



CALS REFINERIES LIMITED

Regd. Office: 209, 2nd Floor, Suneja Tower-II, District Centre, Janakpuri, New Delhi- 110058.

CIN: L51909DL1984PLC018775, Tel: 91-11- 45067736

E-mail: info@calsrefineries.com, Website: www.cals.in

NOTICE

Notice is hereby given that:-

The 32nd Annual General Meeting (AGM) of the Company scheduled to be held on Thursday the 29th September, 2016 at the Executive Club, Dolly Farms & Resorts, 439, Village Shahurpur, P.O, Fatehpur Beri, New Delhi- 110074 at 09:30 a.m. and Annual Report for financial year 2015-16 have been sent to all members of the Company at their registered address in the permitted mode and soft copies of same have also been sent in electronic mode to all members whose email IDs are registered with the Company/Depository participant(s). The Annual report for FY 2015-16 is also available and can be downloaded from website of the Company at <http://www.cals.in>.

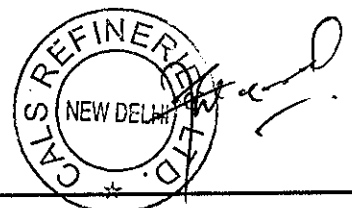
Pursuant to Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 91 of the Companies Act, 2013 along with the applicable Rules made there under, it is hereby intimated that the Register of Members and share transfer books of the Company will remain closed from Friday, September 23, 2016 to Thursday, September 29, 2016 (both days inclusive) for the purpose of Annual General Meeting.

Pursuant to the provisions of Section 108 of the Companies Act, 2013, Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Rule 20 of the Companies (Management and Administration) Rules, of the Companies Act, 2013, the Company has provided all its Members (holding shares both in physical and in electronic form) the facility to exercise their vote at the AGM by electronic voting (e-voting) through the services of Central Depository Services (India) Limited (CDSL). The cut-off date to record the entitlement of shareholders to cast their vote electronically at the AGM is 22nd September, 2016.

All the members are informed that (a) the Ordinary Businesses and the Special Businesses as set out in the Notice of 32nd AGM may be transacted by electronic voting, (b) the physical dispatch of Annual Report 2015-16 along with its electronic transmission has been completed on 01st September, 2016, (c) the voting through electronic means shall commence on **9:00 A.M. on 26th September, 2016 (Monday) and ends on 5:00 P.M. on 28th September, 2016 (Wednesday)**. (d) voting through electronic means shall not be allowed beyond **5:00 P.M. on 28th September, 2016 (Wednesday)**. (e) the Notice of the 32nd Annual General Meeting is available on the Company's website <http://www.cals.in> and CDSL's website www.evotingindia.com and (f) for the process and manner of electronic voting, members may go through the instructions as contained in the Annual Report- 2015-16 or visit CDSL's website www.evotingindia.com.

In case any person become member after dispatch of notice and holding shares as on the cut-off date, may follow the same instructions as mentioned for e-Voting in the Annual Report. The facility for voting through physical mode shall be made available at the AGM and the members attending the meeting who have not cast their vote by e-voting shall be able to exercise their right at the meeting in physical mode. The members who have cast their votes by e-voting may attend the meeting but shall not be entitled to cast their vote again.

Mr. Ankush Agarwal, Practicing Company Secretary and Managing Partner of Forecore Professionals LLP has been appointed as Scrutinizer, for the ensuing AGM.



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In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com under "Help" section or write an email to helpdesk.evoting@cdslindia.com or members may also contact for any query or inconvenience or grievances if any, in voting through electronic mode to Mr. Suvindra Kumar, Company Secretary of the Company, having phone number 011-45067736.

By Order of the Board of Directors

For **Cals Refineries Limited**



(Signature)
(Suvindra Kumar)
Company Secretary

Place: New Delhi

Date: 02.09.2016

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