



### CALS REFINERIES LIMITED

Regd. Office: 21 Basant Lok Complex, Vasant Vihar, New Delhi- 110057  
CIN: L51909DL1984PLC018775, Tel: 91-124- 4309720, Fax: 91-11-4309725  
E-mail: info@calsrefineries.com, Website: www.cals.in

### NOTICE

Notice is hereby given that:-

The 30th Annual General Meeting (AGM) of the Company scheduled to be held on Thursday, the 25th September, 2014 at the Executive Club, Dolly Farms & Resorts, 439, Village Shahurpur, P.O, Fatehpur Beri, New Delhi- 110074 at 10:30 a.m. and Annual Report for financial year 2013-14 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 2013-14 are also available and can be downloaded from website of the Company at <http://www.cals.in>.

Pursuant to Clause 16 of the Listing Agreement 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 Thursday, September 18, 2014 to Thursday, September 25, 2014 (both days inclusive) for the purpose of Annual General Meeting.

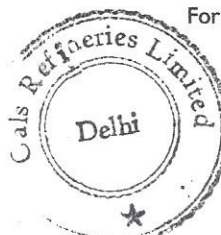
Pursuant to the provisions of Section 108 of the Companies Act, 2013, clause 35B of the Listing Agreement with Stock Exchange and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company has provided all its Members (holding shares both in physical and in electronic form) the 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 22<sup>nd</sup> August, 2014.

All the members are informed that (a) the Ordinary Businesses and the Special Businesses as set out in the Notice of 30th AGM may be transacted by electronic voting. (b) the physical dispatch of Annual Report 2013-14 has been completed on 30<sup>th</sup> August, 2014, however the electronic transmission of Annual Report 2013-14 has been completed on 01<sup>st</sup> September, 2014. (c) the voting through electronic means shall commence on **9:00 A.M. on 18<sup>th</sup> September, 2014 (Thursday) and ends on 5:00 P.M. on 19<sup>th</sup> September, 2014 (Friday)**. (d) voting through electronic means shall not be allowed beyond **5:00 P.M. on 19<sup>th</sup> September, 2014 (Friday)**. (e) the Notice of the 30<sup>th</sup> Annual General Meeting forming part of Annual Report- 2013-14 is available on the Company's website <http://www.cals.in> and CDSL's website [www.evotingindia.com](http://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- 2013-14 or visit CDSL's website [www.evotingindia.com](http://www.evotingindia.com).

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](http://www.evotingindia.com) under "Help" section or write an email to [helpdesk.evoting@cdslindia.com](mailto: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 0124-4309721-24.

By Order of the Board of Directors

For Cals Refineries Limited



(Suvindra Kumar)  
Company Secretary

Place: Gurgaon  
Date: 05.09.2014