

**HCL INFOSYSTEMS LIMITED**

CIN: L72200DL1966PLC023855

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**NOTICE OF 32<sup>ND</sup> ANNUAL GENERAL MEETING,  
INFORMATION ON REMOTE E-VOTING AND BOOK CLOSURE**

Notice is hereby given that the 32<sup>nd</sup> Annual General Meeting ('AGM') of the members of the HCL Infosystems Limited will be held on **Thursday, the 27<sup>th</sup> day of September, 2018 at 10.00 A.M. at Kamani Auditorium, 1, Copernicus Marg, New Delhi - 110001** to transact the businesses as set out in the notice. Electronic copy of the Annual Report for the financial year ended 31<sup>st</sup> March, 2018 along with the Notice of the 32<sup>nd</sup> AGM has been sent to all the members whose email IDs are registered with Company/Depository Participant(s). A physical copy of the Annual Report along with the Notice has been sent to all other members at their registered address through other permitted mode(s). The copy of Annual Report and Notice is also available on the Company's website <http://www.hclinfosystems.com/investors> and on the website of NSDL <https://www.evoting.nsdl.com>

Notice is further given that pursuant to 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 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, (Listing Regulations), the Company is pleased to provide members facility to exercise their right to vote at the AGM 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") is being provided by National Securities Depository Limited (NSDL).

**The Members are hereby further notified that:**

- (a) the Company has completed the physical dispatch of Notice of AGM by 31<sup>st</sup> August, 2018 and the dispatch through e-mail has been completed by 6<sup>th</sup> September, 2018 to the shareholders of the Company;
- (b) cut-off date for the purpose of e-voting shall be Friday, 21<sup>st</sup> September, 2018;
- (c) remote e-voting through electronic means shall be open for three (3) days commencing from Monday, 24<sup>th</sup> September, 2018 at 9.00 A.M. IST and ending at Wednesday, 26<sup>th</sup> September, 2018 at 5.00 P.M. IST (both days inclusive). The remote e-voting shall not be allowed beyond the said date and time;
- (d) any person, who acquires shares of the Company and becomes Member of the Company after dispatch of the Notice of AGM and holding shares as on the cut-off date i.e. Friday, 21<sup>st</sup> September, 2018 may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). Such members may cast their vote through remote e voting by following the procedure as provided in e-voting instructions on the Company's website or on the website of NSDL;
- (e) for the members who do not have access or casted their votes by remote e-voting, facility for voting through polling paper shall be provided at the AGM and members attending the meeting who have not already casted their votes by remote e-voting shall be able to cast their votes at the AGM. A member may participate in the AGM even after exercising his right to vote through remote e-voting, but shall not be allowed to vote again in the meeting;
- (f) 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 Annual General Meeting;
- (g) website address of the Company and of the agency where notice of the meeting is displayed: [www.hclinfosystems.com](http://www.hclinfosystems.com) and [www.evoting.nsdl.com](http://www.evoting.nsdl.com) respectively;
- (h) in case of any clarification(s)/grievance(s) connected with the e-voting, please visit Help & Frequently Asked Questions (FAQs) - Shareholders and e voting user manual - Shareholders, available at the downloads section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact: Ms. Pallavi Mhatre, Assistant Manager, NSDL, Trade World, A wing, 4<sup>th</sup> Floor, Karama Mills Compound, Lower Parel, Mumbai - 400013, Ph.: 022-24994545/1800-222-990, Email ID: [pallavid@nsdl.co.in](mailto:pallavid@nsdl.co.in), [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)

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 read with Regulation 42 of the Listing Regulations, the Register of Members and Share Transfer Books will remain closed from Monday, 24<sup>th</sup> September, 2018 to Thursday, 27<sup>th</sup> September, 2018 (both days inclusive) for the purpose of AGM of the Company.

For HCL INFOSYSTEMS LIMITED

Sd/-

Sushil Kumar Jain (Company Secretary)

Membership No.: A8917

Place: Noida  
Date: 06.09.2018

