

TANFAC INDUSTRIES LIMITED



Registered Office: 14 SIPCOT Industrial Complex, CUDDALORE - 607 005, TAMIL NADU
TEL: 04142-239001 TO 239005 FAX: 04142-239008
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CIN: L24117TN1972PLC006271

NOTICE OF ANNUAL GENERAL MEETING, BOOK CLOSURE AND REMOTE E-VOTING INFORMATION

NOTICE is hereby given that the 43rd Annual General Meeting ("AGM") of the Members of the Company will be held on Monday, the 25th September, 2017 at 11.30 A.M. at the Registered Office of the Company at 14, SIPCOT Industrial Complex, Cuddalore - 607005, to transact the items of business contained in the Notice of the AGM dated 3rd August, 2017.

Pursuant to Section 91 of the Companies Act, 2013 and the rules made thereunder and in terms of 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 Thursday, the 19th September, 2017 to Monday, the 25th September, 2017, (both days inclusive).

Electronic copies of the Notices along with Annual Reports for the Financial Year 2016-2017, Proxy Forms and Attendance Slips for AGM have been sent to the Members whose valid e-mail IDs are already registered with the Company/Depository Participant(s) as per master data available as on 25th August, 2017 ('cut off date' for this purpose). Despatch of physical copies of Annual Reports to the Members at their postal addresses have been completed on 1st September, 2017. The Members who have not received the Notices along with Annual Reports can download the same in the Company's website, viz., www.tanfacs.com or may request for a hard copy by writing to us at the address of our Registered Office.

Pursuant to Section 108 of The Companies Act, 2013, read with Rule 20 of The Companies (Management and Administration) Rules, 2014 and in terms of Regulation 44 of SEBI (LODR) Regulations, 2015, the Company is pleased to provide its Members the facility to exercise their right to vote by electronic means on all the resolutions set out in the Notice through Central Depository Services (India) Limited (CDSL).

The Members, whose name appears on the Register of Members/Register of Beneficial Owners maintained by the Depositories as on the cut off date for e-voting i.e. 18th September, 2017, shall be entitled to avail the facility of remote e-voting/voting at the AGM. Any person, who acquires shares and becomes Members of the Company after dispatch/sending soft copy of Notice of the 43rd Annual General Meeting but before the cut off date for e-voting i.e. 18th September, 2017, thus eligible for e-voting may log on to <https://www.evotingindia.com> or mail to corpserve@jepindia.com to know the procedure for e-voting.

The details of the manner of casting remote e-voting facility are available in the Note No.17 to the Notice of AGM and also posted in Company's website www.tanfacs.com and CDSL website <https://www.evotingindia.com>. **The e-voting commences on Friday the 22nd September, 2017 at 9.00 A.M. and ends on Sunday the 24th September, 2017 at 5.00 P.M. (EVSN 170828044).** The e-voting module will be disabled for casting their vote by the Members beyond the said period and time.

In case of any queries or issues regarding remote e-voting, Members may either refer the "User Manual for Shareholders to cast their votes" and "User Manual for Shareholders to vote through m-voting" available at www.evotingindia.com under help section or write an email to helpdesk.evoting@cdslindia.com or contact CDSL, 16th Floor, Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai - 400 001. Toll free number 1800 200 5533.

By Order of the Board
For TANFAC INDUSTRIES LIMITED
PUNITA AGGARWAL
COMPANY SECRETARY

CUDDALORE
08.09.2017