**Annexure A** 

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# **SHAPING THE DREAM** Clean India with Green India

# ANNUAL REPORT 2019-20



PETRONET LNG LIMITED

# About Petronet LNG

Petronet LNG Limited, one of the fastest growing world-class companies in the Indian energy sector, has set up the country's first LNG receiving and regasification terminal at Dahej, Gujarat and another terminal at Kochi, Kerala. While the Dahej Terminal has a nominal capacity of 17.5 MMTPA, the Kochi Terminal has a capacity of 5 MMTPA. Petronet's Terminals today account for around 40% gas supplies in the country and handle around 75% of LNG imports in India.

Petronet LNG is at the forefront of India's all-out national drive to ensure the country's energy security in the years to come. Formed as a Joint Venture Company by the Government of India to import LNG and set up LNG terminals in the country, it involves India's leading oil and natural gas industry players. Our promoters are GAIL (India) Limited (GAIL), Oil & Natural Gas Corporation Limited (ONGC), Indian Oil Corporation Limited (IOCL) and Bharat Petroleum Corporation Limited (BPCL). The authorized share capital of the Company is Rs. 3000 Crore divided into 300 Crore Equity Shares of Rs. 10 each and paid up share capital of the Company is Rs. 1500 Crore divided into 150 Crore Equity Shares of Rs. 10 each.

# **Promoters**

- Bharat Petroleum Corporation Limited (BPCL)
- GAIL (India) Limited (GAIL)
- Indian Oil Corporation Limited (IOCL)
- Oil and Natural Gas Corporation Limited (ONGC)

# **Vision Statement**

"To be a key energy provider to the nation by leveraging company's unique position in the LNG value chain alongwith an international presence."

# **Mission Statement**

- · Create and manage world class LNG infrastructure
- Pursue synergetic business growth opportunities
- Continue excellence in LNG business
- Maximize value creation for the stakeholders
- · Maintain highest standards of business ethics and values

# **Our Values**

- Integrity
- Excellence
- Sustainability
- Trust & Care
- Team



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## **Board of Directors**

Shri Tarun Kapoor Shri Prabhat Singh Shri V. K. Mishra Shri Shashi Shanker Shri Arun Kumar Singh Shri Manoj Jain Shri S. M. Vaidya Shri Sanjeev Kumar Dr. Jyoti Kiran Shukla Shri Sidhartha Pradhan Shri Sunil Kumar Srivastava Dr. Siddhartha Shekhar Singh Shri Arun Kumar

## **Company Secretary**

Shri Rajan Kapur

## **Bankers and Financial Institutions**

- 1. Axis Bank
- 2. Bank of Baroda
- 3. Bank of Tokyo Mitsubishi UFJ
- 4. BNP Paribas
- 5. Canara Bank
- 6. Citi Bank N.A.
- 7. Credit Agricole Corporate and Investment Bank (CACIB)

Chairman

Managing Director & CEO

Director (Finance) & CFO

Director (Nominee – ONGC)

Director (Nominee – BPCL)

Director (Nominee - GAIL)

Director (Nominee – IOCL)

Director (Nominee - GMB)

Independent Director

Independent Director

Independent Director

Independent Director

Independent Director

- 8. DBS Bank Ltd.
- 9. HDFC Bank Ltd.
- ICICI Bank Ltd.
   Indusind bank Ltd.
- 12. Indian Bank
- 12. Indian Bank
- 13. International Finance Corporation (IFC)
- 14. Kotak Mahindra Bank
- 15. Oriental Bank of Commerce
- 16. Qatar National Bank (QNB)
- 17. Sumitomo Mitsui Banking Corporation (SMBC)
- 18. State Bank of India
- 19. The Bank of Nova Scotia
- 20. The Hongkong & Shanghai Banking Corporation Ltd. (HSBC)

# Statutory Auditor

M/s T. R. Chadha & Co. B-30, Connaught Place, Kuthalia Building, New Delhi- 110001 Tel: 011 – 43259900/41513059/41513169 Fax: 011 - 43259930 email: delhi@trchadha.com

#### **Cost Auditor**

M/s Chandra Wadhwa & Co. 1305 & 1306, Vijaya Building, 17, Barakhamba Road, New Delhi-110001 Tel: 011-23738187, 40254232 email: wadhwafin@gmail.com sankalp.wadhwa@cwcindia.in

### **Secretarial Auditor**

M/s A. N. Kukreja & Co. Practising Company Secretaries E-147 A/1, Naraina Vihar, New Delhi – 110028 Tel: 011 – 64705555/25892575 Fax: 011 - 25892575 email: an\_kukreja@rediffmail.com

### Registrar & Share Transfer Agent (RTA)

M/s KFin Technologies Private Limited Selenium Building, Tower B, Plot 31-32 Financial District, Nanakramguda, Serilingampally Hyderabad, Rangareddi Telangana, India - 500032 Tel: 040 - 67162222, Fax: 040 - 23420814 Toll Free No.:1800-345-4001 Email: einward.ris@kfintech.com

### Debenture Trustee (upto 25.10.2020)

M/s SBICAP Trustee Company Ltd. 6th Floor, Apeejay House 3, Dinshaw Wachha Road Churchgate, Mumbai- 400 020 Tel: 022- 43025521, 43025503 Email: corporate@sbicaptrustee.com Website: www.sbicaptrustee.com

### **Registered Office**

World Trade Centre, Babar Road, Barakhamba Lane, New Delhi - 110001 Tel.: 011-23411411, 011-23472525 Fax: 011-23472550 Website: <u>www.petronetIng.com</u>

# Dahej LNG Terminal

GIDC Industrial Estate, Plot No.7/A, Dahej, Taluka: Vagra, Distt.: Bharuch, Gujarat - 392130 Tel. : 02641- 300300/301/305 Fax : 02641- 300306/300310

## Kochi LNG Terminal

Survey No. 347, Puthuvypu (Puthuypeen SEZ) P.O. 682508, Kochi Kerala Tel. : 0484-2502259/60, Fax : 0484-2502264



## PETRONET LNG LIMITED NEW DELHI

Regd. Office: World Trade Centre, Babar Road, Barakhamba Lane, New Delhi- 110 001 Tele: +91 11 23411411, 23472525 Fax: +91 11 23472550 Website: www.petronetIng.com Email: investors@petronetIng.com CIN: L74899DL1998PLC093073

### NOTICE OF 22ND ANNUAL GENERAL MEETING

**NOTICE** is hereby given that the 22<sup>nd</sup> (twenty-second) Annual General Meeting of the Members of Petronet LNG Limited (PLL) will be held on **Thursday, 10<sup>th</sup> day of September 2020 at 2.30 p.m.** via Video Conference (VC)/Other Audio Visual Means (OAVM), to transact the following businesses:

#### **ORDINARY BUSINESS:**

- To receive, consider and adopt (a) the Audited Standalone Financial Statements of the Company for the Financial Year ended 31<sup>st</sup> March 2020 (b) the Audited Consolidated Financial Statements of the Company for the Financial Year ended 31<sup>st</sup> March, 2020 together with the Reports of the Board of Directors and the Statutory Auditors thereon.
- 2. To consider declaration of final dividend on equity shares for the Financial Year 2019-20.
- 3. To appoint a Director in place of Shri Shashi Shanker (DIN : 06447938) who retires by rotation and being eligible offers himself for re-appointment as Director of the Company.

#### SPECIAL BUSINESS:

To consider and if thought fit, to pass the following resolution(s) as Ordinary Resolution(s) :

#### 4. To appoint Shri Sanjeev Kumar (DIN : 03600655) as Director of the Company

"**RESOLVED THAT** in accordance with the provisions of Section149, 152 and all other applicable provisions, if any, of the Companies Act, 2013 (the Act) and the Rules made there under (including any statutory modification(s) or re- enactment thereof for the time being in force) and the Articles of Association of the Company, Shri Sanjeev Kumar (DIN: 03600655), who was nominated by GMB/ GoG as its nominee Director on the Board of the Company and who was appointed as an Additional Director of the Company by the Board of Directors of the Company on the recommendation of Nomination and Remuneration Committee of the Board of Directors with effect from 4<sup>th</sup> September, 2019 pursuant to Section 161 of the Act and who holds office up to the date of this Annual General Meeting and in respect of whom the Company has, pursuant to Section 160 of the Act, received a notice from a Member in writing proposing his candidature for the office of Director, be and is hereby appointed as Director (Nominee Director of GMB/GoG) of the Company, liable to retire by rotation, on the terms and conditions as given in statement pursuant to Section 102 of the Act annexed to the Notice of this Annual General Meeting."

#### 5. To appoint Shri Manoj Jain (DIN : 07556033) as Director of the Company

"**RESOLVED THAT** in accordance with the provisions of Section 149,152 and all other applicable provisions, if any, of the Companies Act, 2013 (the Act) and the Rules made there under (including any statutory modification(s) or re- enactment thereof for the time being in force) and the Articles of Association of the Company, Shri Manoj Jain (DIN : 07556033), who was nominated by GAIL (India) Ltd. (GAIL) as its nominee Director on the Board of the Company and who was appointed as an Additional Director of the Company by the Board of Directors of the Company on the recommendation of Nomination and Remuneration Committee of the Board of Directors with effect from 6<sup>th</sup> May, 2020 pursuant to Section 161 of the Act and who holds office up to the date of this Annual General Meeting and in respect of whom the Company has, pursuant to Section 160 of the Act, received a notice from a Member in writing proposing his candidature for the office of Director, be and is hereby appointed as Director (Nominee Director of GAIL) of the Company, liable to retire by rotation, on the terms and conditions as given in Statement pursuant to Section 102 of the Act annexed to the Notice of this Annual General Meeting."

#### 6. To appoint Shri Tarun Kapoor (DIN : 00030762) as Director and Chairman of the Company

"**RESOLVED THAT** in accordance with the provisions of Section 149, 152 and all other applicable provisions, if any, of the Companies Act, 2013 (the Act) and the Rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and the Articles of Association of the Company, Shri Tarun Kapoor (DIN : 00030762), who was appointed as an Additional Director and Chairman of the Company by the Board of Directors of the Company on the recommendation of Nomination and Remuneration Committee of the Board of Directors with effect from 11<sup>th</sup> May, 2020 pursuant to Section 161 of the Act and who holds office up to the date of this Annual General Meeting and in respect of whom the Company has, pursuant

to Section 160 of the Act, received a notice from a Member in writing proposing his candidature for the office of Director and Chairman, be and is hereby appointed as Director and Chairman of the Company, liable to retire by rotation, on the terms and conditions as given in Statement pursuant to Section 102 of the Act annexed to the Notice of this Annual General Meeting."

#### 7. To appoint Shri Shrikant Madhav Vaidya (DIN : 06995642) as Director of the Company

"**RESOLVED THAT** in accordance with the provisions of Section 149, 152 and all other applicable provisions, if any, of the Companies Act, 2013 (the Act) and the Rules made there under (including any statutory modification(s) or re- enactment thereof for the time being in force) and the Articles of Association of the Company, Shri Shrikant Madhav Vaidya (DIN : 06995642), who was nominated by Indian Oil Corporation Limited - (IOCL) as its Nominee Director on the Board of the Company and who was appointed as an Additional Director of the Company by the Board of Directors of the Company on the recommendation of Nomination and Remuneration Committee of the Board of Directors with effect from 1<sup>st</sup> July, 2020 pursuant to Section 161 of the Act and who holds office up to the date of this Annual General Meeting and in respect of whom the Company has, pursuant to Section 160 of the Act, received a notice from a Member in writing proposing his candidature for the office of Director, be and is hereby appointed as Director (Nominee Director of IOCL) of the Company, liable to retire by rotation, on the terms and conditions as given in Statement pursuant to Section 102 of the Act annexed to the Notice of this Annual General Meeting."

#### 8. To appoint Shri Arun Kumar Singh (DIN : 06646894) as Director of the Company

"**RESOLVED THAT** in accordance with the provisions of Section 149, 152 and all other applicable provisions, if any, of the Companies Act, 2013 (the Act) and the Rules made there under (including any statutory modification(s) or re- enactment thereof for the time being in force) and the Articles of Association of the Company, Shri Arun Kumar Singh (DIN : 06646894), who was nominated by BPCL as its Nominee Director on the Board of the Company and who was appointed as an Additional Director of the Company by the Board of Directors of the Company on the recommendation of Nomination and Remuneration Committee of the Board of Directors with effect from 10th August, 2020 pursuant to Section 161 of the Act and who holds office up to the date of this Annual General Meeting and in respect of whom the Company has, pursuant to Section 160 of the Act, received a notice from a Member in writing proposing his candidature for the office of Director, be and is hereby appointed as Director (Nominee Director of BPCL) of the Company, liable to retire by rotation, on the terms and conditions as given in Statement pursuant to Section 102 of the Act annexed to the Notice of this Annual General Meeting."

#### 9. To approve Related Party Transactions entered or to be entered by the Company during financial year 2021-22

"**RESOLVED THAT** pursuant to the provisions of Regulation 23 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Companies Act, 2013 and Rules made thereunder (including any statutory modification(s) thereof for the time being in force), Related Party Transactions Policy of the Company, approval of the Members of the Company be and is hereby accorded to the Board of Directors for contracts/arrangements/ transactions entered/ to be entered with the Related Parties during the financial year 2021-22 for supply of goods or availing or rendering of any services in the ordinary course of business and on arm's length basis, which may exceed the materiality threshold limit i.e. exceeds ten percent of the annual consolidated turnover of the Company as per the last audited financial statements of the Company.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorized to do all such acts, matters, deeds and things and give all such directions as it may in its absolute discretion deem necessary, expedient or desirable, in order to give effect to this resolution."

By Order of the Board For Petronet LNG Limited

Place : New Delhi Date : 12<sup>th</sup> August, 2020 (Rajan Kapur) CGM &Vice President-Company Secretary



### Notes

- 1) In view of the massive outbreak of the COVID-19 pandemic, Ministry of Corporate Affairs (MCA), through Circular No. 14/2020 dated 8<sup>th</sup> April 2020, Circular No.17/2020 dated 13<sup>th</sup> April 2020 and Circular No. 20/2020 dated 5<sup>th</sup> May 2020 (collectively referred to as "MCA Circulars") has permitted the holding of the Annual General Meeting through video conferencing (VC) or other audio visual means (OAVM) and dispensed with physical presence of the Members at a common venue. Similarly, Securities and Exchange Board of India (SEBI) through Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12<sup>th</sup> May 2020 has also given certain relaxations in this regard. In terms of the said SEBI and MCA Circulars, the 22<sup>nd</sup> Annual General Meeting (AGM) of the Members is being held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate in the AGM through VC / OAVM only. The detailed procedure for participating in the meeting through VC / OAVM is annexed herewith and also available at the Company's website www.petronetlng.com
- 2) Since this AGM is being held pursuant to the MCA Circulars through VC / OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility of appointment of proxies by the Members will not be available for this meeting. Hence, the Proxy Form and Attendance Slip are not annexed to this Notice.
- 3) The Statement pursuant to the provisions of Section 102 of the Companies Act, 2013 setting out the material facts in respect of special business is annexed herewith. The relevant details, pursuant to Regulations 26(4) and 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India, in respect of Directors seeking appointment/re-appointment at this Annual General Meeting ("AGM") are also annexed.
- 4) Members are requested to participate on first-come-first-serve basis as the participation through VC / OAVM will be closed on expiry of 15 minutes from the scheduled time of the AGM. However, the participation of members holding 2% or more is not restricted on first-come-first-serve basis. Members can login and join 15 (fifteen) minutes prior to the scheduled time of AGM and window for joining shall be kept open till the expiry of 15 (fifteen) minutes after the scheduled time.
- 5) Members are requested to:
  - i. quote their Folio / Client ID & DP ID Nos. in all correspondence with the RTA / Company.
  - ii. register their e-mail IDs / PAN / Bank Account Details with RTA / Company / Respective Depository Participants (DP).
  - iii. visit the website of the Company to follow updates on AGM and Company .
  - iv. note that in case of joint holders attending the meeting, only such joint holder whose name is first in the register of member will be entitled to vote.
- 6) Institutional / Corporate Members (i.e. other than individuals / HUF / NRI etc.) intending their authorized representative(s) to attend the Meeting through VC / OAVM on their behalf and to vote through remote e-voting are requested to send a certified copy of the Board Resolution to the Scrutiniser by e-mail through its registered e-mail address at sachin@companylawworld.com with a copy marked at raju.sv@kfintech.com (e-voting agency).
- The Register of Members and Share Transfer Books of the Company will remain closed from 3<sup>rd</sup> September, 2020 to 9<sup>th</sup> September, 2020 (both days inclusive) for the purpose of 22<sup>nd</sup> Annual General Meeting.
- 16<sup>th</sup> July, 2020 has been fixed as Record Date for the purpose of ascertaining the entitlement of Members for final dividend for the financial year ended 31<sup>st</sup> March, 2020.
- 9) Dividend as recommended by the Board of Directors, if approved at the 22<sup>nd</sup> AGM of the Company will be paid to those shareholders, subject to deduction of tax at source, whose names appear:
  - i. as Beneficial Owners at the end of the business hours on Thursday, 16<sup>th</sup> July, 2020 as per the list to be furnished by the Depositories (i.e. NSDL and CDSL) in respect of shares held in electronic form, and
  - ii. as Members in the Register of Members of the Company after giving effect to all valid transmission and transposition requests lodged with the Registrar and Share Transfer Agent of the Company on or before Thursday, 16<sup>th</sup> July, 2020.
- 10) As per Regulation 40 of SEBI Listing Regulations and NSE circular no. NSE/CML/2018/38 dated December 03, 2018 and BSE vide Circular No. LIST/COMP/31/2018-19 dated December 03, 2018 requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository i.e. NSDL or CDSL except in case of transmission or transposition of securities w.e.f. April 1, 2019. The above said circulars are available at the website of the Company at www.petronetIng.com.

In view of this and to eliminate all risks associated with physical shares and for ease of portfolio management, members holding

shares in physical form are requested to convert their shareholding in dematerialized form. Members may contact the Company or Company's Registrar and Share Transfer Agent (RTA), KFin Technologies Private Limited, for any assistance in this regard.

- 11) The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market failing which the demat account / folio no. would be suspended for trading. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat accounts.
- 12) (a) Members holding shares in physical form are requested to submit their PAN and Bank details to the Company or its RTA to receive all the dividend through electronic mode directly in their respective bank accounts.

#### (b) Manner of registering mandate for receiving Dividend:

Members are requested to register / update their complete bank details:

- with their Depository Participant(s) ("DP") with whom they maintain their demat accounts, if shares are held in dematerialised mode, by submitting the requisite documents as required to be furnished by respective DP; and
- with the Company / RTA by emailing to the Company at investors@petronetIng.com or to the RTA at einward.ris@ kfintech.com, if shares are held in physical mode, by submitting (i) scanned copy of the signed request letter which shall contain member's name, folio number, bank details (Bank account number Bank and Branch Name and address, IFSC, MICR details), (ii) self-attested copy of the PAN card and (iii) cancelled cheque leaf.
- (c) In case, the company is unable to pay the dividend to any shareholder by the electronic mode, due to non-availability of the details of the bank account, the company shall upon normalization of the postal services, dispatch the dividend warrant / cheque to such shareholder by post.
- 13) Pursuant to Section 72 of the Companies Act, 2013, shareholders holding shares in physical form may file nomination in the prescribed Form SH-13 with the Company's Registrar and Share Transfer Agent. In respect of shares held in Electronic / Demat form, the nomination details may be updated with the respective Depository Participant.
- 14) Members holding shares in physical form, in identical order of names, in more than one folio are requested to send to the Company or RTA, the details of such folios together with the share certificates for consolidating their holdings in one folio. A consolidated share certificate will be issued to such Members after making requisite changes.
- 15) The Ministry of Corporate Affairs has notified provisions relating to unpaid / unclaimed dividend under Sections 124 and 125 of the Companies Act, 2013 and Investor Education and Protection Fund (Accounting, Audit, Transfer and Refund) Rules, 2016. As per these Rules, dividends which are not encashed / claimed by the shareholders for a period of seven consecutive years shall be transferred to the Investor Education and Protection Fund (IEPF) Authority. The shares in respect of such unclaimed dividends are also liable to be transferred to the demat account of IEPF Authority.

Hence, the Company urges to all the shareholders to encash / claim their respective dividend during the prescribed period. The Company has, from time-to-time, sent necessary intimation / published notices to the shareholders, requesting them to claim their unpaid dividends and also regarding the transfer of shares in respect of unclaimed dividend to IEPF Authority. The details of the unpaid / unclaimed amounts lying with the Company are available on the website of the Company at www.petronetIng.com. The shareholders whose dividend / shares are transferred to the IEPF Authority can now claim their dividend / shares from the Authority by following the Refund Procedure as detailed on the website of IEPF Authority. The procedure and guidelines in this regard are also available on the website of the Company.

16) (a) In compliance with the aforesaid MCA Circulars and SEBI Circular dated 12th May, 2020, Notice of AGM along with the Annual Report for the financial year 2019-20 is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company or the Depository Participant(s). The Annual Report of the Company, circulated to the Members of the Company, will also be made available on the Company's website i.e. www.petronetIng.com,website of the Stock Exchanges i.e. National Stock Exchange of India Limited at www.nseindia.com and BSE Limited at www.bseindia. com.

#### (b) Manner of registering / updating email addresses:

(i) Members holding shares in physical mode, who have not registered / updated their email addresses with the Company, are requested to register / update the same by clicking on https://ris.kfintech.com/email\_registration/ or by writing to the Company with details of folio number and attaching a self-attested copy of PAN card at investors@petronetIng.com or to the RTA at einward.ris@kfintech.com.



- (ii) Members holding shares in dematerialised mode, who have not registered / updated their email addresses with their Depository Participants, are requested to register / update their email addresses with the Depository Participants with whom they maintain their demat account.
- (iii) Further, the Company has also provided the facility to the shareholders to update / register their email id through the depositories i.e. NSDL and CDSL and its Registrar and Transfer Agent i.e. Kfin Technologies Private Limited for receiving the Annual Report for 2019-20 and other communications. The link for registration of email address is https://ris.kfintech.com/email\_registration/.
- 17) At the twenty-first AGM held on 27<sup>th</sup> August, 2019, the Members ratified the remuneration of M/s Chandra Wadhwa & Co., Cost Accountants (Registration No. 000239), Cost Auditor of the Company from the financial year 2019-20 to 2021-22 i.e. for a period of three years. Accordingly, no resolution is being proposed for ratification of remuneration of cost auditors at the twenty-second AGM.
- 18) Pursuant to Finance Act, 2020, dividend income will be taxable in the hands of shareholders w.e.f. April 1, 2020 and the Company is required to deduct tax at source from dividend paid to shareholders at the prescribed rates. For the prescribed rates for various categories, the shareholders are requested to refer to the Finance Act, 2020 and amendments thereof. The shareholders are requested to update their PAN with the Company/RTA (in case of shares held in physical mode) and depositories (in case of shares held in demat mode).

A Resident individual shareholder with PAN and who is not liable to pay income tax can submit a yearly declaration in Form No. 15G/15H, to avail the benefit of non-deduction of tax at source by email to RTA. Shareholders are requested to note that in case their PAN is not registered, the tax will be deducted at a higher rate of 20%. Non-resident shareholders can avail beneficial rates under tax treaty between India and their country of residence, subject to providing necessary documents i.e. No Permanent Establishment and Beneficial Ownership Declaration, Tax Residency Certificate, Form 10F, any other document which may be required to avail the tax treaty benefits by sending an email to RTA or at the link https://ris.kfintech.com/form15/.

The aforesaid declarations and documents were required to be submitted by the shareholders on or before 10<sup>th</sup> August, 2020.

- 19) The Register of Directors' and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013, the Register of Contracts or arrangements in which the Directors are interested under Section 189 of the Companies Act, 2013 and all other documents referred to in the Notice will be available for inspection in electronic mode during the AGM. Members may send their request for inspection by sending an email to investors@petronetIng.com.
- 20) Since the AGM will be held through VC/ OAVM, the Route map is not annexed in this Notice.
- 21) Annual Listing Fee and Custody fee for the year 2019-20 have been paid to NSE & BSE, wherein Shares of the Company are listed and to NSDL & CDSL respectively.
- 22) No Gifts, gift coupons or cash in lieu of gifts shall be given to Members after the completion of AGM or afterwards.
- 23) Shri Sachin Agarwal, Practising Company Secretary (M. No. 5774, CP No. 5910), has been appointed as the Scrutinizer by the Board of Directors of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- 24) The Chairman shall, at the 22<sup>nd</sup> AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of Scrutinizer, by use of electronic mode for all those members who will attend the said meeting via VC / OAVM but have not cast their votes by availing the remote e-voting facility.
- 25) The Results declared alongwith the Report of the Scrutinizer shall be placed on the website of the Company at https://www.petronetlng. com and on the website of e-voting agency at https://evoting.karvy.com. immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to BSE Limited and National Stock Exchange of India Limited. The results shall also be displayed on the notice board at the Registered Office of the Company.
- 26) The Resolutions, if passed by the requisite majority, shall be deemed to have been passed on the date of the 22<sup>nd</sup> Annual General Meeting i.e. 10<sup>th</sup> September, 2020.
- 27) The Notice of the 22<sup>nd</sup> AGM is also placed on the website of the Company at www.petronetlng.com and on the website of e-voting agency at https://evoting.karvy.com.
- 28) Members desirous of seeking/ obtaining any information / clarifications concerning the accounts and operations of the Company or intending to raise any query are requested to write to the Company at least 10 days before the date of meeting mentioning their name demat account number/folio number, email id, mobile number at investors@petronetIng.com or einward.ris@kfintech.com. The same will be replied by the Company suitably. However, it is requested to raise the queries precisely and in short at the time of meeting to