

TANFAC INDUSTRIES LIMITED



Registered Office: 14 SIPCOT Industrial Complex, CUDDALORE - 607 005, TAMIL NADU
TEL: 04142-239001 TO 239005 FAX: 04142-239008
website: www.tanfac.com Email id: invreln.tanfac@adityabirla.com
CIN: L24117TN1972PLC006271

NOTICE OF ANNUAL GENERAL MEETING, BOOK CLOSURE AND REMOTE E-VOTING INFORMATION

NOTICE is hereby given that the 45th Annual General Meeting ("AGM") of the Members of the Company will be held on Saturday, the 21st September, 2019 at 11.30 A.M. at the Registered Office of the Company at 14, SIPCOT Industrial Complex, Cuddalore - 607005, to transact the items of business contained in the Notice of the AGM dated 5th August, 2019.

Pursuant to Section 91 of the Companies Act, 2013 and the rules made thereunder and in terms of Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Register of Members and Share transfer Books of the Company will remain closed from Sunday, the 15th September, 2019 to Saturday, the 21st September, 2019, (both days inclusive).

Electronic copies of the Notices along with Annual Reports for the Financial Year 2018-19, Proxy Forms and Attendance Slips for AGM have been sent to the Members whose valid e-mail IDs are already registered with the Company / Depository Participant(s) as per master data available as on 23rd August, 2019 ('cut off date' for this purpose). Physical copies of Annual Reports have been dispatched to the Members at their postal addresses and completed on 29th August, 2019. The Members who do not have received the Notices along with Annual Reports can download the same in the Company's website, viz., www.tanfac.com or may request for a hard copy by writing to our Registered Office address.

Pursuant to Section 108 of The Companies Act, 2013, read with Rule 20 of The Companies (Management and Administration) Rules, 2014 and in terms of Regulation 44 of SEBI (LODR) Regulations, 2015, the Company is pleased to provide its Members the facility to exercise their right to vote by electronic means on all the resolutions set out in the Notice through Central Depository Services (India) Limited (CDSL).

The Members, whose name appears on the Register of Members / Register of Beneficial Owners maintained by the Depositories as on the cut off date for e-voting i.e. 14th September, 2019, shall be entitled to avail the facility of remote e-voting / voting at the AGM. Any person, who acquires shares and becomes Members of the Company after dispatch / sending soft copy of Notice of the 45th Annual General Meeting but before the cut off date for e-voting i.e. 14th September, 2019, eligible for e-voting may log on to <https://www.evotingindia.com> or mail to corpserv@integratedindia.in to know the procedure for e-voting.

The details of the manner of casting remote e-voting facility are available in the Notes No.19 to the Notice of AGM and also posted in Company's website www.tanfac.com and CDSL website <https://www.evotingindia.com>. **The e-voting period commences on Wednesday the 18th September, 2019 at 9.00 A.M. and ends on Friday 20th September, 2019 at 5.00 P.M. (EVSN 190824001).** The e-voting module will be disabled for casting their vote by the Members beyond the said period and time.

In case of any queries or issues regarding remote e-voting, Members may either refer the "User Manual for Shareholders to cast their votes" and "User Manual for Shareholders to vote through m-voting" available at www.evotingindia.com under help section or write an email to helpdesk.evoting@cdslindia.com contact Mr. Rakesh Dalvi, Deputy Manager, CDSL, Marathon Futurex, Unit No. 2501, 25th Floor, A-Wing, Mafatlal Mills Compound, N M Joshi Marg, Lower Parel, Mumbai – 400 013. E-mail: helpdesk.evoting@cdslindia.com toll free number 1800 200 5533.

By Order of the Board
For TANFAC INDUSTRIES LIMITED
PUNITA AGGARWAL
COMPANY SECRETARY

CUDDALORE
06.09.2019