

**IMPEX FERRO TECH LIMITED**

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CIN : L27101WB1995PLC071996

**NOTICE OF ANNUAL GENERAL MEETING, CUT-OFF DATE AND E-VOTING INFORMATION**

Notice is hereby given that the 26th Annual General Meeting (AGM) of the members of the Company for financial year 2020-21 is scheduled to be held on Tuesday, 28th September, 2021 at 3.00 p.m. through Video Conferencing (VC)/Other Audio-Visual Means (OAVM) to transact the businesses as set out in the Notice convening the AGM (the Notice) in compliance with all applicable provisions of the Companies Act, 2013 and the SEBI (LODR) Regulations, 2015 along with all applicable circulars on the matter issued by Ministry of Corporate Affairs (MCA) and Securities and Exchange Board of India (SEBI). Members are requested to go through the Notice of AGM carefully particularly instructions given therein for attending AGM and matters associated therewith.

In compliance with the above MCA and SEBI circulars, electronic copies of Notice of 26th AGM along with Annual Report for the financial year 2020-21 has been dispatched on 6th September, 2021 to those members whose email addresses are registered with the Company/Depository Participants for communication purpose. Notice of the 26th AGM along with Annual Report will also be available on the Company's website [www.impexferrotech.com](http://www.impexferrotech.com), website of the Stock Exchanges i.e., BSE Limited at [www.bseindia.com](http://www.bseindia.com) and National Stock Exchange of India Limited at [www.nseindia.com](http://www.nseindia.com) respectively and also on the website of Central Depository Services (India) Limited (CDSL) at [www.evotingindia.com](http://www.evotingindia.com). Members holding shares in physical mode are requested to update their email id with RTA at [mdpldc@yahoo.com](mailto:mdpldc@yahoo.com) or with the Company at [cs@impexferrotech.com](mailto:cs@impexferrotech.com). Members holding shares in dematerialised mode are requested to update their email id and mobile number with the concerned Depository Participants.

The Company is pleased to provide to all its members holding shares as on the cut-off date i.e., Tuesday, 21st September, 2021 with the facility to exercise their right to vote by electronic means (remote e-voting and e-voting during the AGM) provided by CDSL to transact businesses as set out in the Notice of AGM. The detailed manner for participating through remote e-voting facility and e-voting during the AGM is given in the Notice. The remote e-voting period will commence on Saturday, 25th September, 2021 at 9:00 a.m. and will end on Monday, 27th September, 2021 at 5:00 p.m. The remote e-voting module shall be disabled thereafter. Any person who become member after dispatch of the Notice and holding shares as on the cut-off date i.e., Tuesday, 21st September, 2021 may obtain the User ID and password by sending a request at [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or RTA of the Company at [mdpldc@yahoo.com](mailto:mdpldc@yahoo.com). However, if the member is already registered with CDSL for remote e-voting, then they can use the existing user id and password to cast their votes. The Company has opted to provide e-voting during the AGM which is integrated with the VC/OAVM platform and no separate login id is required for the same. Members who had cast their vote by remote e-voting may attend the AGM but shall not be entitled to cast their vote again at the AGM. Those members attending the AGM and who have not cast their vote on the resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote during the AGM.

In case of any queries pertaining to e-voting, you may refer to 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 contact the Company or Registrar and Share Transfer Agent.

By Order of the Board  
For Impex Ferro Tech Limited  
Sd/-

Richa Lath

Place: Kolkata  
Date : 7th September, 2021

Company Secretary &amp; Compliance Officer