



IMPEX FERRO TECH LTD.

Regd. Office: 35, C. R Avenue, 4th Floor, Kolkata - 700 012

Phone No. : +91-33-2211 0225

Corporate Office: SKP House, 132A, S. P. Mukherjee Road, Kolkata - 700 026

Phone No. : +91-33-4016 8000/8100; Fax: +91-33-4016 8191/8107

Website : www.impexferrotech.com; E-mail: cs@impexferrotech.com

CIN : L27101WB1995PLC071996

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

Notice is hereby given that the 23rd Annual General Meeting (AGM) of the members of the Company will be held on Thursday, the 27th day of September, 2018 at 3.00 p.m. at 'ROTARY SADAN', 94/2, Chowringhee Road, Kolkata – 700 020 to transact the businesses as set out in the Notice convening the said meeting.

The Company has on 3rd September, 2018, completed the dispatch of the physical copies of the Annual Report for the year ended 31st March, 2018 along with the Notice, Attendance Slip and Proxy Form to the members who have not registered their e-mail address and on 5th September, 2018, sent the same, through electronic means to the members whose e-mail ids are registered with the Company/Depository Participants for communication purposes.

In terms of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended, the Company is pleased to provide e-voting facility to its members enabling them to cast their vote electronically for all the resolutions as set out in the AGM Notice dated 13th August, 2018. The Company has availed the remote e-voting services as provided by Central Depository Services (India) Limited (CDSL). The Board of Directors of the Company has appointed M/s. H. M Choraria & CO. (Prop. Mr. Hanuman Mal Choraria), Practicing Company Secretaries, Kolkata as Scrutinizer for conducting the remote e-voting process in a fair and transparent manner. The voting rights of members shall be as per the number of equity shares held by the members as on the cut-off date which is 20th September, 2018. The Notice along with Annual Report has been sent to all the members, whose names appeared in the Register of Member/Record of Depositories as on 24th August, 2018.

All the members are informed that:

- i. The cut-off date for determining the eligibility to vote by electronic means is Thursday, 20th September, 2018;
- ii. The remote e-voting shall commence from Monday, 24th September, 2018 at 9.01 a.m. and shall end on Wednesday, 26th September, 2018 at 5.00 p.m.
- iii. Any person, who acquires shares on the Company and becomes the member of the Company after dispatch of the notice and holds shares as on the cut-off date i.e. 20th September, 2018, may obtain the login ID and password by sending a request at helpdesk.evoting@cdslindia.com or Issuer/RTA.
However, if a person is already registered with CDSL for remote e-voting then he/she can use his/her existing user ID and password for casting his/her vote.
- iv. Member may note that:
 - a) The facility for voting through ballot paper shall be made available at the AGM.
 - b) The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.
 - c) The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of "Ballot Paper" for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
 - d) The notice shall be displayed on the website of the company i.e., www.impexferrotech.com and on the website of CDSL: www.evotingindia.com

In case of any queries, you may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the download section of www.evotingindia.com or contact CDSL at the following toll free no.: 1800-200-5533 or contact to Mr. Moloy Biswas : Unit No. - A1 (II) & A1 (III), Block - A, 1st Floor, 22 Camac Street (Abanindranath Thakur Sarani), Kolkata – 700 016 at the designated email Id: moloyb@cdslindia.com and telephone no. 9073980266.

Pursuant to the provisions of Section 91 of the Act and Rules made thereunder and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 with Stock Exchange(s), the Register of Members and the Share Transfer books of the Company will remain closed from Thursday, 20th September, 2018 to Thursday, 27th September, 2018 (both days inclusive) for the said AGM.

By Order of the Board
For Impex Ferro Tech Limited

Place: Kolkata
Date: 5th September, 2018

Sd/-
Richa Agarwal
Company Secretary & Compliance Officer