



बामर लॉरी एण्ड कं. लिमिटेड
(भारत सरकार का एक उद्यम)

Balmer Lawrie & Co. Ltd.
(A Government of India Enterprise)

सचिव विभाग

21, नेताजी सुभाष रोड, कोलकाता-700 001 (भारत)
फोन : (91) (33) 2222 5329 / 5314 / 5209

SECRETARY'S DEPARTMENT

21, Netaji Subhas Road, Kolkata - 700 001 (INDIA)
Phone : (91) (33) 2222 5329 / 5314 / 5209
E-mail : bhavsar.k@balmerlawrie.com
CIN : L15492WB1924GOI004835

Ref: SECY/StockExchange/2017

Date: 23rd August, 2017

The Secretary,
National Stock Exchange of India Ltd.
Exchange Place
Bandra-Kurla Complex
Bandra (E),
Mumbai - 400 051
Company Code : BALMLAWRIE

The Secretary,
BSE Ltd.
Phiroze Jeejeebhoy Towers
Dalal Street
Mumbai- 400001
Company Code : 523319

Dear Sir(s),

Sub.: Submission of copies of newspaper advertisement pursuant to Regulation 30 and 47 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR)

Pursuant to Regulation 30 and 47 of the SEBI (LODR) Regulations, 2015, please find enclosed herewith copies of the "notice for 100th Annual General Meeting, Book Closure and remote e-voting" published by the Company in the newspapers for your information and record.

The aforesaid notice was published in English newspaper "Financial Express" on 22nd August, 2017 and in Hindi newspaper "Jansatta" and Bengali newspaper "Ei samay" on 23rd August, 2017.

Thanking You,
Yours faithfully,
For Balmer Lawrie & Co. Ltd.

Kaustav Sen
Compliance Officer

Enclosed: As above



Balmer Lawrie & Co. Ltd.

(A Government of India Enterprise)

Regd. Office: 21, Netaji Subhas Road, Kolkata 700 001

CIN: L15492WB1924GOI004835

Phone: 033-2222-5329, E-mail: bhavsar.k@balmerlawrie.com, Website: www.balmerlawrie.com

NOTICE FOR 100th ANNUAL GENERAL MEETING, BOOK CLOSURE AND REMOTE E-VOTING

Notice is hereby given that the 100th Annual General Meeting (the AGM) of Balmer Lawrie & Co. Ltd. (the Company) will be held on Thursday, 14th September, 2017 at 10:30 a.m. at G. D Birla Sabhagar, 29, Ashutosh Chowdhury Avenue, Kolkata – 700 019.

The Company has on 21st August, 2017 completed the dispatch of the notice of the AGM along with explanatory statement, route map of venue, proxy form, e-voting and other instructions and attendance slip and e-voting User ID and Password for the AGM to all the members.

Notice is also hereby given, that pursuant to Section 91 of the Companies Act, 2013 and Rule 10 of the Companies (Management and Administration) Rules, 2014, the Register of Members and the Share Transfer Books of the Company shall remain closed from Friday, 8th September, 2017 to Thursday, 14th September, 2017 (both days inclusive) for the purpose of distribution of dividend for the financial year ended 31st March, 2017. Upon declaration by the members, dividend for the financial year 2016-17 shall be paid to those shareholders who are holding shares of the Company as on Cut-off date i.e. 7th September, 2017 End of Day (EOD) fixed for the purpose.

Members may opt to receive dividend through Electronic mode. Members are requested to submit mandates for opting for electronic credit on or before 7th September, 2017 so as to enable the Company to pay dividend through electronic mode. Members who are holding shares in physical form are requested to send their mandates to the Company's Registrar and Share Transfer Agent, Link Intime India Pvt Ltd. (LIPL). Those holding shares in electronic form are requested to send mandates directly to their respective Depository Participants (DPs).

Further notice is also hereby given that pursuant to the provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015, Secretarial Standard-2 on General Meeting and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide to the members facility to exercise their right to vote by electronic means and the business may be transacted through e-voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL).

Mr. Mohan Ram Goenka, a Company Secretary in whole-time practice, has been appointed to act as a scrutinizer to the e-voting process to ensure the same is conducted in a fair and transparent manner.

1. The Notice of the AGM of the Company inter alia indicating the process and manner of e-voting process along with Attendance Slip and Proxy Form can be downloaded from the link <https://www.evoting.nsdl.com> or www.balmerlawrie.com.
2. The remote e-voting period commences on 10th September, 2017 (9.00 am) and ends on 13th September, 2017 (5:00 pm). During this period the shareholders of the Company, may cast their vote electronically and not beyond the said date and time as the e-voting module shall be disabled for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
3. The voting rights of members shall be in proportion to their shares of the paid-up equity share capital of the Company as on the cut-off date of 7th September, 2017 (EOD). Any person, who acquires shares of the Company and becomes member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 7th September, 2017 (EOD), may obtain the login ID and password by sending a request at evoting@nsdl.co.in or kolkata@linkintime.co.in. The members as on the cut-off date, who cast vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again at the AGM.
4. A person whose name is recorded in the Register of Members or in the Register of beneficial owners maintained by the Depositories as on the Cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting in the General Meeting.
5. The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper.
6. Website of the Company and of the agency where notice of the meeting is displayed are www.balmerlawrie.com and www.evoting.nsdl.com respectively.
7. Any person having grievances connected with the facility may contact the undersigned at the email id and phone no. mentioned above.

Members holding shares in physical mode are requested to notify changes relating to address, Bank Account details to LIPL. Members who are holding shares in electronic form are requested to update the said particulars with respective DP.

The Notice of the 100th AGM is available on the website of the Company www.balmerlawrie.com and on the website of the stock exchanges at www.nseindia.com and www.bseindia.com respectively.

Date: 22nd August, 2017
Place: Kolkata

Balmer Lawrie & Co. Ltd.
Kavita Bhavsar
Company Secretary

Financial Express 22nd August, 2017
KOLKATA