



# ORIENTAL CARBON & CHEMICALS LIMITED

Corporate Identity Number (CIN) - L24297WB1978PLC031539

Regd. Off: 31, Netaji Subhas Road, Kolkata 700 001

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## NOTICE

NOTICE is hereby given that the 38th Annual General Meeting ('AGM') of the Members of the Company will be held at Williamson Magor Hall (1st Floor), The Bengal Chamber of Commerce & Industry, 6, Netaji Subhas Road, Kolkata 700 001 on Friday, July 27, 2018 at 10.30 A.M. to transact the Ordinary and Special business as set out in the Notice dated May 29, 2018.

The dispatch of the Notice convening the AGM setting out the business to be transacted at the Meeting along with the Explanatory Statement, Audited Financial Statement, Attendance Slip, proxy Form and the instructions for Voting through electronic means have been completed on July 4, 2018.

In compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide the members facility to cast their vote electronically on all resolutions through remote e-voting services provided by Central Depository Services (India) Limited (CDSL). The details pursuant to the Act and the Rules are given hereunder:

The remote e-voting period begins on Tuesday, July 24, 2018 at 9:00 a.m. and ends on Thursday, July 26, 2018 at 5:00 p.m. During this period, shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (i.e. July 20, 2018), may cast their vote electronically. The remote e-voting module shall be disabled by CDSL for voting thereafter.

Any person who acquires shares and become Member after dispatch of Notice of 38th AGM and holds shares as of the cut-off date of July 20, 2018 may obtain the sequence number for remote e-voting by sending a request to the Company's RTA at [kolkata@linkintime.co.in](mailto:kolkata@linkintime.co.in).

The shareholders attending the meeting physically or through proxy may cast their vote through polling paper at the venue of the meeting. However, in case of vote(s) already cast through remote e-voting, any further voting at the venue through polling paper shall be treated invalid and voting through remote e-voting shall prevail.

The Notice of the AGM is available on the website of the Company [www.occlindia.com](http://www.occlindia.com) and also on the CDSL's website at [www.evotingindia.com](http://www.evotingindia.com).

In case you have any queries or issue regarding remote e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com) under help section or write an e-mail to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or [investorfeedback@occlindia.com](mailto:investorfeedback@occlindia.com) or contact Mr. Arghya Majumder, Asst. Manager, (Unit: Oriental Carbon & Chemicals Ltd.) of CDSL, 22, Camac Street, Kolkata – 700 016 or call CDSL's Toll free No. 18002005533, for any further clarification.

For Oriental Carbon & Chemicals Limited

Sd/-

Place : Kolkata

P K Maity

Dated : 04.07.2018

Company Secretary