



## MINDA INDUSTRIES LIMITED

Corporate Identity Number (CIN) L74899DL1992PLC050333)

**Registered Office:** B-64/1, Wazirpur Industrial Area, Delhi-110052

**Corporate Office:** Village Nawada Fatehpur, PO Sikanderpur Badda,

Near IMT Manesar, Gurgaon, Haryana. Ph.: +91 11 2737 4444, +91 124 2290674, 75

Fax: +91 124 2290676/95 E-mail: investor@mindagroup.com; website: www.mindagroup.com

### **NOTICE OF 26th ANNUAL GENERAL MEETING, REMOTE E-VOTING INFORMATION AND BOOK CLOSURE**

Notice is hereby given that:-

- 1) The 26th Annual General Meeting (AGM) of members of the Company will be held on Wednesday, 08 August, 2018 at 3.30 pm at Lakshmi Pat Singhania Auditorium, PHD House, Opposite Asian Games Village, New Delhi-110016, to transact the businesses as set forth in the Notice of the meeting dated 22 May, 2018.
- 2) Electronic copies of the Notice of AGM and Annual Report for 2017-18 have been sent to all the members whose e-mail IDs are registered with the Company/Depository Participant(s). The same are also available on the website of the Company at [www.unominda.com](http://www.unominda.com). Notice of AGM and Annual Report for 2017-18 have been sent to all other members at their registered address in the permitted mode. The despatch of Notice of AGM has been completed on 13 August, 2018.
- 3) Members holding shares either in physical form or dematerialized form, as on the cut off date 01 August, 2018, may cast their vote electronically on the businesses, as set forth in the Notice of the AGM through electronic voting system of National Securities Depositories Limited (NSDL) from a place other than venue of the AGM ('remote e-voting'). All the members are informed that :
  - i. The business as set forth in the Notice of the AGM may be transacted through voting by electronic means.
  - ii. The remote e-voting shall commence on 05 August, 2018 (9:00 a.m. IST);
  - iii. The remote e-voting shall end on 07 August, 2018 (5:00 p.m. IST);
  - iv. The cut-off date for determining the eligibility to vote by electronic means or at the AGM is 01 August, 2018;
  - v. E-voting by electronic mode shall not be allowed beyond 5:00 p.m. IST on 07 August, 2018.
  - vi. Any person, who acquires shares of the Company and becomes members of the Company after despatch of the Notice of the AGM and holding shares as of the cut off date i.e. 01 August, 2018 may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [delhi@linkintime.co.in](mailto:delhi@linkintime.co.in) or [investor@mindagroup.com](mailto:investor@mindagroup.com). However, if a person is already registered with NSDL for e-voting then existing user ID and password can be used for casting vote;
  - vii. Members may note that : (a) the remote e-voting module shall be disabled by NSDL beyond 5:00 p.m. IST on 07 August, 2018 and once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently; (b) the facility for voting through Ballot Paper shall be made available at the AGM; (c) the members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM, but shall not be entitled to cast their vote again; and (d) a person whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail facility of remote e-voting as well as voting at the AGM through ballot paper;
  - viii. The Notice of AGM is available on the Company's website [www.unominda.com](http://www.unominda.com) and also on NSDL website <https://www.evoting.nsdl.com>
  - ix. In case of queries, members may refer to the Frequent Asked Questions (FAQs) for members and e-voting user manual for members at the Downloads Section of <http://www.evoting.nsdl.com> or contact NSDL at the following toll free no.: 1800-222-990 or the Company Secretary, Minda Industries Limited, Phone: +91 124 2291604, 2290674, 2290675, E-mail id: [tksrivastava@mindagroup.com](mailto:tksrivastava@mindagroup.com)
- 4) The Register of Members and the Share Transfer Books of the Company will remain closed from Thursday, 02 August, 2018 to Wednesday, 08 August, 2018 (inclusive of both the days).

For and on behalf of the Board of  
Minda Industries Limited

**Tarun Kumar Srivastava**  
Company Secretary & Compliance Officer

Place: Gurugram (Haryana)

Date : 14 August, 2018