

MULTI COMMODITY EXCHANGE OF INDIA LIMITED

CIN: L51909MH2002PLC135594

Regd. Office: Exchange Square, Suren Road, Chakala, Andheri (East), Mumbai – 400093 Tel.: +91-22-6731 8888, Fax: +91-22-6649 4151. Website: <u>www.mcxindia.com</u>; Email id: <u>ig-mcx@mcxindia.com</u>

NOTICE

NOTICE is hereby given that the 21st Annual General Meeting ("AGM") of Multi Commodity Exchange of India Limited (**"Company"**) will be held on **Tuesday, 26th September 2023 at 11.30 a.m. IST** through Video Conferencing (VC)/ Other Audio Visual Means ("OAVM") facility, to transact the following business:

ORDINARY BUSINESS:

- 1. To receive, consider and adopt:
 - a. Audited Standalone Financial Statements of the Company for the Financial Year ended 31st March 2023, together with the Reports of the Board of Directors and Auditors thereon.
 - b. Audited Consolidated Financial Statements of the Company for the Financial Year ended 31st March 2023, and the Report of Auditors thereon.
- 2. To declare dividend of ₹ 19.09/- per Equity Share of face value of ₹ 10 each for the Financial Year ended 31st March 2023.
- **3.** To appoint a Director in place of Mr. Hemang Raja (DIN: 00040769), Shareholder Director/ Non-Independent Director ("Non-Independent Director") who retires by rotation at this AGM and being eligible, offers himself for re-appointment, subject to approval of Securities and Exchange Board of India ("SEBI").

SPECIAL BUSINESS:

4. To appoint Ms. Suparna Tandon (DIN: 08429718) as a Shareholder Director/ Non-Independent Director ("Non-Independent Director") and in this regard to consider and, if thought fit, to pass, with or without modification(s), the following resolution as an **Ordinary Resolution:**

"RESOLVED THAT, pursuant to the provisions of section 152, 160, 161 and all other applicable provisions of the Companies Act, 2013 ("the Act"), the Companies (Appointment and Qualification of Directors) Rules, 2014, the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ["SEBI Listing Regulations"], the Securities Contracts (Regulation) (Stock Exchanges and Clearing Corporations) Regulations, 2018 ("SECC Regulations") and the provisions of the Articles of Association of the Company and based on the recommendation of the Nomination and Remuneration Committee and the approval of the Board of Directors, Ms. Suparna Tandon (DIN: 08429718), a nominee of National Bank for Agriculture and Rural Development("NABARD"), in respect of whom the Company has received a notice in writing under Section 160 of the Act from NABARD, a member, proposing her candidature for the office of Director and who has consented to act as a Director be and is hereby appointed as a Shareholder Director/ Non-Independent Director of the Company subject to the approval of the SEBI, whose period of office shall be liable to retire by rotation, or shall cease to be a Director of the Company on the withdrawal of her nomination by NABARD earlier than the date when she shall be liable to retire by rotation and that the date of her appointment as a Director shall be effective from the date of approval of SEBI;

RESOLVED FURTHER THAT, MD & CEO and/or COO and/or Company Secretary be and are hereby severally authorized to take necessary steps as may be required to give effect to this resolution and matters related thereto."

By Order of the Board of Directors For Multi Commodity Exchange of India Limited

> Manisha Thakur Company Secretary Membership No.: A10855

Mumbai 29th July 2023

Notes:

- 1. An explanatory statement pursuant to section 102(1) of the Companies Act, 2013 ("the Act") and Secretarial Standards 2 ("SS-2") with respect to Item Nos. 3 and 4 of the Notice is annexed hereto. Trading Members or their associates and agents as on cut-off date shall not be eligible to vote on Item No. 3 and 4 of the Notice.
- 2. The term 'Members' has been used to denote Shareholders of the Company.
- 3. The Ministry of Corporate Affairs ("MCA") has vide General Circular Nos. 14/2020,17/2020, 20/2020, 22/2020, 33/2020, 39/2020, 10/2021, 20/2021, 3/2022 and 11/2022 dated 28th December 2022 and SEBI Circular no. SEBI/HO/CFD/PoD-2/P/CIR/2023/4 dated 5th January 2023 (hereinafter collectively referred to as "the Circulars") has issued clarifications/ relaxations on holding the AGM through VC or OAVM and other incidental matters in connection with the same. In terms of the said Circulars, the 21st AGM of the members will be held through VC or OAVM. Hence, Members can attend and participate in the AGM through VC/OAVM only. The Notice is also uploaded on MCX's website <u>www.mcxindia.com</u> and that of National Securities Depository Limited ("NSDL") (agency for providing the Remote e-Voting facility) at <u>www.evoting.nsdl.com</u>.
- 4. The deemed venue for the 21st AGM shall be the registered office of the Company i.e. Exchange Square, Suren Road, Chakala, Andheri (East), Mumbai 400093.
- 5. The Members can join the 21st AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the 21st AGM through VC/OAVM will be made available for 1,000 members on a first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors, etc., who are allowed to attend the 21st AGM without the above restriction of first come first serve basis.

6. INSTRUCTIONS FOR E-VOTING AND JOINING THE AGM ARE AS FOLLOWS:

- a. PROCESS AND MANNER FOR VOTING THROUGH ELECTRONIC MEANS:
 - i. Pursuant to the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended and Regulation 44 of SEBI Listing Regulations (as amended), and the Circulars issued by the MCA and SEBI, the Company is providing the facility of remote e-Voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with NSDL for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-Voting system as well as voting on the day of the AGM will be provided by NSDL.
 - ii. Members of the Company holding shares in electronic form as on the cut-off date of Tuesday, 19th September 2023, may cast their vote by remote e-voting. A person who is not a Member as on the cut-off date should treat this Notice for information purpose only. 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 before AGM as well as e-voting during the AGM. Any person who acquires shares of the Company and becomes a Member of the Company after the dispatch of the Notice and holding shares as on the cut-off date i.e. Tuesday, 19th September 2023, may obtain the User ID and Password by sending a request at <u>evoting@nsdl.co.in</u>.

- iii. Members will be provided with the facility for voting through an electronic voting system during the AGM proceedings. Only such members who have not already cast their vote on the resolution(s) by remote e-voting, will be eligible to vote through the e-voting system during the AGM. Members who have cast their vote on the resolution(s) by remote e-voting prior to the AGM will also be eligible to participate at the AGM through VC/OAVM but shall not be entitled to cast their vote on such resolution(s) again.
- iv. The remote e-voting module on the day of the AGM shall be disabled by NSDL for voting 15 minutes after the conclusion of the Meeting.

7. INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING THE 21st AGM ARE AS UNDER:

The remote e-voting period begins on Saturday, 23rd September 2023, at 9:00 A.M. and ends on Monday, 25th September 2023 at 5:00 P.M. The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members / Beneficial Owners as on the record date (cut-off date) i.e. Tuesday, 19th September 2023, may cast their vote electronically. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date, being Tuesday, 19th September 2023.

8. PROCEDURE FOR OBTAINING THE ANNUAL REPORT, E-AGM NOTICE AND E-VOTING INSTRUCTIONS BY THE SHAREHOLDERS WHOSE EMAIL ADDRESSES ARE NOT REGISTERED WITH THE DEPOSITORIES OR WITH RTA ON PHYSICAL FOLIOS:

In terms of MCA and SEBI Circulars, the Company has sent the Annual Report, Notice of e-AGM and e-Voting instructions only in electronic form to the registered email address of the shareholders. Therefore, those shareholders who have not yet registered their email address are requested to get the same registered through the procedure given below:

- a) Those shareholders who have registered/not registered their email address and mobile number including communication address and bank details may please contact and validate/update their details with the Depository Participant ("DP") in case of shares are held in electronic form and with the Company's Registrar and Share Transfer Agent ("RTA"), M/s Kfin Technologies Limited ("Kfin") in case the shares are held in physical form.
- b) Shareholders are also requested to visit the website of the Company <u>www.mcxindia.com</u> or the website of the NSDL <u>www.evoting.nsdl.com</u> for downloading the Annual Report and Notice of the e-AGM. Notice and Annual Report are available on the website of Stock Exchange namely BSE Limited at <u>www.bseindia.com</u> as well.
- c) Alternatively member may send an e-mail request at the email id <u>einward.ris@kfintech.com</u> along with scanned copy of the duly signed request letter providing the folio number, email address, mobile number, self-attested PAN copy and Client Master copy in case of electronic folio and copy of share certificate in case of physical folio for obtaining the Annual Report, Notice of e-AGM and the e-voting instructions.
- d) Pursuant to Regulation 46 of SECC Regulations, 2018, the securities of a Recognized Stock Exchange are required to be maintained in Demat mode. Further, in terms of the SEBI Listing Regulations, securities of listed companies can only be transferred in Demat mode w.e.f. 01st April 2019. In view of the above, Shareholders are advised to dematerialize the shares held in physical mode.
- e) As per the provisions of Section 72 of the Act, the facility for submitting nomination is available for Shareholders in respect of the shares held by them. Shareholders who have not yet registered their nomination are requested to register the same with their DP in case the shares are held by them in demat mode, and to the Kfin, in case the shares are held in physical mode.

9. How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting and joining virtual meeting for Individual Shareholders holding securities in Demat mode.

In terms of SEBI circular dated 09th December 2020 on e-Voting facility provided by Listed Companies, Individual Shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and DPs. Shareholders are advised to update their mobile number and email ID in their demat accounts in order to access e-Voting facility.

Login method for Individual Shareholders holding securities in demat mode is given below:

1. Existing IDeAS user can visit the e-Services website of NSDL Viz. <u>https://eservices.</u>		
nsdl.com either on a Personal Computer or on a mobile. On the e-Services home page click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.		
If you are not registered for IDeAS e-Services, option to register is available at <u>https://eservices.nsdl.com</u> . Select "Register Online for IDeAS Portal" or click at <u>https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</u> Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.com/</u> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.		
NSDL Mobile App is available on App Store Google Play		

Individual Shareholders holding securities in demat mode with Central Depository Services Limited ("CDSL")	 Users who have opted for CDSL Easi / Easiest facility, can login through their existing User ID and password. Option will be made available to reach e-Voting page without any further authentication. The users to login Easi /Easiest are requested to visit CDSL website <u>www.cdslindia.com</u> and click on login icon & New System Myeasi Tab and then user your existing my easi username & password. After exceeded login the Easi / Easiest username & password. 	
	2) After successful login the Easi / Easiest user will be able to see the e-voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.	
	 If the user is not registered for Easi/Easiest, option to register is available at CDSL website <u>www.cdslindia.com</u> and click on login & New System Myeasi Tab and then click on registration option. 	
	4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on <u>www.cdslindia.com</u> home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.	
Individual Shareholders (holding securities in demat mode) login through their depository participants	You can also login using the login credentials of your Demat Account through your DP registered with NSDL/CDSL for e-Voting facility. Upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.	

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website(s).

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL.

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <u>evoting@nsdl.co.in</u> or call at 022 - 4886 7000 and 022 - 2499 7000.
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <u>helpdesk.evoting@cdslindia.com</u> or contact at toll free no. 1800 22 55 33.

B) Login Method for e-Voting and joining virtual meeting for shareholders other than Individual Shareholders holding securities in demat mode and shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website?

- 1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.</u> <u>com/</u> either on a Personal Computer or on a mobile.
- 2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.

3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <u>https://eservices.nsdl.com/</u> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

4. Your User ID details are given below :

Mar	nner of holding shares i.e. Demat (NSDL or	Your User ID is:
CDS	oL) or Physical	
a)	For Members who hold shares in demat	8 Character DP ID followed by 8 Digit Client ID
	account with NSDL.	
		For example if your DP ID is IN300*** and Client ID is
		12****** then your user ID is IN300***12******.
b)	For Members who hold shares in demat	16 Digit Beneficiary ID
	account with CDSL.	
		For example if your Beneficiary ID is 12************************************
		then your user ID is 12************
c)	For Members holding shares in Physical	EVEN Number followed by Folio Number registered with
	Form.	the company
		For example if Folio Number is 001*** and EVEN is
		101456 then user ID is 101456001***

- 5. Password details for shareholders other than Individual Shareholders are given below:
 - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
 - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
 - c) How to retrieve your 'initial password'?
 - (i) If your email ID is registered in your demat account or with the Company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or Folio Number for shares held in physical form. The .pdf file contains your'User ID' and your 'initial password'.
 - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those** shareholders whose email IDs are not registered.
- 6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
 - a) Click on "Forgot User Details/Password?" (If you are holding shares in your demat account with NSDL or CDSL) option available on <u>www.evoting.nsdl.com</u>.
 - b) "<u>Physical User Reset Password?</u>" (If you are holding shares in physical mode) option available on <u>www.evoting.nsdl.com</u>.

- c) If you are still unable to get the password by aforesaid two options, you can send a request at <u>evoting@</u> <u>nsdl.co.in</u> mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
- d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
- 7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 8. Now, you will have to click on "Login" button.
- 9. After you click on the "Login" button, Home page of e-Voting will open.

Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.

How to cast your vote electronically and join General Meeting on NSDL e-Voting system?

- 1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.
- 2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join General Meeting".
- 3. Now you are ready for e-Voting as the Voting page opens.
- 4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 5. Upon confirmation, the message "Vote cast successfully" will be displayed.
- 6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- 7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for shareholders

- 1. Institutional Shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority Letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to <u>naithanipcs@gmail.com</u> with a copy marked to <u>evoting@nsdl.co.in</u>. Institutional Shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "Upload Board Resolution / Authority Letter" displayed under "e-Voting" tab in their login.
- 2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.
- 3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of <u>www.evoting.nsdl.com</u> or call on.: 022 4886 7000 and 022 2499 7000 or send a request to Mr. Amit Vishal, Associate Vice President or Ms. Pallavi Mhatre, Manager or Mr. Sanjeev Yadav, Assistant Manager from NSDL at the designated e-mail ID: <u>evoting@nsdl.co.in</u>.

Process for those shareholders whose email ids are not registered with the depositories for procuring user ID and Password and registration of email IDs for e-voting for the resolutions set out in this notice:

- 1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to <u>ig-mcx@mcxindia.com</u>.
- 2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to <u>ig-mcx@mcxindia.com</u>. If you are an Individual shareholder holding securities in demat mode, you are requested to refer to the login method explained at step 1 (A) i.e. Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.
- 3. Alternatively Shareholders/Members may send a request to <u>evoting@nsdl.co.in</u> for procuring user ID and Password for e-voting by providing above mentioned documents.
- 4. In terms of SEBI circular dated 09th December 2020 on e-Voting facility provided by Listed Companies, Individual Shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and DPs. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

10. INSTRUCTIONS FOR MEMBERS FOR E-VOTING ON THE DAY OF THE AGM ARE AS UNDER:

- 1. The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for remote e-voting.
- 2. Only those Members/ Shareholders, who will be present in the AGM through VC/OAVM facility and have not cast their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system in the AGM.
- 3. Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.
- 4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the AGM shall be the same person mentioned for Remote e-voting.

11. INSTRUCTIONS FOR MEMBERS FOR PARTICIPATING IN THE 21ST AGM THROUGH VC/OAVM ARE AS UNDER:

- 1. Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for Access to NSDL e-Voting system. After successful login, you can see link of "VC/OAVM link" placed under "Join Meeting" menu against company name. You are requested to click on VC/ OAVM link placed under Join Meeting menu. The link for VC/ OAVM will be available in Shareholder/ Member login where the **EVEN 125804** of Company will be displayed. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.
- 2. Members are encouraged to join the Meeting through Laptops for better experience.
- 3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.

- 4. Please note that Members connecting from mobile devices or tablets or through laptops etc., connecting via mobile hotspot may experience Audio/Video loss due to fluctuation in their respective network. It is therefore recommended to use stable Wi-Fi or LAN connection to mitigate any kind of aforesaid glitches.
- 5. Members can submit questions in advance with regard to the financial statements or any other matter to be placed at the AGM, from their registered e-mail address, mentioning their name, DP ID and Client ID number and mobile number, to reach the Company's e-mail address at <u>ig-mcx@mcxindia.com</u> at least 7 days in advance before the start of the meeting. Such questions by the Members shall be taken up during the meeting and replied by the Company suitably.
- 6. Members, who would like to ask questions during the 21st AGM with regard to the financial statements or any other matter to be placed at the 21st AGM, need to register themselves as a speaker by sending their request from their registered email address mentioning their name, DP ID and Client ID number and mobile number, to reach the Company's email address <u>ig-mcx@mcxindia.com</u> on or before Friday, 22nd September 2023. Those Members who have registered themselves as a speaker shall be allowed to ask questions during the 21st AGM, depending upon the availability of time.
- 12. The Board of Directors has appointed Mr. Prasen Naithani, Practicing Company Secretary (FCS No.: 3830 & COP No.: 3389), Proprietor of M/s P. Naithani & Associates, Secretaries, as the Scrutinizer to scrutinize the remote e-voting process before and during the AGM in a fair and transparent manner.
- 13. The Scrutinizer shall immediately after the conclusion of voting at the AGM, unblock and count the votes cast during the AGM, and votes cast through remote e-voting and make, not later than two working days of conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favor or against, if any, to the Chairman or a person authorised by him in writing who shall countersign the same.
- 14. The results declared along with the report of the scrutinizer shall be available on the website of the Company and on the website of NSDL, immediately after the result are declared by the Chairman or a person authorised by him in writing and will simultaneously be communicated to BSE Limited, where the equity shares of the Company are listed.
- 15. Members can, prior to the Meeting, seek technical assistance/address queries on the numbers of NSDL as mentioned in e-voting process between 11.00 a.m. to 1.30 p.m. from Monday to Friday till the date of the Meeting.
- 16. Since the AGM is being conducted through VC/OAVM, there is no provision for appointment of proxies. Accordingly, appointment of proxies by the members will not be available, hence the Proxy Form and Attendance Slip are not annexed to this Notice. However, Corporate members whose authorized representatives are intending to attend the meeting are requested to send to the Company at <u>ig-mcx@mcxindia.com</u> a certified copy of the Board Resolution authorizing such representative to attend the AGM through VC/OAVM, and cast their votes at the Meeting.
- 17. Members attending the AGM through VC / OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
- 18. Institutional Investors who are members are encouraged to attend and vote at the AGM through VC or OAVM.
- 19. During the AGM, Register of Directors, Key Managerial Personnel and their shareholding and Register of Contracts maintained under the Act and all other documents referred to in the notice shall be available for inspection in electronic mode. Members who wish to inspect the registers are requested to write to the Company by sending an e-mail to <u>ig-mcx@mcxindia.com</u>.
- 20. Friday, 15th September 2023, is taken as the record date for the purpose of determining names of Members eligible for the payment of final dividend on equity shares for the Financial Year ended 31st March 2023.

21. Subject to the provisions of Section 126 of the Act, the dividend as recommended by the Board at the rate of ₹ 19.09/per Equity Share of face value of ₹ 10 each, if declared at the AGM, will be paid within thirty days of declaration to those members whose names appear as beneficial owner(s) in the records of the Depository as on Friday, 15th September 2023. The final dividend, once approved by the members in the ensuing AGM will be paid to the Members, electronically through various online transfer modes to those members who have updated their bank account details. For Members who have not updated their bank account details, dividend warrants / cheques will be sent out to their registered addresses.

Therefore, to avoid delay in receiving the dividend, members whose shareholding is in electronic mode are requested to direct notifications about change of address and updates about bank account details to their respective DPs. Members whose shareholding is in physical mode are requested to opt for the Electronic Clearing System (ECS) mode to receive dividend on time in line with the Circulars. We urge members to utilize the ECS for receiving dividends. The members having shares in physical form may send their request to the Company's RTA at <u>einward.ris@kfintech.com</u> for updating the above details. Members are also requested to give the MICR Code of their bank to their DPs.

The Company will not entertain any direct request for change of address, transposition of names, deletion of the deceased joint holder's name and change in the bank account details of the members having shares in demat mode. The said details will be considered, as will be furnished by NSDL/CDSL to the Company.

- 22. Shareholders are requested to intimate all changes pertaining to their bank details, email address, power of attorney, change of name, change of address, contact details, etc. to their DPs at the earliest.
- 23. SEBI vide Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated 03rd November 2021, SEBI/HO/MIRSD/ MIRSD_RTAMB/P/CIR/2021/687 dated 14th December 2021 and SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16th March 2023, to avoid freezing of their folios on or after 01st October 2023, has mandated the following for Members holding shares in physical form:
 - a. Furnishing of PAN, email address, mobile number, bank account details and nomination by holders of physical securities.
 - b. Linking of PAN to Aadhaar by 30th June 2023 or any other date as may be specified by the Central Board of Direct Taxes (CBDT).

Further, the circular states that folio in which PAN is not linked with Aadhaar number as on the notified cut-off date of 30th June 2023, or in the event wherein any one of the above cited details are not available on or after 01st October 2023, such folios shall be frozen by the RTA.

Accordingly, the security holder whose folio have been frozen shall be eligible:

- a. To lodge grievance or avail any service request from the RTA only after furnishing the complete documents / details as mentioned above.
- b. For any payment including dividend in respect of such frozen folios, only through electronic mode with effect from 01st April 2024.

Further, in order to avoid freezing of folios, Members are requested to forward the duly filled in self-attested documents as provided in the circulars along with the related forms to KFin Technologies Limited, Unit: MCX Limited, Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad – 500 032. Toll free No. 1800-309-4001.

Members may also furnish the documents to RTAs electronically by way of email at <u>einward.ris@kfintech.com</u>, provided the documents furnished shall have e-sign of the holder(s)/ claimant(s).