

**26<sup>th</sup> August, 2025**

To

<b>The General Manager</b> Department of Corporate Relations BSE Limited Sir Phiroze Jeejeebhoy Towers Dalal Street Fort Mumbai 400 001	<b>The Vice President</b> Listing Department The National Stock Exchange of India Limited Exchange Plaza Bandra Kurla Complex Bandra (East) Mumbai 400 051
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**Sub: Letter to the shareholders whose e-mail address is not registered with the Depository participants, Company/Registrar & Transfer Agent.**

**Ref: Regulation 30 of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015.**

**Symbol: NSE: HCL-INSYS  
BSE (For Physical Form): 179  
BSE (For Demat Form): 500179**

Dear Sir/ Madam,

Pursuant to Regulation 36(1)(b) of the SEBI Listing Regulations, we hereby inform that the Company has issued letters to those Shareholders who have not registered their e-mail addresses with the Company/ Registrar & Share Transfer Agent or Depository Participants, providing web link and exact path for direct access to the Notice of the 39th Annual General Meeting and the Annual Report for financial year 2024-25.

A copy of the sample letter is enclosed herewith. Kindly take the same on record.

This is for your information and records.

Thanking you  
**For HCL Infosystems Limited**

**Twinkle Monga**  
**Company Secretary & Compliance Officer**  
**Membership No. ACS 54882**



HCL INFOSYSTEMS

# HCL INFOSYSTEMS LTD.

CIN : L72200DL1986PLC023955

Registered Office: 806, Siddharth, 96, Nehru Place, New Delhi - 110 019  
Corporate Office : A-11, Sector-3, Noida-201301 (U.P.)

Date: 26-08-2025

Name of the Shareholder	
Folio/DP Id & Client Id No.	
Address	

Dear Sir/Madam,

**Sub: Notice of 39<sup>th</sup> Annual General Meeting ('AGM') of HCL Infosystems Limited ('the Company') and Annual Report for the financial year 2024-25.**

We are pleased to inform you that the Thirty Ninth (39<sup>th</sup>) AGM of the Company is scheduled to be held on Wednesday, September 17<sup>th</sup>, 2025, at 10:30 A.M. (IST) through Video Conference/ Other Audio-Visual Means ('VC/OAVM'), in compliance with the various circulars issued by Ministry of Corporate Affairs ('MCA') and Securities Exchange Board of India ('SEBI'), from time to time.

As per Regulation 36(1)(a) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") read with circulars issued by MCA and SEBI, Notice of AGM along with Annual Report for the financial year 2024-25 is being sent through email to all the Member(s) whose e-mail addresses are registered with the Company/Registrar & Share Transfer Agent (RTA) or Depository Participants (DPs).

We wish to inform you that on scrutiny of our Shareholder records, we have observed that your email address is not registered with your demat account. Thus, we are unable to send the Notice of AGM along with the Annual Report to you through email/electronically. Therefore, in compliance with Regulation 36(1)(b) of the SEBI Listing Regulations, we hereby inform you that Notice of AGM and the Annual Report of the Company is available on website of the Company. The Notice and the Annual Report can be accessed at <https://hclinfosystems.in/investors/>. The exact path is Financial Report section and Annual Report 2024-25. The link of the Annual Report is <https://hclinfosystems.in/wp-content/uploads/2025/08/HCL-Infosystems-Annual-report-2025.pdf>

Additionally, Notice of AGM and the Annual Report is also available on website of National Securities Depository Limited (NSDL) at [www.evoting.nsdl.com](http://www.evoting.nsdl.com) and the Stock Exchanges on which the securities of the Company are listed, i.e., BSE Limited and National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com), respectively.

Key dates for the AGM are as under

Sr.No	Particulars	Date
1	39 <sup>th</sup> AGM through VC/OAVM	Wednesday, September 17,2025 at 10:30 AM.
2	Cut-off date for e-voting and participating in the AGM	Wednesday, September 10,2025.
3	Remote e-voting start date and time	Sunday, September 14,2025 at 9:00 AM.
4	Remote e-Voting end date and time	Tuesday, September 16,2025 at 5:00 PM.

Further, you are also requested to register/update your email address with your respective DPs at the earliest. This will enable you to receive all important communication and information electronically, hereafter from the Company.

Should you have any queries, please contact the Company at [cosec@hclinfosystems.com](mailto:cosec@hclinfosystems.com) or the Company's RTA at [rta@alankit.com](mailto:rta@alankit.com)

For and on behalf of:

**HCL Infosystems Limited**

Sd/-

*Twinkle Monga*

Company Secretary & Compliance officer

Membership No: A-54882