



Mangalore Refinery and Petrochemicals Limited

(A Govt. of India Enterprise and a subsidiary of Oil and Natural Gas Corporation Limited)
Corporate Identity Number - L23209KA1988GOI008959
Regd. Office: Mudapadav, Kuthethoor P.O., Via Kalipalla, Mangaluru - 575 030
E-Mail : investor@mrpl.co.in Website : www.mrpl.co.in



NOTICE TO THE SHAREHOLDER FOR 33RD ANNUAL GENERAL MEETING

NOTICE is hereby given that the **Thirty Third Annual General Meeting (AGM)** of the company will be held on **Saturday, 04/09/2021 at 4 p.m IST through video conference ("VC") / Other Audio Visual Means ("OAVM")** to transact the business as set out in the Notice of the AGM which is being circulated for convening the AGM.

In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs (MCA) has vide its circular dated 13/01/2021 read with circulars dated 05/05/2020, 13/04/2020 and 08/04/2020 (collectively referred to as MCA Circulars) permitted holding of AGM through VC or OAVM, without the physical presence of the Members at a common venue. In compliance with the MCA Circulars and the relevant provisions of the Companies Act, 2013 and the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, the AGM of the members of the Company will be held through VC/OAVM on 04/09/2021 at 4 pm without the physical presence of the members. For the said purpose the Company has engaged the services of National Securities Depository Limited (NSDL) for conducting AGM through VC/OAVM. Further NSDL has also been engaged for facilitating e-voting to enable the members to cast their votes electronically using remote e-voting system as well as e-voting during the AGM through its e-voting system at www.evoting.nsd.com. Detailed procedure for remote e-voting / e-voting is provided in the Notice of the AGM.

The Notice of the Annual General Meeting along with the Annual Report 2020-21 is being sent only by electronic mode to those Members whose email addresses are registered with the Company/Depositories in accordance with the aforesaid MCA circulars. Members may note that the Notice of the AGM and Annual Report 2020-21 will also be available on the website of NSDL at www.evoting.nsd.com, company's website www.mrpl.co.in and the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively. Members can attend and participate in the AGM through the VC/OAVM facility only. The instructions for joining the AGM are provided in the AGM Notice. Members attending the meeting through VC/OAVM shall be counted for the purpose of reckoning the Quorum under section 103 of the Companies Act, 2013.

If your email ID is already registered with the Company/Depository, login details for e-voting are being sent on your registered email address.

Members holding shares in physical mode or whose e mail addresses are not registered may cast their vote through e-voting system, after registering their email addresses by sending the following documents to the Company at investor@mrpl.co.in or to the Share Transfer Agent at mrplfire@linkintime.co.in

- Scanned copy of signed request letter mentioning 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) for registering email address alongwith self attested copy of latest electricity bill, AADHAR/PASSPORT copy in support of latest address.
- Members holding shares in demat form should contact their Depository Participant (DP) and register the email address in the demat account, as per the process advised by your DP.

The cut-off date for remote e-voting will be on 28/08/2021. Any person, who is a member of the company as on 28/08/2021 shall be entitled to vote through remote e-voting. **The remote e-voting period commences on 01/09/2021 (9:00 a.m.) and ends on 03.09.2021 (5:00 p.m.).** The remote e-voting module shall be disabled by NSDL for voting thereafter.

Any person who acquires shares of the Company and is a Member of the Company as of the cut-off date i.e. 28/08/2021 may obtain login ID and password by sending an e-mail request at evoting@nsdl.co.in. However, any person who have received the AGM notice and have disposed off the shares before the cut-off date i.e. 28/08/2021, may treat the AGM notice only for information.

Date : 06/08/2021
Place : Mangaluru

For Mangalore Refinery and Petrochemicals Limited
Sd/- K B Shyam Kumar
Company Secretary

33rd AGM NOTICE PUBLISHED
IN BUSINESS STANDARD (ALL) EDITION