



### Mangalore Refinery and Petrochemicals Limited

(A Govt. of India Enterprise and A Subsidiary of ONGC Limited)  
 Corporate Identity Number: L23209KA1988GOI008959  
 Regd. Off.: Mudapadav, Post Kuthethoor, Via Katipalla, Mangaluru-575 030  
 Tel No: 0824-2270400, Fax No: 0824-2273300  
 E-Mail: investor@mrpl.co.in Website: www.mrpl.co.in



#### NOTICE

NOTICE is hereby given that the 29<sup>th</sup> Annual General Meeting (AGM) of the Members of Mangalore Refinery and Petrochemicals Limited will be held on **Saturday, 19<sup>th</sup> August, 2017 at 4 P.M.** at MRPL Employees Club at Mudapadav, Post Kuthethoor, Via Katipalla, Mangaluru -575 030, Karnataka to transact the business as set out in the Notice of the meeting.

Electronic copies of the Notice of the 29<sup>th</sup> AGM have been sent to all the members whose email IDs are registered with the Company/Depository Participant(s), unless the members have registered their request for the Physical copy of the same. The same is available on the website of the Company [www.mrpl.co.in](http://www.mrpl.co.in). Notice of 29<sup>th</sup> AGM have been sent to all other members at their registered address in the permitted mode. The dispatch of Notice of 29<sup>th</sup> AGM completed on 26<sup>th</sup> July, 2017.

Members are hereby informed that in compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (Listing Obligations and Disclosure requirements), Regulations 2015. The Company is extending the facility of remote e-voting provided by National Securities Depository Limited (NSDL) to its members to vote on the proposed business before the 29<sup>th</sup> AGM.

The detailed instructions for e-voting are given in the Notice of the AGM. Members are requested to note the following:

1. The remote e-voting shall commence on **Wednesday, 16<sup>th</sup> August, 2017 at 9 a.m.**;
2. The remote e-voting shall end on **Friday, 18<sup>th</sup> August, 2017 at 5 p.m.**;
3. The remote e-voting shall not be allowed beyond **5 p.m. on 18<sup>th</sup> August, 2017**;
4. The cut-off date for determining the eligibility to vote through remote e-voting or at the 29<sup>th</sup> AGM is **12<sup>th</sup> August, 2017**;
5. Any person, who acquired shares of the Company and becomes a member of the Company after dispatch of the Notice of the AGM and holding shares as of the cut-off date, i.e., 12<sup>th</sup> August, 2017, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). However, if a person is already registered with NSDL for remote e-voting then existing user ID and password can be used for casting vote;
6. The facility for voting through Ballot paper shall be made available at the 29<sup>th</sup> AGM for members who have not cast their vote through remote e-voting;
7. **Members may note that:** a) The remote e-voting module shall be disabled by NSDL beyond 5 p.m. on 18<sup>th</sup> August, 2017 and once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently; b) The members who have cast their vote by remote e-voting prior to 29<sup>th</sup> AGM may also attend the AGM but shall not be entitled to cast their vote again; and c) 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 i.e. 12<sup>th</sup> August, 2017 only shall be entitled to avail facility of remote e-voting or voting at the AGM through ballot paper;
8. The Notice of 29<sup>th</sup> AGM and 29<sup>th</sup> Annual Report are available on the Company's website [www.mrpl.co.in](http://www.mrpl.co.in) and also on the NSDL's website <https://www.evoting.nsdl.com>
9. In case of any grievances connected with the facility for voting by electronic means, Members can directly contact Ms. Pallavi Mhatre, Assistant Manager, NSDL, 4th Floor, 'A' Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai-400 013. Email: [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in), Toll free No. 1800-222-990. Members may also send their grievances to the email ID: [investor@mrpl.co.in](mailto:investor@mrpl.co.in)

Notice has been given pursuant to Section 91 of the Companies Act, 2013 and the Rules framed thereunder, that the share transfer books and Register of Members shall remain closed from **Saturday 12<sup>th</sup> August, 2017 to 19<sup>th</sup> August, 2017 (both days inclusive)** for the purpose of determining the entitlement of dividend in case the same is declared at 29<sup>th</sup> AGM scheduled on 19<sup>th</sup> August, 2017.

The said Notice may be accessed on the Company's website at [www.mrpl.co.in](http://www.mrpl.co.in)

Date: 02-08-2017  
 Place: Mangaluru

For Mangalore Refinery and Petrochemicals Limited

Sd/- , Dinesh Mishra  
 Company Secretary