

TANFAC INDUSTRIES LIMITED



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CIN: L24117TN1972PLC006271

NOTICE OF 47TH ANNUAL GENERAL MEETING (AGM), BOOK CLOSURE AND REMOTE E-VOTING / E-VOTING DURING AGM INFORMATION

NOTICE is hereby given that the 47th Annual General Meeting (AGM) of TANFAC INDUSTRIES LIMITED will be held on Tuesday, the 28th September 2021, at 11.30 AM through Video Conference (VC) / Other Audio Visual Means (OAVM), to transact the items of business as set out in the Notice to the AGM dated 13th August, 2021.

The AGM will be convened in compliance with the applicable provisions of the Companies Act, 2013 and the Rules made thereunder (the Act), provisions of Securities and Exchange Board of India (SEBI) (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the provisions of General Circular No. 20/2020 dated 5th May 2020 read with General Circular No. 14/2020 dated 8th April 2020, General Circular No. 17/2020 dated 13th April 2020 and General Circular No. 02/2021 dated 13th January 2021 issued by the Ministry of Corporate Affairs, Government of India (MCA) read with Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May 2020 and Circular No. SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated 15th January 2021 issued by SEBI and other applicable circulars issued by MCA/SEBI (collectively known as 'MCA and SEBI Circulars').

In compliance with the above provisions, the Notice of the 47th AGM and the Annual Report have been emailed only to those shareholders whose valid e-mail IDs are already registered with the Company / Depository Participant(s) as per master data available as on 1st September, 2021 ('cut off date' for this purpose). The electronic despatch of the Annual Report to members has been completed on Wednesday, the 1st September 2021.

The Notice of 47th AGM and the Annual Report for the Financial Year 2020-21 are available on the Company's website www.tanfacs.com, website of the Stock Exchange www.bseindia.com and website of the Central Depository Services (India) Limited (CDSL) www.evotingindia.com.

Instructions for Remote E-Voting and E-Voting during AGM :

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 remote e-voting and e-voting during the AGM (Insta Poll) provided during the AGM. Members who have cast their votes through remote e-voting prior to the AGM can attend the AGM but will not be entitled to cast their vote again.

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. 21st September, 2021, shall be entitled to avail the facility of remote e-voting / e-voting at the AGM. Any person, who acquires shares and becomes Members of the Company after the email circulation of soft copy of Notice of the 47th AGM but before the cut-off date for remote e-voting / e-voting during AGM i.e. 21st September, 2021, 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 / e-voting during AGM are available in the Notes No.19 to the Notice of AGM and also posted in Company's website www.tanfacs.com and CDSL website <https://www.evotingindia.com>. The remote e-voting period commences on Saturday the 25th September, 2021 at 9.00 A.M. and ends on Monday the 27th September, 2021 at 5.00 P.M. (EVSN 200902056). The remote 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 Deputy Manager, CDSL, 16th Floor, Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai – 400 001, E-mail: helpdesk.evoting@cdslindia.com toll free number 1800 200 5533.

Book Closure :

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 Wednesday, the 22nd September, 2021 to Tuesday, the 28th September, 2021, (both days inclusive).

Shareholders are requested to carefully read all the notes set out in the Notice of the AGM and in particular, instructions for joining the AGM, manner of casting vote through remote e-voting and e-voting during AGM (Insta Poll).

CUDDALORE
09.09.2021

By Order of the Board
For TANFAC INDUSTRIES LIMITED
ARCHANA .T
COMPANY SECRETARY