

Business Standard

CHENNAI |

FRIDAY, 14 JULY 2017

HARITA SEATING SYSTEMS LIMITED

Registered office: "Jayalakshmi Estates", No. 29, Haddows Road, Chennai 600 006

Tel No : 044-28272233 Fax No : 044-28257121

Website : www.haritaseating.com Email : investorscomplaintssta@scl.co.in

CIN : L27209TN1996PLC035293

NOTICE OF THE 21ST ANNUAL GENERAL MEETING AND REMOTE E-VOTING INFORMATION

NOTICE is hereby given that the 21st Annual General Meeting (AGM) of the members of the Company will be held on Wednesday, the 9th August 2017, at 10.00 a.m. at Kasturi Srinivasan Hall (Mini Hall), The Music Academy, No.168, (Old No. 306) T. T. K Road, Royapettah, Chennai 600 014 to transact the businesses as set out in the Notice of AGM dated 18th May 2017.

The Notice of AGM, Annual Report along with Attendance Slip and Proxy Form have been sent in electronic mode to members, whose e-mail IDs are registered with the Company or the Depository Participant(s) unless the members have registered their request for a hard copy of the same. Physical copies of the same have been sent to all other members at their registered address in the permitted mode. The Company has completed dispatch of Notice and Annual Report on 13th July 2017.

The copy of the Notice of AGM and the Annual Report are also available on the Company's website www.haritaseating.com and also on the National Securities Depository Limited (NSDL) website www.evoting.nsdl.com. Members, who had not received the Annual Report may download it from the Company's website or may request for a copy of the same by writing to the Company Secretary at the above mentioned email ID or at the Registered Office address of the Company. Members holding shares either in physical form or dematerialized form as on the cut-off date (3rd August, 2017) may cast their vote electronically on each item of the businesses as set forth in the Notice of the 21st AGM through the electronic voting system on NSDL from a place other than the place of venue of AGM ("remote e-voting"). All the members are informed that:

1. The ordinary business as set out in the Notice of AGM may be transacted through voting by electronic means.
2. The remote e-voting shall commence at 9.00 a.m. (IST) on Sunday, 6th August, 2017.
3. The remote e-voting shall end at 5.00 p.m. (IST) on Tuesday, 8th August 2017.
4. Remote e-voting shall not be allowed beyond 5.00 p.m. (IST) on Tuesday, 8th August 2017.
5. The remote e-voting module shall be disabled for voting after the date and time mentioned above. Once the vote on a resolution is cast by a member, the member shall not be allowed to change it subsequently.
6. The cut-off date for determining the eligibility to vote by electronic means or at the AGM is 3rd August, 2017.
7. 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 of the cut-off date i.e., 3rd August, 2017 may obtain the login ID and password by sending a request to evoting@nsdl.co.in or to Mr K Raman, Senior Manager - Shares, Sundaram-Clayton Limited, 1 Floor, Jayalakshmi Estates, No.29, Haddows Road, Chennai.600 006, email: raman@scl.co.in. However, if the member is already registered with NSDL for e-voting then such member can use his / her existing User ID and password for casting his / her vote.
8. The facility for voting through ballot paper shall also be made available at the venue of the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall also be able to exercise their right at the meeting through ballot paper.
9. The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.
10. 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 i.e., 3rd August, 2017 shall be entitled to avail the facility of remote e-voting or voting through ballot papers at the AGM.
11. The Company has appointed Ms B Chandra, Practising Company Secretary as the scrutinizer to scrutinize both the remote e-voting process and voting through ballot paper at the venue of AGM in a fair and transparent manner.
12. In case of any queries, the member may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of www.evoting.nsdl.com or call on toll free no: 1800-222-990. Members may also send queries / grievances relating to remote e-voting to Mr Rajiv Ranjan, Assistant Manager, NSDL, Trade World - A Wing, Kamala Mills Compound, Lower Parel, Mumbai - 400 013, email: rajivr@nsdl.co.in, Tel.: (022) 2499 4738 or Mr K Raman, Senior Manager - Shares, Sundaram-Clayton Limited, email: raman@scl.co.in.
13. Members are requested to keep updated email ID registered with the Company/your Depository Participant to receive timely communication.

Chennai
13th July 2017

By order of the board
Niswarya Lakshmi
Company Secretary