a Director of the Company and in respect of whom the Company has received a Notice in writing from a Member under Section 160 of the Act, proposing his candidature for the office of Director, be and is hereby appointed as a Director (Category: Non-Promoter, Non-Executive) of the Company, **liable to retire by rotation;**

RESOLVED FURTHER THAT approval of the Members be accorded to the Board of Directors to do all such acts, deeds, matters and things and to take all such steps as may be required in this connection to give effect to this resolution and to settle any questions, difficulties or doubts that may arise in this regard and further to execute all necessary documents, applications, returns and writings as may be necessary, proper, desirable or expedient.”

Item No. 4 – Reappointment of Mr. N. K. Menon as as Whole Time Director & Chief Executive Officer and payment of remuneration.

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

“**RESOLVED THAT** pursuant to the provisions of Sections 196, 197, 203 and any other applicable provisions, if any, read along with Schedule V of the Companies Act, 2013 (‘Act’) and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, as amended from time to time, the consent of the Members be and is hereby accorded to the re-appointment and terms of remuneration of Mr. N. K. Menon (Din No – 01111297) as Whole-Time Director & Chief Executive Officer (‘WTD & CEO’) of the Company for a period of 1 (One) year with effect from 1st October, 2025 to 30th September, 2026 (liable for retirement by rotation as a Director) on terms and conditions set out in the statement annexed to the notice convening this meeting including the remuneration to be paid in the event of loss or inadequacy of profits in any financial year during his said tenure within the overall limits of Section 197 of the Act, as recommended by the Nomination and Remuneration Committee, with liberty to the Board of Directors to alter and vary the terms and conditions of the said re-appointment and terms of remuneration as it may deem fit and in such manner as may be agreed to between the Board and WTD & CEO subject to the same not exceeding the limits specified under schedule V of the Companies Act 2013 and or any statutory modification (s) or re-enactment thereof.

RESOLVED FURTHER THAT the Board of Directors (the ‘Board’ which term includes a duly constituted Committee of the Board) to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

By order of the Board of Directors
COLINZ LABORATORIES LIMITED
(CIN: L24200MH1986PLC041128)

Dr. Mani L. S.
Director & Company Secretary
DIN-00825886

Registered Office:
A-101, Pratik Industrial Estate,
Mulund-Goregaon Link Road, Bhandup (W),
Mumbai-400078
Email ID : Colinzlabs@yahoo.com
Website : www.findoc-ctl.in

Date : 31st July, 2025
Place : Mumbai

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 (1) OF THE COMPANIES ACT, 2013

The following Statement set out all material facts relating to Item Nos. 3 & 4 mentioned in the accompanying Notice.

ITEM NO 3: Appointment of Mr. Swapnil Jayeshbhai Madiyar (DIN: 08520796) as Director (Non-Executive Non-Independent Director) of the Company.

Mr. Swapnil Jayeshbhai Madiyar (DIN: 08520796) was appointed as an Additional Director (Category: Non-Promoter, Non-Executive) of the Company by the Board of Directors with effect from 16th May 2025, pursuant to Section 161(1) of the Companies Act, 2013.

In terms of the provisions of Section 161(1), Mr. Swapnil Jayeshbhai Madiyar holds office only up to the date of this Annual General Meeting. The Company has received a notice in writing under Section 160(1) of the Companies Act, 2013 from a member proposing his candidature for appointment as a Director.

The appointment of Mr. Swapnil Jayeshbhai Madiyar has been recommended by the Nomination and Remuneration Committee and approved by the Board of Directors, and accordingly, the requirement of deposit under the proviso to Section 160(1) of the Act shall not apply.

Mr. Swapnil Jayeshbhai Madiyar, if appointed, will be liable to retire by rotation under the provisions of Section 152(6) of the Companies Act, 2013.

Brief profile and other details of Mr. Swapnil Jayeshbhai Madiyar, as required under Regulation 36 of SEBI (LODR) Regulations, 2015 and Secretarial Standard – 2, are given in the **Annexure 1** to this Notice.

None of the Directors or Key Managerial Personnel or their relatives is concerned or interested in the resolution.

ITEM NO 4: Re-appointment of Mr. N. K. Menon as Whole Time Director & Chief Executive Officer and payment of remuneration.

The Shareholders of the Company at the 36th Annual General Meeting held on 30th September, 2022 approved appointment of Mr. N. K. Menon (DIN 01111297) as a Whole Time Director of the Company for a period of three years effective from 01 October, 2022 to 30th September, 2025 through a Special Resolution under the provisions of Sections 196, 197, 198, 203 and other applicable provisions of the Companies Act, 2013 and the rules made there under (including any statutory modification or re-enactment thereof) read with Schedule-V of the Companies Act, 2013 and Articles of Association of the Company.

Mr. N. K. Menon, Whole Time Director has attained the age of 70 years on 22nd August, 2022. According to proviso to Section 196(3) of the Companies Act, 2013, appointment/reappointment of a person who has attained the age of seventy years may be made by passing a special resolution in which case the explanatory statement annexed to the notice for such motion shall indicate the justification for appointing such person.

Mr. N. K. Menon is M.Sc. and MBA in Materials Management. He is having wide and varied experience in the management of business and industry. Accordingly, looking at his expertise and long experience of business and expertise in strategic development and CEO, the Board of Directors recommends the Special resolution set out at Item No.4 of the accompanying Notice for the approval of the Members. The Board is of the view that the continued association of Mr. N. K. Menon would benefit the Company, given the knowledge, experience and performance of Mr. N. K. Menon, and contribution to Board processes by him. In the opinion of the Board, Mr. N. K. Menon fulfils the conditions specified in the Act, the Rules thereunder and the Listing Regulations 2015

for appointment as a Whole Time Director. The Details required under Regulations 36(3) of The SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard -2 enclosed as an Annexure to the notice. He is not disqualified from being appointed as Director in terms of section 164 of the Act.

Based on the recommendation of the Nomination and Remuneration Committee, the Board on 31st July, 2025, re-appointed Mr. N. K. Menon as the Whole Time Director & Chief Executive Officer of the Company, liable to retire by rotation, for a further period of One year effective from 1st October, 2025 till 30th September, 2026, subject to approval of the Shareholders by way of Special Resolution in accordance with proviso to Section 196(3) of the Companies Act, 2013.

Salary, Perquisites and allowances per annum, during his tenure specified will not exceed;

Sr. No	Name	Salary in the range of In Rs. In Lacs	Allowance and Perquisites In Rs. In Lacs
1	Mr. N. K. Menon	7.5 to 12.50 p.a.	7.50 p.a.

- i. In addition to the perquisites stated above, Gratuity not exceeding 15 days' salary, premium on personal accident insurance policy, keyman/Liability Insurance/Mediclaim Etc. as per the rules of the Company as applicable to senior Managerial Personnel of the Company shall be paid.
- ii. The allowances and perquisites stated aforesaid shall include accommodation or house rent allowance not in excess of 50% of the basic salary in lieu thereof, leave travel concession to self and family once in two years only for domestic destination, statutory bonus etc. as applicable to the Managerial Personnel as per the rules made by the Company from time to time. The said perquisites and allowance shall be evaluated, wherever applicable, as per the provisions of Income Tax Act 1961 or any rules made there under. Reimbursement of expenses such as expenses incurred for traveling during domestic business trip, medical assistance provided, provision of cars for use on Company's business, telephone expenses etc. at actual are not considered as perquisites.
- iii. Shri N K Menon will not be entitled for any sitting fees for attending the Board Meetings or any Committee Meeting thereof.

General:

The Whole Time Director will perform his respective duties with regard to all work of the Company and he will manage and attend to all such business and carry out the orders and directions given by the Board from time to time and also act in accordance with the Articles of Association of the Company and also shall abide by the provisions of Section 166 of the Act with regard to duties of Directors.

Brief resume of Mr. N. K. Menon, nature of his expertise in specific functional areas, name of Companies in which he holds Directorships /Memberships / Chairmanship of Board Committees, shareholding etc. as stipulated under regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and under Secretarial Standard 2 is provided in **Annexure 1**.

This explanatory statement and the resolution at Item no. 4 may also be read and treated as disclosure in compliance with the requirements of Section 190 of the Companies Act, 2013.

Except Mr. N. K. Menon, none of the other Directors or key managerial personnel of the Company or their relatives are concerned or interested, financially or otherwise in Resolution at Item no. 4

ANNEXURE-1

Details of Directors seeking appointment/ re-appointment at the AGM
[Pursuant to Regulations 26(4) and 36(3) of the Listing Regulations and Secretarial Standard - 2 on General Meetings]

Sr. No	Name	Dr. Mani. L. S.	Mr. Swapnil Jayeshbhai Madiyar	Dr. N. K. Menon
1	DIN	00825886	08520796	01111297
2	Date of Birth	13/04/1951	19/07/2000	22/08/1952
3	Nationality	Indian	Indian	Indian
4	Qualification	M.B.A ,L.L.B, A.C.S	BBA	MSc., MBA
5	Expertise/Profile in specific area	Finance, Secretarial Matters, Legal & Marketing	Swapnil Madiyar have done BBA and has hands-on experience across key verticals of business, particularly in the Fintech domain, including Technology, Recovery, HR, Marketing, Operations.	Material Management, Factory Management & Strategic Development
6	Date of first appointment on the Board of the Company	01/10/1994	16/05/2025	01/10/1994
7	Shareholding in Colinz Laboratories Limited	867750	NIL	100
8	List of Directorship held in other Companies	NIL	NIL	NIL
9	Membership / Chairmanships of Audit and stake holders relationship committees in other Companies	NIL	NIL	NIL

NOTES

1. **The Register of Members and Share Transfer Books of the Company will remain closed from, 23rd September, 2025, to 30th September, 2025. (both days inclusive).** The cut-off date shall be as on **Tuesday, 23rd September, 2025** to determine the shareholders entitled to avail the facility of remote e-voting.
2. Members are requested to notify immediately any change in their address and E-mail ID to the Registrar and Transfer Agent of the Company, **M/s. Bigshare Services Pvt. Ltd.**, Office No. S6-2, 6th Floor, Pinnacle Business Park, Next to Ahura Centre, Mahakali Caves Road, Andheri(East), Mumbai-400093, Maharashtra. **Bigshare Services has put in place a module to enable the shareholders to update the Email Id, Mobile No., PAN No. and Bank Details by visiting the website, www.bigshareonline.com. (Investors section).**
3. The Securities and Exchange Board of India ('SEBI') has mandated the transfer of securities to be carried out only in dematerialized form (except in case of transmission or transposition of securities) effective from 1st April, 2019. Accordingly, requests for physical transfer of securities of listed entities shall not be processed from 1st April, 2019 onwards. In view of such amendment and in order to eliminate the risks associated with physical holding of shares, Members who are holding shares in physical form are hereby requested to dematerialize their holdings.
4. **Green Initiative – Members who have not registered their Email addresses so far are requested to register their Email address for receiving all communications including Annual Report, Notices, circulars etc. from the Company electronically. Members may also note that Annual Report for the FY 2024-25 will also be available on the website of the Company at www.findoc-ctl.in.**
5. In terms of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, details of director retiring by rotation at the ensuing annual general meeting is given in **Annexure I**, at page no. 29 of Reports on Corporate Governance.
6. The Board of Directors has appointed **Ms. Ashwini Vaze**, Practising Company Secretary (Membership No.: ACS 26142/CP No.9443) as the Scrutinizer to scrutinize the e-voting process; her email id is csashwinivaze@gmail.com.

General instructions for accessing and participating in the 39th Annual General Meeting (AGM) through VC/ OAVM Facility and voting through electronic means including remote e-Voting:

1. Pursuant to the General Circular No. 09/2024 dated September 19, 2024, issued by the Ministry Of Corporate Affairs (MCA) and circular issued by SEBI vide circular no. SEBI/ HO/ CFD/ CFDPoD-2/ P/ CIR/ 2024/ 133 dated October 3, 2024 ("SEBI Circular") and 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. The Notice of the 39th AGM along with the Annual Report for the Financial Year 2024-25 is being sent by electronic mode to those Members whose e-mail addresses are registered with the Company/ Depositories as on or before 31st Aug,2025. The deemed venue for the 39th AGM shall be the Registered Office of the Company. In compliance with the Circulars, the AGM of the Company is being held through VC/OAVM. Hence, Members can attend and participate in the AGM through VC/ OAVM only.
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 authorized representatives to attend the AGM through VC/OAVM and cast their votes through e-voting.

3. Corporate members intending to appoint their authorized representatives to attend the Annual General Meeting, pursuant to section 112 & 113 of the Companies Act, 2013 ("the Act"), are requested to send to the company a scanned copy (PDF/JPG Format) of certified board resolution authorizing their representatives to attend the AGM through VC and vote on their behalf through remote e-voting or voting at AGM. The said resolution shall be sent to the scrutinizer by email through its registered email address to csashwinivaze@gmail.com and to the company at colinzlabs@yahoo.com.
4. 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 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.
5. 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.
6. 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) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and the Circulars issued by the Ministry of Corporate Affairs dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote e-Voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with 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 venue voting on the date of the AGM will be provided by NSDL.
7. Pursuant to Regulation 46 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") and in line with the MCA Circulars, the Notice calling the AGM and Annual Report has been uploaded on the website of the Company at www.findoc-ctl.in. The Notice can also be accessed from the website of the Stock Exchanges i.e. BSE Limited at www.bseindia.com. AGM Notice is also available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. www.evoting.nsdl.com.
8. Any person who acquires shares of the Company and becomes member of the Company after the notice is sent through e-mail and holding shares as of the cut-off date i.e. **23rd Sep, 2025**, may obtain the login ID and password by sending a request at evoting@nsdl.com 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 forgot 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 toll free no. **022-48867000**. 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 of the cut-off date i.e. **23rd September, 2025** may follow steps mentioned in the Notice of the AGM under "Access to NSDL e-Voting system."

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

The remote e-voting period begins on 27th September, 2025 at 9:00 A.M. and ends on 29th September, 2025 at 5:00 P.M. 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. 23rd 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 23rd September, 2025. Those members, who will be present at the AGM through VC/OAVM facility and have not cast their vote on the Resolutions through remote e-voting, shall be eligible to vote on such resolutions through e-voting system during the AGM.

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"><li data-bbox="581 764 1492 1073">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.<li data-bbox="581 1100 1492 1440">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.<li data-bbox="581 1467 1492 1562">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<li data-bbox="581 1589 1492 1896">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

	<p>of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.</p> <p>5. Shareholders/Members can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience.</p> <div data-bbox="846 369 1261 615" style="text-align: center;"> <p>The image shows a promotional banner for the NSDL Mobile App. It features the text 'NSDL Mobile App is available on' at the top. Below this, there are two logos: the Apple App Store logo and the Google Play logo. Underneath each logo is a square QR code. The entire banner is enclosed in a black rectangular border.</p> </div>
<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<ol style="list-style-type: none"> 1. 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. 2. 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. 3. 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. 4. 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
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>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.</p>

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at the 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.
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 0991

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 General 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 csashwinivaze@gmail.com with a copy marked to evoting@nsdl.co.in and colinzlabs@yahoo.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 toll free no.: 022 - 4886 7000 or send a request at evoting@nsdl.co.in.

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 colinzlabs@yahoo.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 colinzlabs@yahoo.com. If you are an Individual shareholder 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.
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 link" placed under "**Join General meeting**" menu against company name. You are requested to click on VC/OAVM link placed under Join General 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. Members intending to require any information about accounts to be explained in the meeting are requested to inform the Company in writing at least ten days in advance, mentioning their name, demat account number/folio number, email id, mobile number at colinzlabs@yahoo.com. The same will be replied by the company suitably.
6. Members who would like to express their views or ask questions at the AGM may register themselves as a speaker by visiting the link www.evoting.nsdl.com between 9.00 A. M. on Wednesday 24th Sept., 2025 and 5.00 P. M. on Saturday 27th Sept., 2025.
7. Members are requested to send their queries in advance mentioning their Name, Demat Account Number, Folio Number, Email ID, Mobile Number etc. at colinzlabs@yahoo.com. Questions/Queries received by the Company between Tuesday 23rd Sep, 2025 (9.00 A. M.) to Friday the 26th Sep, 2025 (5.00 P.M.) shall only be considered and responded during the AGM depending upon the availability of the time.

Mumbai, 31st July, 2025

By Order of the Board of Directors
COLINZ LABORATORIES LIMITED
(CIN: L24200MH1986PLC041128)

Registered Office:
A-101, Pratik Industrial Estate,
Mulund-Goregaon Link Road,
Bhandup(w), Mumbai-400078

Dr. Mani L. S.
Director
(DIN: 00825886)