



एमएसटीसी लिमिटेड

(भारत सरकार का उपक्रम)

MSTC LIMITED

(A Govt. of India Enterprise)

CIN : L27320WB1964GOI026211

e-assuring
INDIA

MSTC/CS/SE/358

22nd August, 2022

1. The Dy. Manager (Listing)
BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai 400 001.
(Scrip Code: 542597)
2. The Manager, Listing Department
National Stock Exchange of India Limited
Exchange Plaza, Bandra Kurla Complex
Bandra (E), Mumbai 400 051
(Scrip Code: MSTCLTD)

Dear Sir/Madam,

Sub: Newspaper Publication

The Fifty-seventh Annual General Meeting (AGM) of the members of MSTC Limited ("Company") is scheduled to be held on Tuesday, September 27, 2022, at 11:00 A.M. (IST) through Video Conferencing ("VC") / Other Audio Video Means ("OAVM").

Pursuant to the MCA circular no. 02/2022 dated 05.05.2022 read with relevant circulars of MCA and SEBI regarding convening AGM through VC/OAVM and in terms of Regulation 47 of SEBI (LODR) Regulations, 2015, we are enclosing herewith copy of public notice for convening 57th Annual General Meeting through VC/OAVM published in the newspapers viz, "Business Standard" (English & Hindi) and "Aajkaal" (Bengali) dated 22nd August, 2022.

The aforesaid information is also available on the website of the company at <https://www.mstcindia.co.in/content/Publication.aspx>.

This is for your information and records.

Thanking you,

Yours faithfully,
For MSTC Limited

(Ajay Kumar Rai)
Company Secretary & Compliance Officer



www.mstcindia.co.in / www.mstcecommerce.com

पंजीकृत कार्यालय : प्लॉट सं. सीएफ 18/2, मार्ग सं. 175, एक्शन एरिया 1सी, न्यूटाउन कोलकाता-700 156, प.ब.

Regd. Office : Plot No. CF18/2, Street No. 175, Action Area 1C, New Town, Kolkata - 700 156 W.B.



MSTC LIMITED

(A Govt. of India Enterprise)

CIN : L27320WB1964GOI026211

Registered Office: Plot No. CF-18/2, Street No. 175, Action Area 1C

New Town, Kolkata - 700156, West Bengal

Phone : 91-33-2340-0000, Website : www.mstcindia.co.in

Email : cssect@mstcindia.in

NOTICE FOR CONVENING 57TH ANNUAL GENERAL MEETING THROUGH VC/OAVM

Members may please note that 57th Annual General Meeting ("AGM") of the members of MSTC Limited ("Company") will be held on **Tuesday, 27th September, 2022 at 11:00 A.M. (IST)** through Video Conferencing ("VC") / Other Audio Video Means ("OAVM") in compliance with the applicable provisions of the Companies Act, 2013 and the Rules made thereunder and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 read with General Circular nos. 14/2020, 17/2020, 20/2020, 02/2021 & 02/2022 issued by Ministry of Corporate Affairs (MCA) and Circular Nos. SEBI/HO/CFD/CMD1/CIR/P/2020/79, SEBI/HO/CFD/CMD2/CIR/P/2021/11 & SEBI/HO/CFD/CMD2/CIR/P/2022/62 issued by the Securities Exchange Board of India (SEBI), to transact the businesses set out in the Notice calling the AGM.

In compliance with the above MCA & SEBI Circulars, electronic copies of the Notice of AGM and Annual Report for the financial year 2021-22 will be sent through email mode only to all those members whose email addresses are registered with the Company/Depository Participant(s). Members are requested to update their email address immediately to enable the company to send the copy of annual report and notice of AGM to the shareholders. The Notice of AGM and Annual Report will also be available on the Company's website at www.mstcindia.co.in and on the website of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively and on the website of NSDL at <https://www.evoting.nsdl.com>. Members can attend and participate in the AGM through the VC/OAVM facility only. The instructions for joining the AGM through VC/OAVM will be provided in the Notice of AGM. Members attending the meeting through VC/OAVM shall be counted for the purpose of reckoning the quorum under section 103 of the Companies Act, 2013.

Manner of registering/updating email addresses:

- **Members holding share(s) in physical mode** are requested to send duly filled up and signed Form ISR-1 mentioning e-mail id alongwith requisite enclosures, through email to MSTC Limited at cssect@mstcindia.in or to the RTA, Alankit Assignments Limited at virenders@alankit.com. Format of Form ISR-1 can be downloaded from the link <https://www.mstcindia.co.in/cms/Investor/Investor-Service-Related-Form.pdf>.
- **Members holding share(s) in Demat/Electronic mode** are requested to register/update their e-mail addresses with their respective Depository Participants for receiving all communications from the Company electronically.

Manner of registering/updating bank details for receiving dividends directly in bank accounts through NECS:

- **Members holding share(s) in physical mode** are requested to send duly filled up and signed Form ISR-1 mentioning bank details alongwith requisite enclosures and duly filled and signed Form ISR-2, through email to MSTC Limited at cssect@mstcindia.in or to the RTA, Alankit Assignments Limited at virenders@alankit.com. Format of Form ISR-1 & Form ISR-2 can be downloaded from the link <https://www.mstcindia.co.in/cms/Investor/Investor-Service-Related-Form.pdf>.
- **Members holding share(s) in Demat/Electronic mode** are requested to register/ update their bank details with their respective Depository Participants.

Manner of casting Vote through e-voting:

- Shareholders will have an opportunity to cast their votes remotely on the businesses as set forth in the Notice of the AGM through remote e-voting system from Friday, September 23, 2022 at 9:00 A.M. till Monday, September 26, 2022 at 5:00 P.M. The facility for e-voting will also be made available during the AGM. Detailed procedure for remote e-voting and e-voting during the time of AGM will be provided in the Notice of AGM.
- The login credentials for casting the votes through e-voting shall be made available to the members through e-mail after successfully registering their email addresses in the manner provided above.

Manner of attending AGM through VC/OAVM:

Facility to attend the AGM through VC/OAVM will be available through the NSDL e-Voting system at www.evoting.nsdl.com. Members are requested to carefully read the notes set out in the Notice of the AGM with respect to instructions for attending the AGM through VC/OAVM and for remote e-voting and e-voting at the AGM.

This notice is being issued for the information and benefit of all the members of the Company in compliance with the applicable circulars of the MCA and SEBI.

For MSTC Limited
Ajay Kumar Rai

Date : 20.08.2022

Place : Kolkata

Company Secretary & Compliance Officer