



Regd. Office 301, E – Square, Subhash Road, Vile Parle East, Mumbai 400057 Maharashtra, India.
Tel.: (+91 22) 2663 6450, Fax: (+91 22) 2610 8030, Email: info@nglfinechem.com CIN L24110MH1981PLC025884, Website www.nglfinechem.com

July 20, 2020

To,

DCS-CRD,
The BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street, Fort,
Mumbai 400 001.

Sub: Newspaper publication of Notice of 39th Annual General Meeting to be held on August 14, 2020 through Video Conference (VC)/ Other Audio-Visual Means (OAVM), E-voting information and Book Closure
Ref: NGL FINE-CHEM LIMITED (Scrip Code: 524774)

Dear Sir/Madam,

In view of the continuing COVID-19 pandemic, the Ministry of Corporate Affairs (“MCA”) has, vide its Circular dated 5th May, 2020, read with Circulars dated 8th April, 2020 and 13th April, 2020 (collectively referred to as “MCA Circulars”), permitted the holding of the Annual General Meeting (“AGM”) through Video Conferencing (“VC”) / Other Audio Visual Means (“OAVM”), without the physical presence of the Members at a common venue.

This is to inform you that in compliance with the provisions of the Companies Act, 2013 (“the Act”), the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”) and MCA Circulars, NGL Fine-Chem Limited (“the Company”) has decided to hold its 39th AGM on Friday, 14th August, 2020 through VC/OAVM.

Pursuant to General Circular No. 20/2020 dated 5th May, 2020 issued by MCA, read with Regulations 47, 30 and Schedule III of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we hereby enclosed the copies of newspaper advertisements published on Saturday, July 18, 2020 in Fress Press Journal and Navshakti in respect of information regarding the 39th AGM of the Company, E-voting information and Book Closure.

The aforementioned newspaper publication may also be accessed on the website of the Company viz., www.nglfinechem.com.

Kindly take the same on your record.

Thanking you,

Yours Truly,
For NGL Fine-Chem Limited

PALLAVI SATISH PEDNEKAR
Digitally signed by PALLAVI SATISH PEDNEKAR
Date: 2020.07.20 17:52:38 +05'30'

Pallavi Pednekar
Company Secretary & Compliance Officer
Membership No: A33498

Encl: As Above.

NGL FINE-CHEM LIMITED

REGD. OFFICE: 301 E-Square, Subhash Road, Vile Parle East, Mumbai- 400057.

CIN: L24119MH1981PLC025834

Tel No. 022-26636450 Fax No. 022-26108030

Web site: www.nglfinechem.com Email ID:ca@nglfinechem.com

**NOTICE OF 39th ANNUAL GENERAL MEETING AND BOOK CLOSURE**

1. NOTICE is hereby given that the 39th Annual General Meeting (AGM) of the Company will be held on Friday, **14th August, 2020 at 11.00 am** through Audio Visual Means, to transact the businesses as set out in the Notice convening the said Meeting and the Explanatory Statement thereto, in compliance with the provisions of the Companies Act, 2013 & Rules made thereunder and the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 read with Circular Nos. 14/2020, 17/2020 and 20/2020 dated 8th April, 2020, 13th April, 2020 and 5th May, 2020 respectively, issued by the Ministry of Corporate Affairs and Circular No. SEBI/HO/CFD/CMD1/CIR/PT/2020/79 issued by the Securities and Exchange Board of India. Members will be able to attend and participate in the ensuing AGM through audio visual means and the facility of appointment of proxy will not be available. Members attending the AGM through audio visual means will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.

2. Electronic copies of the Notice of AGM and Annual Report for the financial year ended on 31st March, 2020 will be sent in electronic form to all those Members whose email addresses are registered with the Company's Registrar and Share Transfer Agent/ Depository Participants, in compliance with the said circulars. The aforementioned documents will also be available on the website of the Company www.nglfinechem.com and on the website of the Stock Exchange at www.bseindia.com. Members are requested to note that the physical copies of the aforesaid documents will not be made available to them by the Company as per the provisions of the Circulars.

3. The Company is pleased to provide remote e-voting facility to the Members to cast their votes electronically on all the resolutions set forth in the Notice convening the said Meeting. The facility of e-voting will also be made available at the AGM and Members attending the AGM through audio visual means, who have not cast their vote by remote e-voting, will be able to vote at the AGM. The Company has availed the services of CDSL to provide the facility of remote e-voting/ e-voting at the AGM.

4. Members of the Company holding shares in physical form or who have not registered/ updated their e-mail addresses with the Company/ Depositories, are requested to send the following documents/ information via e-mail to support@purvashare.com in order to register/ update their e-mail addresses and to obtain user id & password to cast their vote through remote e-voting or e-voting at the AGM:

1. Name registered in the records of the Company;
2. Dp Id & Client Id, Client Master Copy or Consolidated Account Statement (For shares held in demat form);
3. Folio No., Share Certificate (For shares held in physical form);
4. E-mail id and mobile number;
5. Self-attested scanned copies of PAN & Aadhaar.

The detailed instructions for joining the AGM through audio visual means and casting the vote through remote e-voting/ e-voting at the AGM are provided in the Notice of the AGM. Members are requested to carefully go through the same.

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5. NOTICE is also hereby given that pursuant to the provisions of Section 91 of the Companies Act, 2013 and the Rules made thereunder, the Register of Members and the Share Transfer Books of the Company shall remain closed from Saturday, 8th August, 2020 till Friday, 14th August, 2020 (both days inclusive), for the purpose of determining the eligibility of the Members entitled to Dividend.

The equity dividend shall be payable:

1. In respect of shares held in physical form, to all those Members whose names appear in the Register of Members of the Company as on Friday, 7th August, 2020 and

2. In respect of shares held in electronic form, to those 'Deemed Members' whose names appear in the statement of Beneficial Owners furnished by the Depositories as on the close of the business hours on Friday, 7th August, 2020.

Payment of dividend as recommended by the Directors, if approved at the AGM, will be made on or after 20th August, 2020. Payment of dividend will be subject to deduction of tax at source (TDS) at applicable rates.

The Company provides the facility of remittance of dividend amount electronically through National Automated Clearing House (NACH) to all Members holding shares in electronic and physical form. Members holding shares in physical form who wish to avail NACH facility, may submit their bank details viz., Name of the Bank and Branch, their A/c type and Core Banking A/c No. with 9 digit MICR and 11 digit IFSC code along with the copy of cancelled cheque in the prescribed form, which can be obtained from the Company's Registrar & Share Transfer Agent, Purva Share Registry India Private Limited, Unit No. 9, Ground Floor, Shiv Shakti Ind. Estt, J. R. Boricha Marg, Lower Parel East, Mumbai, Maharashtra 400011. Requests for payment of dividend through NACH for the year 2019-2020 should be lodged with Purva Share Registry India Private Limited on or before the book closure date i.e. 7th August, 2020.

**ON BEHALF OF THE BOARD
FOR NGL FINE-CHEM LIMITED**

SD/-

PALLAVI PEDNEKAR

COMPANY SECRETARY & COMPLIANCE OFFICER

Date : 18th July, 2020

Place : Mumbai

ACS: A33498