KEI Industries Limited

Regd. Office: D-90, Okhla Industrial Area, Phase – 1 New Delhi – 110020. CIN: L74899DL1992PLC051527. Tel.: +91-11-26818840, 26818642, 26815558, 26815559. Fax: +91-11-26811959, 26817225. Email: info@kei-ind.com Website: www.kei-ind.com

KEI/2019-20 **Date: 23-08-2019**

The Manager,
Bombay Stock Exchange Ltd
Listing Division,
Department of Corporate Services,
1st Floor, Rotunda Bldg., B. S. Marg,
Fort, Mumbai-400 001.

Subject: Notice of Book Closure in connection with 27th AGM / Dividend Payment pursuant to Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Dear Sir / Madam,

This is to inform you that pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of the Companies (Management and Administration) Rules, 2014, as amended from time to time and Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Register of Members and Share Transfer Books of the Company will remain closed from **September 11, 2019 to September 17, 2019 (both days inclusive)** for the purpose of taking on record the name of shareholders entitled to dividend for the FY 2018-19.

This is for your information and record.

Thanking You,
Yours faithfully,
For KEI INDUSTRIES LIMITED

For KEI INDUSTRIES LIMITED

(KISHORE KUNAL)
GM (Corporate) & Company Secretary

(KISHORE KUNAL)
General Manager (Corporate) & Company Secretary

Encl: Public Notice of AGM, Book Closure and E-voting.

CC:

The National Stock Exchange of India Ltd. **Listing Division,** **Exchange Plaza, Plot No. C/1, G Block,** **Bandra Kurla Complex, Bandra (E),** **Mumbai – 400 051**	**The Calcutta Stock Exchange Ltd.** **The Senior Manager, Listing Division,** **7, Lyons Range, Kolkata-700001**

Works-II : **Bhiwadi** : SP-920, RIICO Industrial Area, Phase-III, Bhiwadi, Dist. Alwar-301019 (Rajasthan) **Tel** : 01493-220106, 221731 **Fax** : 01493-221732.
Works-III : **Silvassa** : 99/2/7, Madhuban Istrial Estate, Rakholi, Silvassa UT of D &N.H-396240. **TelFax** : 0091-260-2644404, 2630944,2645896
Branch Offices : **Chennai** : 27/F-1, first floor, Chakrapani Street, West Mambalam, Chennai-600 033 **Tel** : 044-24803363 **Fax** : 044-24803404.
: **Mumbai** : 101/102, Vastu Shilp, Vastu Enclave, Andheri Pump House, Andheri(East), Mumbai-400093. Tel: 0091-22-2823963/28375642, Fax: 28258277
: **Kolkata** : **Arihanth Benchmark, 4th Floor, 113-F, Matheshwartola Road,** Kolkata-7000466 **Telfax** : 033-40620820/4062

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NOTICE

Notice is hereby given that the 27th Annual General Meeting (AGM) of the Company will be held on Tuesday, the 17th Day of September, 2019 at 10.00 A.M. at Sri Sathya Sai International Centre, Pragati Vihar Institutional Area, Lodhi Road, New Delhi - 110 003 to transact the business as set out in the Notice of AGM.

Pursuant to the provisions of Section 101 and 136 of the Companies Act, 2013 read with Rule 18 of the Companies (Management and Administration) Rules, 2014, as amended from time to time, the Annual Report of the Company for the FY 2018-19 along with the Notice of 27th AGM (including instruction for e-voting, attendance slip and proxy form) have been sent by e-mail to the shareholders, who have registered their respective e-mail address with the Company/Depository and the Physical copies of the same have been sent to those shareholders whose e-mail address are not registered with the Company/Depository.

Notice is also hereby given that pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of the Companies (Management and Administration) Rules, 2014, as amended from time to time and Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 , the Register of Members and Share Transfer Books of the Company will remain closed from September 11, 2019 to September 17, 2019 (both days inclusive) for the purpose of taking on record the name of shareholders entitled to dividend for the FY 2018-19.

Further, pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide **e-voting facility** to its members to cast their vote electronically on all the resolutions set forth in the Notice convening the 27th AGM. The Company has engaged the services of **National Securities Depository Limited (NSDL)** to provide **e-voting facility**. A person, whose name is recorded in the register of members as on cut-off date shall be entitled to avail the facility of e-voting or ballot paper. The e-voting facility will be available at the link https://www.evoting.nsdl.com.

The details pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time are given below:

1. The Ordinary and Special Business as stated in the Notice convening the 27th AGM may be transacted through voting by electronic means;
2. Date and time of commencement of remote e-voting: Saturday, 14th September, 2019 from 9.00 A.M. (IST);

For KEI INDUSTRIES LIMITED

(KISHORE KUNAL)
GM (Corporate) & Company Secretary

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: Mumbai : 101/102, Vastu Shilp, Vastu Enclave, Andheri Pump House, Andheri(East), Mumbai-400093. Tel: 0091-22-2823963/28375642, Fax: 28258277
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3. Date and time of end of remote e-voting: Monday, 16th September, 2019 upto 5.00 P.M. (IST). The e-voting module shall be disabled by NSDL for e-voting thereafter. Remote e-voting shall not be allowed thereafter beyond the said date and time;
4. The cut-off date (i.e. the record date) for the purpose of e-voting: Tuesday, 10th September, 2019;
5. Shareholders may participate in the AGM even after exercising their right to vote through remote e-voting but shall not be allowed to vote again at the AGM;
6. The facility for casting the vote through ballot paper shall be made available at the AGM for the members who have not cast their vote by remote e-voting;
7. Any person, who acquires shares of the Company and becomes member of the Company after the dispatch of Notice of AGM and holding shares as on the cut-off date i.e. 10th September, 2019, may obtain the Login ID and Password by sending a request at evoting@nsdl.co.in or to the RTA, Mas Services Limited at info@masserv.com. However, if a person is already registered with NSDL for remote e-voting then existing user ID and password can be used for casting the vote;
8. The Notice of the AGM along with e-voting instructions and Annual Report 2018-19 are also available on the Company's website at www.kei-ind.com and on the website of NSDL at www.evoting.nsdl.com;
9. The Company has appointed Mr. Sumit Kumar, Practicing Company Secretary (Membership No. FCS-7714 & CP No. 8072), Proprietor of M/s. S. K Batra & Associates, Company Secretaries, as Scrutinizer to scrutinize the e-voting process in a fair and transparent manner;
10. For detailed instructions pertaining to e-voting, members may go through the e-voting instructions (annexed with the Notice of AGM). For any queries/ grievances related to e-voting, shareholders may contact to: Mas Services Limited, RTA at T-34, 2nd Floor, Okhla Industrial Area, Phase - II, New Delhi - 110 020, Ph: 011-26387281/82/83, E-mail: info@masserv.com or Ms. Pallavi Mhatre, National Securities Depository Limited (NSDL), Trade World, "A Wing", 4th Floor, Kamala Mills Compund, Senapati Bapat Marg, Lower Parel, Mumbai – 400013, Toll free No : 1800-222-990, E-mail : evoting@nsdl.co.in or Mr. Kishore Kunal, General Manager (Corporate) & Company Secretary at D-90, Okhla Industrial Area, Phase-1, New Delhi – 110 020, Ph: 011-26818840/8642, E-mail: cs@kei-ind.com.

Place: New Delhi
Date: August 23, 2019

For KEI INDUSTRIES LIMITED
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GM (Corporate) & Company Secretary
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