

# THE PHOSPHATE COMPANY LIMITED

CIN: L24231WB1949PLC017664

Registered Office : 14, NETAJI SUBHAS ROAD KOLKATA -700001

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Website : www.phosphate.co.in

## Notice of the Annual General Meeting, Book Closure and E-Voting Information

NOTICE is hereby given that Annual General Meeting of the members of The Phosphate Company Limited for the FY 2019-20 will be held on Monday, the 21st December, 2020 at 11.30 A.M. (IST) through Video Conferencing ("VC") or Other Audio Visual Means ("OAVM") in compliance with the provisions of the Companies Act, 2013 (the Act'). SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and MCA Circulars dated 5th May 2020 read with General Circulars dated 8th April 2020 and 13th April 2020 (collectively referred to as "MCA Circulars") and SEBI Circular dated 12th May, 2020 to transact the business as set out in the Notice of the AGM dated 9th November, 2020. In terms of the aforesaid circulars, the Notice of the AGM and Annual Report for the financial year ended 31st March, 2020 has been sent only through e-mails, with links to access the same, to members whose email IDs are registered with the Company or the Registrar and Share Transfer Agent (RTA) or the Depository Participant (s) and the same has been completed on 26th November, 2020. The Notice and Annual Report are also available on the website of the Company viz. www.phosphate.co.in website of stock exchange, BSE Limited at www.bseindia.com and CSE Limited at www.cse-india.com. The Notice is also available on the website of National Securities Depository Limited (NSDL) viz. www.evoting.nsdl.com.

In compliance with the provisions of Section 108 and rules made there under and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) 2015, the Company is providing to its members, facility of remote e-voting before the AGM and e-voting during the AGM in respect of the businesses as set out in the Notice of AGM dated 9th November 2020 and for this purpose the company has appointed NSDL for facilitating voting through electronic means. The detailed instructions for remote e-voting as well as e-voting during the Meeting are given in the Notice of AGM. The remote e-voting period shall commence from Friday, 18th December 2020 (09:00A.M.) and ends on Sunday, 20th December 2020 (5:00 P.M.). The remote e-voting module shall be disabled by NSDL for voting thereafter. A person, whose name appears in the register of Members / Beneficial Owners as on the cut-off date, i.e., Monday, 14th December 2020, only shall be entitled to avail the facility of remote e-voting as well as voting during the meeting through VC/OAVM. The voting rights of the members shall be in proportion to their share of the paid up equity share capital of the Company as on the cut-off date.

Any person, who acquires the shares of the Company and becomes a Member of the Company after dispatch of Notice of the AGM and holds shares as on the cut-off date i.e. Monday, 14th December 2020, may obtain the User ID and Password by sending a request to our Registrars and Transfer Agents at their e-mail address at mdpldc@yahoo.com. However, if a person is already registered for e-voting, then existing user ID and password can be used for casting vote. **Members holding shares in physical form and/or who have not registered their email address with the Company or the Registrar and Share Transfer Agent (RTA) or the Depository Participant (s) are requested immediately write to Maheshwari Datamatics Private Limited, 23, R. N. Mukherjee Road, 5th Floor, Kolkata-700 001, e-mail-mdpldc@yahoo.com. for registration of their email id to cast their vote through remote e-voting or e-voting system during the meeting.**

The facility of voting through electronic voting system shall also be available at AGM through VC/OAVM. Only those members attending the meeting through VC/OAVM and who have not already cast their vote through remote e-voting shall be able to exercise their voting rights during the meeting. The members who have cast their vote on resolution(s) by remote e-voting prior to the AGM will also be eligible to participate at the AGM through VC/OAVM but shall not be entitled to cast their vote on such resolutions again. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently. In case of any queries / grievances relating to voting or participating in the AGM through VC/OAVM members may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.:1800-222-990 or send a request at evoting@nsdl.co.in or contact Shri S.K. Chaubey, Manager, M/s. Maheshwari Datamatics Private Limited, 23, R. N. Mukherjee Road, 5th Floor, Kolkata-700 001, Telephone :(033) 22482248, e-mail-mdpldc@yahoo.com.

Notice is hereby also given that pursuant to Section 91 of the Companies Act, 2013 and rules made thereunder and Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) 2015, the Register of Members and the Share Transfer Books of the Company will remain closed from Tuesday, 15th December, 2020 to Monday, 21st December 2020 (both days inclusive) for the purpose of Annual General Meeting.

By Order of the Board of Directors  
For The Phosphate Co. Ltd.  
Suresh Kumar Bangur  
Executive Director  
DIN:00040862

Place : Kolkata

Dated : 26-11-2020