ARC INSULATION & INSULATORS LIMITED
Registered Office- VILLAGE RAMDEVPUR, PO- BAWALI BISHNUPUR2,
24 PARGANAS SOUTH,BISHNUPUR, Bawali, South 24 Parganas, Budge Budge - II, West Bengal, India, 700137
Phone Number- 9748708809
E-Mail- CS@ARCINSULATIONS.COM
CIN- L18109WB2008PLC129263

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 18th Annual General Meeting **("AGM")** of the members of ARC Insulation & Insulators Limited will be held on Wednesday, the 30th day of September, 2026 at 11:30 A.M. IST through **Video Conferencing ("VC")/ other audio-visual means ("OAVM")** to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended March 31, 2026, together with the Reports of the Board of Directors and Auditors thereon. (Ordinary Resolution).

2. To re-appoint a Director in place of Ms. Neelam Bajoria (DIN: 02250051) who retires by rotation and being eligible, offers herself for re-appointment (Ordinary Resolution).

SPECIAL BUSINESS:

3. Regularization of Additional Director Mr. Aman Bajoria (DIN: 11391711) as the Director of the Company:

   To consider appointment of Mr. Aman Bajoria (DIN: 11391711) as director and if thought fit, to pass with or without modifications, the following resolution as ordinary resolution:

   "**RESOLVED THAT** pursuant to Section 152, 161 and other applicable provisions (including any modification or re-enactment thereof for the time being in force), Rules made thereunder and Article of Association of the Company, Mr. Aman Bajoria (DIN: 11391711), who was appointed as an Additional Director by the Board of Directors with effect from November 29, 2025 and who holds office upto the date of this Annual General Meeting, be and is hereby appointed as a Director of the Company.

   RESOLVED FURTHER THAT any one Director of the Company be and is hereby authorised severally to do all acts including filing Forms to Registrar of Companies and to take all such steps as may be necessary, proper or expedient to give effect to the foregoing resolution."

BY ORDER OF THE BOARD OF DIRECTORS

For ARC INSULATION & INSULATORS LIMITED

SD/-

PLACE: KOLKATA **MANISH BAJORIA**
DATE: 07.09.2026 **MANAGING DIRECTOR**
DIN: 02203237

<u>Notes</u>:

1. The Ministry of Corporate Affairs ("MCA") has, vide its General Circular No. 03/2025 dated September 22, 2025 read with circulars issued earlier on the subject ('MCA Circulars'), has permitted companies to conduct their AGMs through, Video Conferencing ("VC") or Other Audio Visual Means ("OAVM"), without physical presence of the shareholders at a common venue. In accordance with the MCA Circulars and applicable provisions of the Companies Act, 2013 ("Act") read with Rules made thereunder and the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("LODR Regulations"), the 18th AGM of the Company is being held through VC / OAVM. The deemed venue for the AGM shall be the Corporate office of the Company.

2. In terms of Section 152 of the Act, Ms. Neelam Bajoria (DIN: 02250051), retires by rotation at this AGM and being eligible, offers herself for re-appointment. Save and except the above, none of the Directors / Key Managerial Personnel of the Company / their relatives was, in any way, concerned or interested, financially or otherwise, set out under Item Nos. 2 & 3 of this Notice.

3. Generally, a member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll instead of himself / herself and the proxy need not be a member of the Company. Since this AGM is being held through VC / OAVM pursuant to the MCA Circulars, physical attendance of members has been dispensed with. Accordingly, the facility for appointment of proxies by the members will not be available for the AGM and hence, the Proxy Form and Attendance Slip are not annexed hereto.

4. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Act and the Register of Contracts or Arrangements in which the Directors are interested, maintained under Section 189 of the Act will be available for inspection in electronic mode by the Shareholders during the AGM. All the documents referred to in the Notice and Explanatory Statement will also be available for inspection through electronic mode by the Shareholders from the date of circulation of this Notice up to the date of AGM. Shareholders seeking to inspect such documents can send an email from their registered e-mail id to cs@arcinsulations.com mentioning their name, PAN, Folio No./Client ID and DP ID. Inspection shall be provided during the business hours of the Company.

5. Pursuant to the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014, Regulation 44 of the LODR Regulations, MCA Circulars and SEBI Circulars in relation to e-Voting facility provided by entities, the Company will provide facility of remote e-Voting to its Shareholders in respect of the business to be transacted at the AGM. The Exchange has engaged the services of National Securities Depository Limited ('NSDL') for facilitating participation through VC/OAVM and providing facility of remote e-Voting and e-Voting facility at the AGM, as the authorized agency. The procedure for participating in the meeting through VC/OAVM is annexed to this Notice as Annexure.

6. Since the AGM is being held through VC/OAVM, physical attendance of Shareholders has been dispensed with. Accordingly, the facility for appointment of proxies by the Shareholders is not available. The proxy form as well as the attendance slips are therefore not annexed to this Notice.

7. Since the AGM will be held through VC/OAVM, the Route Map and Landmark for the AGM venue do not apply, and hence the same is not annexed to this Notice. The proceedings of the AGM of the Company will be deemed to be conducted at the Corporate Office of the Company at Primarc Chambers, 1839 Laskarhat Road, Eastern Metropolitian Bypass, Kolkata - 700039.

8. Shareholders whose names appear in the Register of Members/List of Beneficial Owners as on Wednesday, September 23, 2026 ('Cut-Off Date') will be eligible to cast their vote electronically through Remote e-Voting facility provided by NSDL. The voting rights of Shareholders shall be in proportion to their share in the paid-up equity share capital of the Company. Shareholders attending the AGM and who have not cast their vote prior to the AGM will be able to vote during the course of the AGM. The Remote e-Voting module shall be disabled by NSDL for voting thereafter. If a Shareholder has opted for Remote e-Voting prior to the AGM, he/she may attend the AGM, but shall not be entitled to cast his/her vote again.

9. Shareholders attending the AGM through VC/OAVM shall be counted for the purpose of determining the quorum under Section 103 of the Act.

10. In terms of the provisions of Section 152 of the Act, Ms. Neelam Bajoria (DIN: 02250051), Executive Director of the Company, retires by rotation at the Meeting. The Nomination and Remuneration Committee and the Board of Directors of the Company recommend their respective re-appointment and regularization. Mr. Aman Bajoria (DIN: 11391711), Director of the Company, is interested in the Ordinary Resolutions set out at Item Nos. 2 & 3, respectively, of this Notice concerning their re-appointment and regularization. Ms. Neelam Bajoria (DIN: 02250051) and Mr. Aman Bajoria (DIN: 11391711), being related to Mr. Manish Bajoria (DIN: 02203237), Managing Director & CFO, may be deemed to be interested in the resolutions set out at Item Nos. 2 & 3 of this Notice. Save and except the above, none of the Directors / Key Managerial Personnel of the Company / their relatives was, in any way, concerned or interested, financially or otherwise, in the Special Business set out under Item No. 3 of this Notice.

11. Any Non-Individual Member or Member holding securities in physical form who acquires shares of the Company and becomes a Member of the Company after the dispatch of the Notice and holds shares as on the cut-off date i.e. 23rd September, 2026, may obtain the login details by registering for the e-voting facility of NSDL. However, if the Member is already registered with NSDL for e-voting, then the existing User ID and password can be used for remote e-voting.

    Additionally, Individual Members holding shares in demat mode, who acquire shares of the Company and become a Member of the Company after dispatch of the Notice and holding shares as on the cut-off date i.e. 23rd September, 2026 can register directly with the Depository/ their respective Depository Participant/s (“DPs”) or through their demat account, to access e-voting page of NSDL, without having to register again with NSDL for participating in the e-voting process. The detailed process is laid down in the Instructions to remote e-voting and joining the Annual General Meeting hereinbelow.

12. In case of joint holders, the Shareholders whose name appears as the first holder in the order of names as per the Register of Members of the Company as on 23rd September, 2026 (cut-off date) will be entitled to vote at the AGM.

13. Corporate Members are encouraged to attend the AGM through their Authorised Representatives. They are requested to send by email a certified copy of the Board Resolution/ Power of Attorney authorising their representatives to attend and vote on their behalf in the Meeting at email :cs@arcinsulations.com

14. Details of Director retiring by rotation / seeking appointment/ re-appointment at this Meeting is provided in the “Annexure” to the Notice.

15. **DESPATCH OF ANNUAL REPORT THROUGH ELECTRONIC MODE**

    In compliance with the MCA Circulars and Regulation 36(1)(a) of the Listing Regulations, Notice of the AGM along with the 18th Annual Report for the financial year 2025-26 is being sent only through electronic mode to those members whose e-mail address is registered with the Company / Registrar and Transfer Agent / Depository Participants / Depositories. Further, in compliance with Regulation 36(1)(b) of the Listing Regulations, a letter providing the web-link, including the exact path, where the Annual Report for the financial year 2025-26 is available, is being sent to those members whose e-mail address is not registered with the Company / Registrar and Transfer Agent / Depository Participants / Depositories.

    Members may note that this Notice and Annual Report for the Financial Year 2025-26 will also be available on the Company’s website at https://www.arcinsulations.com, websites of the Stock Exchanges, i.e., National Stock Exchange of India Limited at www.nseindia. com, respectively, and on the website of the Company’s Registrar and Transfer Agent, Maashitla Securities Private Limited.

16. For receiving all communication (including Annual Report) from the Company electronically:

a. Members holding shares in dematerialised mode are requested to register/update their e-mail address with the relevant Depository Participant. National Securities Depository Limited ("NSDL") has provided a facility for registration/updation of e-mail address through the link: https://eservices.nsdl.com/kyc-attributes/#/login

b. Members holding shares in demat form may validate/ update their email address and other details with their respective Depository Participants.

17. Shareholders to intimate change in their details:

Shareholders are requested to intimate changes, if any, about their name, postal address, e-mail ID, telephone/mobile no., PAN, mandates, choice of nominations, power of attorney, bank details viz., name of the bank and branch details, bank account, MICR code, IFSC code, etc.

a. For shares held in electronic mode: to their DPs

b. For shares held in physical mode: to the Company/RTA in prescribed Form ISR-1 and other forms. [SEBI Master Circular No. SEBI/HO/MIRSD/SECFATF/P/CIR/2023/169 dated October 12, 2023]

18. Nomination Facility

The facility for making nomination is available for the Members in respect of the shares held by them. Members who have not yet registered their nomination are requested to register the same by submitting Form No. SH-13. [Section 72 of the Act]. If a shareholder desires to opt out or cancel the earlier nomination and record a fresh nomination, he/she may submit the same in Form ISR-3 or SH-14 as the case may be. Shareholders are requested to submit the said details to their DP in case the shares are held by them in dematerialized form and to RTA (Maashitla Securities Private Limited) in case the shares are held in physical form.

19. Dematerialisation of Shares:

SEBI has mandated the Listed Companies to process service requests for issue of securities in dematerialised form only, subject to folio being KYC compliant. Accordingly, Members are requested to submit duly filled and signed Form ISR-4. [SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 7, 2024]

Request for issue of duplicate securities certificate; claim from unclaimed suspense account; renewal/exchange of securities certificate; endorsement; sub-division/splitting of securities certificate; consolidation of securities certificates/ folios; transmission and transposition.

Transfer, transmission and transposition of securities shall be effected only in dematerialized form. In view of the same and to eliminate all risks associated with physical shares and avail various benefits of dematerialization, Members are advised to dematerialize the shares held by them in physical form. Members can contact the Company/RTA for assistance in this regard. [Regulation 40(1) of the SEBI Listing Regulations]

20. Members holding more than one physical folios in identical order of names are requested to submit Form ISR-4 along with requisite KYC documents and share certificates to the Company/RTA for consolidation of holdings in one folio. The consolidated share certificate will be issued in dematerialized form only.

21. Any member desirous of receiving any information/ clarification on Financial Statements or operations of the Company is requested to forward his/her queries to the Secretarial Department of the Company at email : cs@arcinsulations.com at least 10 working days prior to AGM, so that required information can be made available at the AGM specifying his/her name along with Demat account details.

22. The Board of Directors has appointed Mr Navin Kothari, Proprietor, M/s. N.K & ASSOCIATES, Company Secretaries (Membership No. 5935, Certificate of Practice No. 3725)-voting process at AGM in a fair and transparent manner, and he has communicated his willingness to be appointed and will be available for the said purpose. The Scrutinizer's decision on the validity of the votes cast at the AGM shall be final.

23. The Scrutinizer shall, immediately after the conclusion of voting at the AGM, first count the votes cast during the AGM, thereafter unblock the votes cast through remote e-voting and prepare, within two working days of conclusion of AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairperson or a person authorized by him in writing.

24. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website https://www.arcinsulations.com and on the website of NSDL immediately after the result is declared and results shall also be communicated to the Stock Exchanges.

25. The Company has engaged the services of National Securities Depository Limited ("NSDL") for providing facility for voting through remote e-voting, participation in the AGM through VC/OAVM facility and e-voting during the AGM.

26. Shareholders may cast their votes on the electronic voting system from any place (remote e-voting). The remote e-voting period will commence at 09:00 A.M. (IST) on September 27, 2026 and will end at 05:00 P.M. (IST) on September 29, 2026. In addition, the facility for voting through the e-voting system shall also be made available during the AGM. Shareholders attending the AGM who have not cast their vote by remote e-voting shall be eligible to cast their vote through e-voting during the AGM. Members who have voted through remote e-voting shall be eligible to attend the AGM; however, they shall not be eligible to vote at the meeting.

27. SEBI, vide its Circulars issued during 2023, established a common Online Dispute Resolution Portal ('ODR Portal') for resolution of disputes arising in the Indian Securities Market. The regulatory norms regarding the same were consolidated vide SEBI Master Circular dated 11th August, 2023. Pursuant to the same, investors shall first take up a grievance with the Company directly, escalate the same through the SCORES Portal and if still not satisfied with the outcome after exhausting all available options, investors can initiate dispute resolution through the ODR Portal at https://smartodr.in/login .

THE INSTRUCTIONS OF SHAREHOLDERS FOR REMOTE E-VOTING AND E-VOTING DURINGAGM AND JOINING MEETING THROUGH VC/OAVM ARE AS UNDER:

The remote e-Voting period begins at 09:00 A.M. (IST) on September 27, 2026 and will end at 05:00 P.M. (IST) on September 29, 2026. The remote e-Voting module shall be disabled by NSDL for voting thereafter. The Shareholders, whose names appear in the Register of Members/Beneficial Owners as on the cut-off date i.e. Wednesday, September 23, 2026 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.

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:

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.	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. **NSDL Mobile App is available on** App Store Google Play

Individual Shareholders holding securities in demat mode with CDSL	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.
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.

Login type	**Helpdesk details**

Individual Shareholders holding securities in demat mode with NSDL	Shareholders 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	Shareholders 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

Important note: Shareholders 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.

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 user 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. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
7. Now, you will have to click on "Login" button.
8. After you click on the "Login" button, Home page of e-Voting will open.

Step 2: Cast your vote electronically and join Annual General Meeting on NSDL e-Voting system.

How to cast your vote electronically and join Annual 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 Annual 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 Annual 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 kothari.navin@yahoo.com 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, Senior Manager, NSDL 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 https://www.arcinsulations.com.

2. In case shares are held in demat mode, please provide DPID-CLID (16digit 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 https://www.arcinsulations.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.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. Shareholders 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 SHAREHOLDERS 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. Members 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 Email : cs@arcinsulations.com. The same will be replied by the company suitably.

6. Members who would like to express their views/ask questions as a speaker at the Meeting may pre-register themselves by sending a request from their registered e-mail address mentioning their names, DP ID and Client ID/folio number, PAN and mobile number at Email : cs@arcinsulations.com. between 27th September, 2026 9:00 a.m. (IST) to 29th September, 2026 5:00 P.M. (IST).

   Only those Shareholders who have pre-registered themselves as a speaker will be allowed to express their views/ask questions during the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.

   Instructions for Shareholders/Members to Speak at the 18th AGM through NSDL e-Voting system:

   a) Shareholders who would like to speak during the meeting must register their request mentioning their name, demat account number/folio number, e-mail id, mobile number at Email : cs@arcinsulations.com on or before Sunday, September 27, 2026.

   b) Speakers will only be allowed to express their views/ ask questions on first come first served basis during the meeting. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.

   c) Shareholders who would like to ask questions, shall send the same in advance mentioning their name, demat account number, e-mail, mobile number at Email : cs@arcinsulations.com. The same will be replied to by the Company suitably.

   d) Shareholders will get confirmation on first come first served basis depending upon the provision made by the Company.

   e) Shareholders will receive ‘speaking serial number’ once they mark attendance for the meeting. Shareholders are requested to speak only when Moderator of the meeting will announce the name and serial number for speaking.

   f) Please remember ‘speaking serial number’ and start your conversation with panelist by switching on audio of your device.

   g) Those Shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.

Explanatory Statement
as required under Section 102 of the Companies Act, 2013

SPECIAL BUSINESS:

ITEM NO 3: REGULARIZATION OF ADDITIONAL DIRECTOR MR. AMAN BAJORIA (DIN: 11391711) AS THE NON-EXECUTIVE DIRECTOR OF THE COMPANY: (ORDINARY RESOLUTION)

Pursuant to the provisions of Section 152, 161 and other applicable provisions of the Companies Act, 2013 the directors shall be appointed by the members in the General Meeting of the company. In view of the same, Mr. Aman Bajoria (DIN: 11391711) will be appointed by the members at the ensuing Annual General Meeting of the company.

The Company has received consent to act as a Director of the Company in Form DIR 2 and a declaration that he is not disqualified from being appointed as a Director of the Company in Form DIR 8.

AMAN BAJORIA is a Director of the Company, overseeing its operations and marketing functions. He holds a Bachelor's degree in Mechanical Engineering from the University of Birmingham. His academic background provides a technical and analytical foundation for his role in operational management and business development.

Mr. Bajoria focuses on coordinating operations, improving processes and aligning operational priorities with the Company's business objectives. His role combines technical understanding with a practical approach to planning, resource utilisation and collaboration across teams.

Mr. Bajoria also oversees the Company's marketing activities, focusing on brand visibility, customer engagement and market development. Through his responsibilities across operations and marketing, he works to align the Company's capabilities with customer needs and support its long-term growth.

Pursuant to the provisions of Section 152 of the Companies Act, 2013 the directors shall be appointed by the members through Ordinary Resolution in the General Meeting of the company. In view of the same, Mr. Aman Bajoria (DIN: 11391711) shall be appointed as Director by the members in the Annual General Meeting of the company.

Mr. Manish Bajoria (DIN: 02203237) – Managing Director of the company and Mrs. Neelam Bajoria (DIN: 02250051) is an interested director since Mr. Aman Bajoria is son of Mr. Manish Bajoria and Mrs. Neelam Bajoria. None of the other Directors or Key Managerial Personnel of the Company, is in any way, concerned or interested, financially or otherwise, in the resolution.

BY ORDER OF THE BOARD OF DIRECTORS
FOR ARC INSULATION & INSULATORS LIMITED.

MANISH BAJORIA
Managing Director
DIN: 02203237

PLACE: KOLKATA
DATE: 07.09.2026

ANNEXURE- A FORMING PART OF AGM NOTICE.

Additional Disclosures as required under Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standards-2 on Directors seeking appointment/re-appointment are as under

Name of Director	**Aman Bajoria**
DIN	11391711
Date of Birth/Age	26.10.2000
Date of first appointment on the Board	29.11.2025
Qualifications	Bachelor’s degree in Mechanical Engineering from the University of Birmingham.
Brief Profile and Experience	His academic background provides a technical and analytical foundation for his role in operational management and business development. In his capacity as Director, Mr. Bajoria focuses on coordinating day-to-day operations, improving processes and aligning operational priorities with the Company’s business objectives. His role combines technical understanding with a practical approach to planning, resource utilisation and collaboration across teams. Mr. Bajoria also oversees the Company’s marketing activities, focusing on brand visibility, customer engagement and market development. Through his responsibilities across operations and marketing, he works to align the Company’s capabilities with customer needs and support its long-term growth.
Terms and Conditions of Re-appointment	He was appointed as Additional Non-Executive Director of the company on 29.11.2025. Liable to retire by rotatioin.
Nature of expertise in specific functional area/skills and capabilities	Mr. Bajoria possesses expertise in marketing and business development, with a focus on enhancing brand visibility, strengthening customer engagement and identifying opportunities for market development. He is involved in planning and overseeing the Company’s marketing activities, aligning marketing initiatives with the Company’s business objectives and customer requirements. His role includes understanding market trends, coordinating with internal teams and supporting strategies aimed at expanding the Company’s market presence and building long-term customer relationships. His technical understanding, combined with a practical and business-oriented approach, enables him to effectively contribute to the Company’s marketing and business development initiatives.
Details of Last drawn Remuneration for the FY 2025-26	26,20,900/-
Remuneration Proposed to be paid	NA
No. of Board meeting attended during FY 2025-26.	2
Listed entities from which the proposed appointee has resigned as Director in past 3 years.	NA
Other Directorships/Designated Partner	NA
Memberships / Chairmanships of committees of other companies	NA
Shareholding in the Company (including shareholding as a beneficial owner)	80,000

Inter-se relationship with other Directors and Key Managerial Personnel of the Company	Son of Mr. Manish Bajoria and Ms. Neelam Bajoria

BY ORDER OF THE BOARD OF DIRECTORS
For ARC INSULATION & INSULATORS LIMITED

SD/-
MANISH BAJORIA
MANAGING DIRECTOR
DIN: 02203237

PLACE: KOLKATA
DATE: 07.09.2026