NTPC Limited

CIN: L40101DL1975GOI007966
Regd. Office: NTPC Bhawan, SCOPE Complex, 7, Institutional Area, Lodi Road,
New Delhi-110 003
Tel. no.: 011-24360959 Fax: 011-24360241
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NOTICE

NOTICE is hereby given that the **50th Annual General Meeting** of the Members of NTPC Limited will be held on **Thursday, 27th August 2026 at 10.30 A.M.** (IST) through Video Conferencing ("VC")/ Other Audio-Visual Means ("OAVM") to transact the following businesses:

ORDINARY BUSINESSES

1. To consider and adopt the Audited Standalone Financial Statements of the Company for the financial year ended 31st March 2026, the reports of the Board of Directors and Auditors thereon, the Comments of the Comptroller and Auditor General of India and, in this regard, to consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

   Resolved that the Audited Standalone Financial Statements of the Company for the financial year ended 31st March 2026 and the reports of the Board of Directors and Auditors thereon, and the Comments of the Comptroller and Auditor General of India as circulated to the Members, be and are hereby considered and adopted.

2. To consider and adopt the Audited Consolidated Financial Statements of the Company for the financial year ended 31st March 2026, the report of the Auditors thereon and the Comment(s) of the Comptroller and Auditor General of India and, in this regard, to consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution:**

   Resolved that the Audited Consolidated Financial Statements of the Company for the financial year ended 31st March 2026 and report of Auditors thereon, and the Comment(s) of the Comptroller and Auditor General of India as circulated to the Members, be and are hereby considered and adopted.

3. To confirm payment of interim dividends and declare final dividend for the financial year 2025-26 and in this regard, to consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution:**

   Resolved that a first interim dividend @ 27.50% (₹2.75 per equity share of ₹10/- each), and second interim dividend @ 27.50% (₹2.75 per equity share of ₹10/- each) on the paid up equity share capital of the Company be and are hereby confirmed; and the final dividend @ 35% (₹3.50 per equity share of ₹10/- each) as recommended by the Board of Directors be and is hereby declared out of the profits of the Company for the financial year 2025-26.

4. To appoint Shri Shanmugha Sundaram Kothandapani (DIN: 10347322), Director (Projects), who retires by rotation as a Director and in this regard, to consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution:**

   Resolved that pursuant to the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Shri Shanmugha Sundaram Kothandapani (DIN: 10347322), Director (Projects), who retires by rotation at this meeting, being eligible, offers himself for re-appointment, be and is hereby appointed as a Director of the Company.

5. To appoint Shri Ravindra Kumar (DIN: 10523088), Director (Operations), who retires by rotation as a Director and in this regard, to consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

   Resolved that pursuant to the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Shri Ravindra Kumar (DIN: 10523088), Director (Operations), who retires by rotation at this meeting and being eligible, offers himself for re-appointment, be and is hereby appointed as a Director of the Company.

6. To authorize the Board of Directors to decide and fix the remuneration of the Statutory Auditors for the financial year 2026-27 and, in this regard, to consider and if thought fit, to pass, the following resolution as an **Ordinary Resolution**:

   Resolved that pursuant to the provisions of Section 139(5) and 142 of the Companies Act, 2013, the Board of Directors of the Company be and is hereby authorised to decide and fix an appropriate remuneration of Statutory Auditors of the Company, appointed/ to be appointed by the Comptroller and Auditor General of India for the financial year 2026-27.

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SPECIAL BUSINESSES

7. To ratify the remuneration of the Cost Auditors for the financial year 2026-27 and in this regard to consider and if thought fit, to pass the following resolution as an **Ordinary Resolution:**

   Resolved that pursuant to the provisions of Section 148 and all other applicable provisions of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 [including any statutory modification(s)], the Company hereby ratifies the remuneration of ₹47,37,000/- (Rupees Forty Seven Lakh and Thirty Seven Thousand only) plus applicable taxes/levies as approved by the Board of Directors payable to Cost Auditors appointed by the Board of Directors of the Company to conduct the audit of the cost records of the Company for the financial year 2026-27 as per detail set out in the Explanatory Statement annexed to the Notice convening this Meeting.

   Further resolved that the Board of Directors of the Company be and is hereby authorised to do all acts, deeds, matters and things as may be considered necessary, desirable or expedient for giving effect to this resolution."

8. To consider and, if thought fit, to pass the following resolution regarding raising funds up to ₹12,000 Crore through issue of Non-Convertible Debentures (NCDs/Bonds) on Private Placement basis, as a **Special Resolution:**

   RESOLVED THAT pursuant to Section 42 and other applicable provisions of the Companies Act, 2013 read with Rule 14 (1) of the Companies (Prospectus and Allotment of Securities) Rules, 2014 and any other applicable statutory provisions (including any statutory modification or re-enactments thereof) the Board of Directors of the Company (the "Board") be and is hereby authorised to make offer(s) or invitation(s) to subscribe to the secured/unsecured, redeemable, taxable/tax-free, cumulative/non-cumulative, non-convertible debentures ("NCDs/Bonds") up to ₹12,000 Crore in one or more tranches/series not exceeding 12 (twelve), through private placement, in domestic market for capex, working capital and general corporate purposes, during the period commencing from the date of passing of Special Resolution till completion of one year thereof or the date of next Annual General Meeting in the financial year 2027-28, whichever is earlier, in conformity with rules, regulations, notifications and enactments as may be applicable from time to time, subject to the total borrowings of the Company approved by the shareholders under Section 180 (1) (c) of Companies Act, 2013.

   RESOLVED FURTHER THAT the Board be and is hereby authorised to do or delegate from time to time, all such acts, deeds and things as may be deemed necessary to give effect to private placement of such NCDs including but not limited to determining the face value, issue price, issue size, tenor, timing, amount, security, coupon/interest rate, yield, listing, allotment and other terms and conditions of issue of NCDs as it may, in its absolute discretion, consider necessary.

9. To appoint Dr. Som Nath Sachdeva (DIN:11837324), as an Independent Director of the Company and in this regard to consider and if thought fit, to pass the following resolution as a **Special Resolution:**

   Resolved that pursuant to the provisions of Section 149, 152 and other applicable provisions, if any, of the Companies Act, 2013, rules made thereunder, Regulation 17(1C) and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Dr. Som Nath Sachdeva (DIN:11837324), who was appointed as an Independent Director, by the President of India vide Ministry of Power Order no. 8/4/2020-Th.-1(Part-III)(276348) dated 17th July 2026 for a period of three years or until further orders and who was subsequently appointed by the Board as an Additional Director (Independent Director) with effect from 18th July 2026, be and is hereby appointed as an Independent Director of the Company on terms & conditions fixed by the Government of India.

By order of the Board of Directors

Sd/-

Place: New Delhi (Ritu Arora)

Date: 03 August 2026 Company Secretary

Notes:

1. Pursuant to General Circular No. 03/2025 dated 22nd September 2025 and other General circulars issued by Ministry of Corporate Affairs, Government of India ('MCA') and circulars issued from time to time by Securities and Exchange Board of India (collectively referred to as **'Circulars'**), Companies are allowed to hold general Meetings through Video Conferencing (**'VC'**) facility / Other Audio Visual Means (**'OAVM'**), without the physical presence of members at a common venue. Hence, the AGM of the Company is being held through **VC** facility / **OAVM**, without the physical presence of the Members at a common venue. The deemed venue for the 50th Annual General Meeting (AGM) of the Company shall be the Registered Office of the Company.

2. In compliance with the statutory provisions, Notice of the AGM along with the Integrated Annual Report 2025-26 is being sent only through electronic mode to those Members whose email addresses are registered with the Company/Depository participant/ Depositories.

3. The relevant explanatory statement pursuant to Section 102 of the Companies Act, 2013, in respect of Special Businesses, as set out above is annexed hereto.

4. Pursuant to the provisions of the Companies Act, 2013 ("the Act"), a member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and proxy need not be a member of the Company. Since, this AGM is being held in accordance with the Circular through VC/ OAVM, the facility for appointment of proxies by the members will not be available for this AGM and hence the Proxy Form is not annexed to the notice.

5. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Companies Act, 2013.

6. In case of joint holders attending the Meeting, only such joint holder(s) who is higher in the order of names will be entitled to vote at the AGM.

7. Pursuant to the provisions of Section 108 of the Companies Act, 2013 ('the Act') read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and MCA Circulars, the Company is providing 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 appointed Central Depository Services (India) Limited (CDSL) for facilitating voting through electronic means, as the authorized e-Voting's agency. The facility of casting votes by a member using remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.

8. The voting period begins on **Monday, 24th August 2026 at 9:00 AM and ends on Wednesday, 26th August 2026 at 5:00** PM. During this period, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date **Friday, 21st August 2026** may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

9. The Members can join the 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 AGM through VC/OAVM will be made available to at least 1000 members on first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, 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 AGM without restriction on account of first come first served basis.

10. Members of the Company under the category of Institutional Shareholders are encouraged to attend and vote at the AGM through VC.

11. Further, in terms of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015, for those shareholders whose email id is not registered with the Company/ Registrar and Share Transfer Agent/Depository participant/ Depositories, a letter providing the web-link, including the exact path where complete details of the Annual Report are available, will be sent at their registered address.

12. Members may please note that the Notice and Annual Report 2025-26 will also be available on the Company's website www.ntpc.co.in, websites of the Stock Exchanges, i.e., BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com, respectively. The AGM Notice is also disseminated on the website of CDSL (agency for providing the Remote e-Voting facility and e-voting system during the AGM) i.e. www.cdslindia.com.

13. Members who have not registered their e-mail addresses are requested to register the same in respect of shares in electronic form with the Depository through Depository Participant(s) and in respect of shares held in physical form by writing to Beetal Financial & Computer Services Pvt. Ltd, the Registrar and Share Transfer Agency of the Company (**RTA**), at the address mentioned in Para 24 below, with details like name, folio no. and self-attested copy of PAN & AADHAR.

14. The Board has appointed Shri Amit Kaushal (Membership No. F6230 and Certificate of Practice No. 6663) or in his absence Shri Alok Kumar Tripathi (Membership No. A27448 and Certificate of Practice No. 13447) from M/s A. Kaushal & Associates, Company Secretaries, New Delhi as scrutinizer for e-voting.

15. Corporate Members/ Institutional Investors are entitled to appoint authorized representative for the purpose of voting through remote e-voting or for participation and voting in the meeting held through VC/OAVM. Corporate Members/ Institutional Investors intending to appoint their authorized representatives pursuant to Section 113 of the Act are requested to send a certified copy of the Board Resolution/ Power of Attorney authorizing their representative to the Scrutinizer by e-mail at aka_pcs@yahoo.com before or at the AGM.

16. The Scrutinizer shall submit his report not later than two working days of the conclusion of the AGM to the Chairman of the Company or any person authorized by him and the Results shall be declared by the Chairman or any person authorized by

him thereafter. The Results declared along with the Scrutinizer's Report shall be placed on the website of the Company www.ntpc.co.in and on the website of CDSL immediately after the declaration of Result by the Chairman or any person authorized by him in writing. The results shall also be forwarded to the stock exchanges where the shares of the Company are listed.

17. Pursuant to Section 139 of the Companies Act, 2013, the Auditors of a Government Company are to be appointed or re-appointed by the Comptroller and Auditor General of India (C&AG) and in pursuant to Section 142 of the Companies Act, 2013, their remuneration is to be fixed by the Company in the Annual General Meeting or in such manner as the Company in General Meeting may determine. The Members of the Company, in the 49th Annual General Meeting held on 29th August 2025, had authorized the Board of Directors to fix the remuneration of Statutory Auditors for the financial year 2025-26. Accordingly, the Board of Directors has fixed audit fee of ₹3,15,54,000/- (Rupees Three Crore Fifteen Lakh Fifty-Four Thousand only) for the Statutory Auditors for the financial year 2025-26 in addition to applicable GST and reimbursement of actual traveling and out-of-pocket expenses for visits to accounting units. The Statutory Auditors of the Company for the year 2026-27 are yet to be appointed by the C&AG. Accordingly, the Members may authorize the Board to fix an appropriate remuneration of Statutory Auditors as may be deemed fit by the Board for the year 2026-27.

18. A brief resume of the Directors seeking appointment or re-appointment at the AGM, as required under Regulation 36 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015, is annexed hereto and forms part of the Notice.

19. None of the Directors of the Company is in any way related to each other.

20. None of the Directors, KMP and their relatives are in any way concerned and interested in any of the ordinary business items, except Shri Shanmugha Sundaram Kothandapani and Shri Ravindra Kumar, being Director of the Company for Item No.4 and 5, respectively, and all directors & KMPs and their relatives for the Item No.3 to the extent of their shareholding, if any, in the Company.

DIVIDEND

21. The Board of Directors, in its meeting held on 30th October 2025 had declared the first interim dividend @27.50% (₹2.75 per share) on the paid-up equity share capital of the Company which was paid on 25th November 2025. Further, the Board of Directors, in its meeting held on 30th January 2026 had declared the second interim dividend @ 27.50% (₹2.75 per share) on the paid-up equity share capital of the Company which was paid on 25th February 2026. Further, the Board of Directors, in its Meeting held on 23rd May 2026 has recommended a final dividend @ 35% (₹3.50 per share) on the paid-up equity share capital of the Company.

22. The Company has fixed **Wednesday, 2nd September 2026** as Record Date for the purpose of payment of the final dividend. Final dividend, if approved at the AGM shall be paid on or after 23rd September 2026.

TDS on dividend

23. In accordance with the provisions of the Income Tax Act, 2025 ('the IT Act') as amended by Finance Act, 2026, with effect from 1st April 2026, dividend declared and paid by the Company is taxable in hands of shareholders. The Company shall, therefore, be required to deduct Tax at Source ('TDS') at the applicable rates on dividend payable to its shareholders. TDS rate would vary depending on the residential status of the shareholder and the documents submitted and duly accepted by the Company. For further detail on Tax on Dividend, please click https://www.ntpc.co.in/investor-updates/dividend-tds-communication.

Notes:

i. If dividend income is taxable in hands of any person other than the recipient of the dividend (e.g. Clearing member/corporations), then requisite details by way of a declaration should be communicated in Annexure-I (as available under above link) .

ii. Tax at source will not be deducted from an individual member if the dividend amount in a financial year does not exceed ₹10,000 or where an individual member provides Form 121 as prescribed under the IT Act, provided that the eligibility conditions are being met. Blank Form 121 can also be downloaded from the above link.

iii. Shareholders may note that all documents to be submitted are required to be self-attested (the documents should be signed by shareholder/authorised signatory stating the document to be "certified true copy of the original"). In case of ambiguous, incomplete or conflicting information, or valid information/documents not being provided, tax at maximum applicable rate will be deducted.

iv. In case of any discrepancy in documents submitted by the shareholder, the Company will deduct tax at rate as applicable, without any further communication in this regard.

v. Recording of valid PAN in the records of Company/ RTA is mandatory. In absence of valid PAN, tax will be deducted at the higher of the following rates: (as per Section 397 of the IT Act)

- at rate specified in the relevant provisions of the IT Act; or

- at rates in force; or
- at the rate of 20%

vi. Determination of withholding tax rate is subject to necessary verification by the Company of the shareholder details as available with the Depository Participant in case shares are held in dematerialized form; or RTA in case shares are held in physical form, as on Record Date and other documents available with the Company/ RTA. Shareholders holding shares under multiple accounts under different residential status/ category and single PAN, may note that, higher of the tax rate as applicable to different residential status/ category will be considered for their entire shareholding under different accounts.

vii. Further, if PAN is not as per the database of the Income-tax Portal, it would be considered an invalid PAN.

viii. In the event of a mismatch in category of shareholder (individual, company, trust, partnership, local authority, Government, Association of Persons etc.) as per register of members and as per fourth letter of PAN (10-digit alpha-numeric number), the Company would consider fourth letter of PAN for determining the category of shareholders and the applicable tax rate/ surcharge/ education cess.

ix. Shareholders may note that in case the tax on said dividend is deducted at a higher rate in absence of receipt, or insufficiency of the aforementioned details/documents from you, the shareholders have an option to claim an appropriate refund, if eligible at the time of filing the return of income as per IT Act.

x. The Company shall arrange to email a soft copy of TDS certificate to you at your registered email address. Shareholders will also be able to see the credit of TDS in Form 168, which can be downloaded from their e-filing account at https://www.incometaxindiaefiling.gov.in.

xi. In an event of any income tax demand (including interest, penalty, etc.) arising from any misrepresentation, inaccuracy or omission of information provided by the shareholder, the shareholder will be responsible to indemnify the Company and also, provide the Company with all information / documents and co-operation in any tax proceedings.

xii. The aforesaid documents, as applicable, are required to be emailed to RTA of the Company or to the Company at tdsdiv@ntpc.co.in and dividend.ntpc@figmentglobal.com on or before Monday, 07th September 2026, 17:00 Hours (IST) to enable the Company to determine the appropriate TDS rates (if interim dividend is declared). It is advisable to send the documents at the earliest to enable the Company to collate the documents to determine the appropriate TDS rates. No claim shall lie against the Company for taxes deducted.

24. As mandated by SEBI, all payments to security holders holding securities in physical form, including dividend, interest and redemption proceeds, are required to be made exclusively through electronic mode. Accordingly, no such payment can be processed unless the PAN, contact details, mobile number, bank account details and specimen signature of the holder are duly updated in the respective folio(s). Members holding shares in physical form who have not yet registered or updated the aforesaid details are therefore requested to submit the following to the Company's Registrar and Share Transfer Agent (RTA), Beetal Financial & Computer Services Private Limited, at 3rd Floor, Beetal House, 99, Madangir, New Delhi – 110062:-

    a) Duly filled and signed Form ISR 1 ("Request for Registering PAN, KYC details or Changes /Updation thereof"), signed by the first holder, capturing the name, folio number, complete address and the following bank account details in which the dividend is to be received:

        i. Name of the Bank and Bank Branch;

        ii. Bank Account Number and Account Type (as allotted after implementation of Core Banking Solutions);

        iii. 11 digit IFSC Code; and

        iv. 9 digit MICR Code.

    b) Form ISR 2 (confirmation of signature of the securities holder by the banker), where the specimen signature is to be registered or updated;

    c) Original cancelled cheque bearing the name of the Member or the first holder (in case shares are held jointly); in the absence of the name on the cheque, a self attested copy of the bank passbook/statement attested by the bank may be furnished;

    d) Self attested copy of the PAN Card; and

    e) Self attested copy of any document in support of the address of the Member as registered with the Company (such as Aadhaar Card, Driving Licence, Election Identity Card or Passport).

    Members holding shares in dematerialised form may note that dividend will be remitted on the basis of the bank account details provided by their respective Depository Participants (DPs), in terms of the applicable regulations. The Company will not entertain any direct request from such Members for change, addition or deletion of bank details. Members are therefore requested to update their Electronic Bank Mandate with their respective DPs, as remittance will be made only as per the particulars mapped with the DPs.

INVESTOR EDUCATION AND PROTECTION FUND (IEPF)

25. Attention of the members is drawn to the provisions of Section 124(6) of the Act which require a company to transfer all shares in respect of which dividend has not been paid or claimed for 7 (seven) consecutive years or more, in the name of Investors Education and Protection Fund (IEPF) Authority. In accordance with the aforesaid provisions of the Act read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, Company has transferred shares to the IEPF authority from time to time. Members are advised to visit the web-link: https://www.ntpc.co.in/iepf-details to check details of shares transferred to IEPF authority. The procedure for claiming shares from IEPF account is also available on the website of the Company at https://ntpc.co.in/iepf-account/procedure-claiming-dividend-shares-iepf-authority.

26. Pursuant to the provisions of section 124(5) of the Companies Act, 2013 (the Act), read with Regulation 61A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company has transferred the unclaimed Final dividend for the financial year 2017-18, Interim dividend for the financial year 2018-19, unclaimed interest on Tax Free Bonds 2015 paid in 2018-19 and unclaimed interest on Bonus Debenture for the financial year 2017-18 to the IEPF established by the Central Government. Pursuant to the provisions of IEPF Rules & amendments thereto, the Company has uploaded the details of unpaid and unclaimed amounts lying with the Company as on the date of closure of financial year i.e. 31st March 2026 on the website of the Company (www.ntpc.co.in) and also on the website of the Ministry of Corporate Affairs (https://www.iepf.gov.in) as per timelines stated in IEPF Rules.

27. Unclaimed Final dividend for the financial year 2018-19 will be due for transfer to the IEPF on or before 23rd October 2026 pursuant to the provisions of Section 124 of the Companies Act, 2013. Accordingly, corresponding shares on which dividend has not been paid or claimed for seven consecutive years shall also be liable to be transferred to the account of IEPF. Pursuant to the applicable provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, read with Section 125 of the Act and the Investor Education and Protection Fund Authority (Accounting, Audit, and Refund) Rules, 2016, any unclaimed amount pertaining to debt securities, including interest, redemption proceeds and any other amount payable to investors, shall be transferred to the IEPF upon the expiry of seven years from the maturity/redemption date of the respective debt instrument. SEBI has clarified that, for entities having listed non-convertible securities, the transfer of unclaimed amounts to the IEPF shall be affected only upon completion of seven years from the maturity date of the relevant security.

WEBCASTING

28. In compliance with the provisions of Regulation 44(6) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company shall provide live webcast of proceedings of AGM from 10.30 A.M. (IST) onwards on Thursday, 27th August 2026.

PROCEDURE FOR INSPECTION OF DOCUMENTS

29. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act, the Register of Contracts or Arrangements in which the directors are interested, maintained under Section 189 of the Act will be available electronically for inspection by the members during the AGM. All documents referred to in the Notice will also be available electronically for inspection without any fee by the members from the date of circulation of this Notice and up to the date of AGM. Members seeking to inspect such documents can send an email to isd@ntpc.co.in.

30. The annual accounts of the subsidiary company along with the related detailed information is available for at the Corporate Office of the Company and of the subsidiary concerned and copies will be made available to Shareholders of the Company and its subsidiary company upon request.

31. The recorded transcript of the forthcoming AGM shall also be made available on the website of the Company www.ntpc.co.in in the Investors Section, as soon as possible after the Meeting is over.

OTHER IMPORTANT INFORMATION

32. Members may also note that in accordance with Regulation 40 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 read with SEBI Master Circular dated 30th January 2026, SEBI has mandated listed companies to issue securities in dematerialized form only while processing service requests viz. Issue of duplicate securities certificate; renewal/ exchange of securities certificate; endorsement; sub-division/ splitting of securities certificate; consolidation of securities certificates/ folios; transmission and transposition. In view of the same and to eliminate all risks associated with physical shares and avail various benefits of dematerialisation, Members are advised to dematerialise the shares held by them in physical form.

33. Members, holding shares in physical form, may avail the facility of nomination in terms of Section 72 of the Companies Act, 2013 by nominating in the Form-SH 13 as prescribed in the Companies (Share Capital & Debentures) Rule, 2014, any person to whom their shares in the Company shall vest on occurrence of event stated in the Form. Persons holding shares in physical form may send Form-SH 13 in duplicate to RTA of the Company. In case of shares held in dematerialized form, the nomination has to be lodged with the respective DP.

34. As per SEBI notifications, any requests for effecting transfer/ transposition/ transmission of securities shall not be processed unless the securities are held in the dematerialized form with a depository. Accordingly, Shareholders holding shares in physical form, are advised to dematerialize their shares.

35. Further, pursuant to the SEBI Circular dated 30th January 2026, a special window has been provided from 5th February 2026 to 4th February 2027 for transfer and dematerialization of physical securities sold or purchased prior to 1st April 2019, where transfer requests were earlier rejected, returned, or remained unattended due to documentation or procedural deficiencies. Such securities, upon transfer, shall be credited only in demat mode and will remain under lock-in for one year from the date of transfer registration, during which they cannot be transferred, pledged, or lien-marked. In order to create awareness amongst shareholders, the Company has been issuing bi-monthly advertisements in newspapers and has also hosted the relevant Circular on the Company's website. Shareholders who fall within this category are advised to contact the Company at its e-mail id isd@ntpc.co.in or to RTA at its e-mail id beetelrta@gmail.com .

36. Members are requested to notify immediately any change in their address:

    (i) to their Depository Participants (DP) in respect of shares held in dematerialized form, and

    (ii) to the Company at its Registered Office or its RTA, in respect of their physical shares, if any, quoting their Folio Number.

37. Non-Resident Indian members are requested to inform Company/RTA/ Depository/ Depository participants, regarding:

    (i) Change in their residential status on return to India for permanent settlement.

    (ii) Particulars of their bank account maintained in India with complete name, branch, account type, account number, IFSC Code and address of the Bank with pin code number, if not furnished earlier.

38. Any service requests or complaints received from the member, are not processed by RTA till the aforesaid details/ documents are provided to RTA. SEBI has introduced Form ISR - 1 alongwith other relevant forms to lodge any request for registering PAN, KYC details or any change/ updation thereof.

39. SEBI has established a common Online Dispute Resolution Portal ('ODR Portal') for resolution of disputes arising in the Indian Securities Market. Pursuant to this, post exhausting the option to resolve their grievance with the RTA / Company directly and through existing SCORES platform, the investors can initiate dispute resolution through the ODR Portal named "SMART ODR" which can be accessed through the URL: https://smartodr.in/login and the same can also be accessed through the Company's website https://ntpc.co.in/smart-odr .

40. Annual listing fee for the year 2026-27 has been paid to all Stock Exchanges wherein shares of the Company are listed. Also, the Annual Custodian Fee for the year 2026-27 was paid to both Depositories i.e. Central Depository Services (India) Limited and National Securities Depository Limited.

41. Since the AGM will be held through VC/OAVM, the route map of the venue of the Meeting is not annexed hereto.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

The following statement sets out all material facts relating to Special Businesses mentioned in the accompanying notice:

Item No. 7: Ratification of Remuneration payable to Cost Auditors

Based on recommendation of Audit Committee, the Board of Directors in its meeting held on 11th July 2026 has accorded approval for appointment of Cost Auditor for the financial year 2026-27 at the payment of total fee of ₹47,37,000/- (Rupees Forty Seven Lakh and Thirty Seven Thousand only). The fee structure for cost audit is broadly based on station capacity and number of stations. The reimbursement of applicable statutory taxes/ levies shall be in addition to fees.

As per Rule 14 of Companies (Audit and Auditors) Rules, 2014 read with Section 148(3) of the Companies Act, 2013, the remuneration recommended by the Audit Committee shall be considered and approved by the Board of Directors and ratified subsequently by the shareholders.

Accordingly, members are requested to ratify the remuneration payable to the Cost Auditors for the financial year 2026-27.

The Board of Directors recommended the passing of the proposed Resolution by members of the Company.

The Directors or Key Managerial Personnel or their relatives do not have any concern or interest, financial or otherwise, in passing of the said Ordinary Resolution, except to the extent of their shareholding in the Company.

Item No. 8: Raising of funds up to ₹12,000 Crore through issue of Non-Convertible Debentures (NCDs/Bonds) on Private Placement basis

The Company is the largest power producer in India. As the Company is under capacity expansion mode, a major portion of the capital expenditure requirement of the Company has to be funded by debt. The Company borrows in the form of Non-Convertible Debentures (NCDs)/ Bonds, rupee term loans from banks and financial institutions, foreign currency borrowings, foreign currency bonds etc. The NCDs/ Bond are raised by the Company under a public issue route or through private placement basis.

In addition to the capital expenditure requirement as explained above, the Company also needs to borrow for meeting its working capital requirement and other general corporate purposes, which is partly proposed to be met through the issuance of NCDs/Bonds.

The provisions of Section 42 of the Companies Act, 2013, read with Rule 14(1) of the Companies (Prospectus and Allotment of Securities) Rules, 2014, require the Company to seek a Special Resolution from its shareholders for raising the NCDs on a private placement basis. However, in case of offer or invitation for "non-convertible debentures", it shall be sufficient if the Company passes a prior Special Resolution once a year for all the offers or invitations for such debentures during the year.

In view of the above, approval of the shareholders of the Company is being sought to authorise the Board of Directors to make offer(s) or invitation(s) to subscribe to the secured/unsecured, redeemable, taxable/tax-free, cumulative/non-cumulative, non-convertible debentures ("NCDs/Bonds") up to ₹12,000 Crore in one or more tranches/series not exceeding 12 (twelve), through private placement, in domestic market for capex, working capital and general corporate purposes during the period commencing from the date of passing of Special Resolution till completion of one year thereof or the date of next Annual General Meeting in the financial year 2027-28, whichever is earlier, subject to ceiling approved by the shareholders under Section 180 (1) (c) of Companies Act, 2013.

The Board of Directors of the Company in its Meeting held on 24th July 2026 has approved the proposal and recommends the passing of the proposed Special Resolution.

The Directors or key managerial personnel or their relatives do not have any concern or interest, financial or otherwise, in passing of the said Special Resolution, except to the extent of their shareholding in the Company.

Item No. 9: To appoint Dr. Som Nath Sachdeva (DIN:11837324), as an Independent Director

Dr. Som Nath Sachdeva (DIN:11837324) was appointed as an Independent Director, by the President of India vide Ministry of Power letter no. 8/4/2020-Th.-1(Part-III)(276348) dated 17th July 2026 for a period of three year or until further orders. He was appointed as an Additional Director (Independent) with effect from 18th July 2026, to hold office up to this Annual General Meeting.

His brief resume, inter-alia, giving nature of expertise in specific functional area, shareholding in the Company, other Directorship, Membership/ Chairmanship of Committees and other particulars are enclosed with this notice.

Dr. Som Nath Sachdeva has given a declaration to the effect that he meets the criteria of Independence as prescribed under Section 149 of the Companies Act, 2013, read with the Companies (Appointment & Qualification) Rules, 2014 & Regulation 16 of the SEBI Listing Regulations. He has also confirmed that he has not been debarred from holding the office of director by virtue of any order of SEBI or any other such authority.

None of the Directors, Key Managerial Personnel of the Company or their relatives except Shri Som Nath Sachdeva, is in any way, concerned or interested, financially or otherwise, in the resolution except as may be deemed to be concerned or interested in the proposed resolution to the extent of their shareholding in the Company, if any.

By order of the Board of Directors

Sd/-

Place: New Delhi
(Ritu Arora)

Date: 03 August 2026
Company Secretary

Brief Resume of Directors seeking appointment/re-appointment

Name	Shri Shanmugha Sundaram Kothandapani	Shri Ravindra Kumar	Dr. Som Nath Sachdeva
Age	59 years	58 years	62 years
Date of Appointment	1st December 2023	26th February 2024	18th July 2026
Qualifications	Electronics and Communication Engineering graduate from Govt. College of Technology, Coimbatore and PGDM from MDI Gurgaon in the area of Strategy & Finance.	B.Sc. (Engineering) in Mechanical engineering from BIT Sindri	Ph.D. in Civil Engineering with specialization in Transportation Engineering
Brief resume including experience and expertise in specific functional area	Shri Shanmugha Sundaram Kothandapani joined NTPC as a Graduate Engineer Trainee in 1988 and has over 35 years of rich experience across project execution, commissioning, operation, and maintenance of thermal power stations ranging from 110 MW to 800 MW capacities, including greenfield and brownfield projects across India. He played a key role in the development of NTPC's first supercritical project at Sipat and has held important leadership positions at Darlipali, Barauni, and Talcher Kaniha. He also gained valuable corporate exposure in NTPC's Operation Services Department, contributing to strategic and operational oversight. As Head of Project, he successfully led the commissioning of the 720 MW Barauni Project and drove performance improvements and FGD implementation at the 3000 MW Talcher Kaniha Station. He is a seasoned power sector professional with extensive experience across the entire project lifecycle and a strong focus on operational excellence and timely project execution.	Shri Ravindra Kumar joined NTPC as a Graduate Engineer Trainee in 1989 and has over 34 years of extensive experience in commissioning, O&M, engineering, and project management. He has held key operational and leadership roles at NTPC Kahalgaon, the Corporate Centre, and as technical support to Director (Technical). He played a pivotal role in the development of the Maitree Supercritical Power Project in Bangladesh, leading the engineering, erection, commissioning, and O&M of its first 660 MW unit as Chief Technical Officer. As CEO of Patratu Vidyut Utpadan Nigam Limited, he accelerated project construction and erection activities. He is a seasoned power sector professional with significant corporate and site experience, strong leadership capabilities, and comprehensive knowledge of the power industry.	Prof. (Dr.) Som Nath Sachdeva is the Vice Chancellor of Kurukshetra University, Kurukshetra, a NAAC A++ accredited State University. He has also served as Vice Chancellor (additional charge) of three other Government Universities in Haryana. He has over 39 years of distinguished experience in academics, research and consultancy. He also served as Professor at the National Institute of Technology (NIT), Kurukshetra. He has published over 100 research papers, authored three books, supervised various postgraduate and doctoral research scholars, and has undertaken several sponsored research and consultancy projects. Prof. Sachdeva has received several national honours, including the Outstanding Vice Chancellor of India (2025) and the Platinum Award from the Government of Haryana for excellence in implementing NEP 2020.

Name	Shri Shanmugha Sundaram Kothandapani	Shri Ravindra Kumar	Dr. Som Nath Sachdeva
Directorship held in other companies	1. NTPC Renewable Energy Limited 2. NTPC Green Energy Limited 3. Patratu Vidyut Utpadan Nigam Limited 4. Meja Urja Nigam Private Limited 5. Anushakti Vidhyut Nigam Limited 6. NTPC Up Green Energy Limited 7. NTPC Parmanu Urja Nigam Limited 8. NTPC Rajasthan Green Energy Limited 9. AP NGEL Harit Amrit Limited 10. North Eastern Electric Power Corporation Limited	1. Bhartiya Rail Bijlee Company Limited 2. NTPC Tamil Nadu Energy Company Limited 3. NTPC Mining Limited 4. Jhabua Power Limited 5. Ratnagiri Gas and Power Private Limited 6. Sinnar Thermal Power Limited 7. Ayana Renewable Power Private Limited 8. Chhattisgarh NTPC Green Energy Limited 9. NTPC GE Power Services Private Limited 10. NTPC Bhel Power Projects Private Limited 11. Bangladesh - India Friendship Power Company Private Limited	NIL
Memberships/ Chairmanship of committees across all public companies*	NTPC Green Energy Limited Audit Committee: Member Stakeholders' Relationship Committee: Member	NIL	NTPC Limited Stakeholders' Relationship Committee: Member
Listed entities from which the person has resigned in the past three years	NIL	NIL	NIL
Number of shares held in NTPC Ltd. as on 31.03.2026	NIL	5,266	NIL
Attendance in Board Meetings held during - FY 2025-26 - FY 2026-27 (upto 31.07.2026)	No. of meetings held/ attended FY 2025-26: 12/12 FY 2026-27: 3/3	No. of meetings held/ attended FY 2025-26:12 /12 FY 2026-27: 3/3	No. of meetings held/ attended FY 2025-26: NA FY 2026-27: 1/1
Relationship with other Directors / Key Managerial Personnel	NIL	NIL	NIL
Terms and conditions of re-appointment including remuneration	As per order of Government of India	As per order of Government of India	As per order of Government of India

*In line with Regulation 26 of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, membership of the Audit Committee and Stakeholders' Relationship Committee have only been taken into consideration.

Notice

THE INTRUCTIONS OF SHAREHOLDERS FOR E-VOTING AND JOINING VIRTUAL MEETINGS ARE AS UNDER:

(i) Access through Depositories CDSL/NSDL e-Voting system in case of individual shareholders holding shares in demat mode.

In terms of SEBI circular no. **SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 9, 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 Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to abovesaid SEBI Circular, Login method for e-Voting and joining virtual **meetings for Individual shareholders holding securities in Demat mode CDSL/NSDL** is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL Depository	1) 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 to Easi / Easiest are requested to visit CDSL website www.cdslindia.com and click on login icon & My Easi New (Token) Tab. 2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the e-voting is in progress as per the information provided by company. On clicking the e-voting 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. 3) If the user is not registered for Easi/Easiest, option to register is available at CDSL website www.cdslindia.com and click on login & My Easi New (Token) 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 an e-Voting link available on https://evoting.cdslindia.com/EVoting/EVotingLogin 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 e-voting is in progress and also able to directly access the system of all e-Voting Service Providers.
Individual Shareholders holding securities in demat mode with NSDL Depository	1) If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsdl.com either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting 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 name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. 2) If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select "Register Online for IDeAS "Portal or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp 1) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ 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 hold 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 name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting

Type of shareholders	Login Method
	2) For OTP based login you can click on https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp. You will have to enter your 8-digit DP ID, 8-digit Client Id, PAN No., Verification code and generate OTP. Enter the OTP received on registered email id/mobile number and click on login. 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 name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.
Individual Shareholders (holding securities in demat mode) login through their Depository Participants (DP)	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful login, you will be able to see e-Voting option. Once you 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 name and you will be redirected to e-Voting service provider website 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.

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 CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 21 09911
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 evoting@nsdl.co.in or call at : 022 - 4886 7000 and 022 - 2499 7000

(ii) Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode

1) The shareholders should log on to the e-voting website www.evotingindia.com.

2) Click on "Shareholders" module.

3) Now enter your User ID

   a. For CDSL: 16 digits beneficiary ID,

   b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,

   c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.

4) Next enter the Image Verification as displayed and Click on Login.

5) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.

6) If you are a first-time user follow the steps given below:

	For Physical shareholders and other than individual shareholders holding shares in Demat.
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) • Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.

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Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. • If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field.

(iii) After entering these details appropriately, click on "SUBMIT" tab.

(iv) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

(v) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

(vi) Click on the EVSN for the relevant <Company Name> on which you choose to vote.

(vii) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.

(viii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.

(ix) After selecting the resolution, you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.

(x) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.

(xi) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.

(xii) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.

(xiii) There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.

(xiv) **Additional Facility for Non – Individual Shareholders and Custodians – For Remote Voting only.**

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to www.evotingindia.com and register themselves in the "Corporates" module.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
- After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
- The list of accounts linked in the login will be mapped automatically & can be delink in case of any wrong mapping.
- It is Mandatory that, a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- Alternatively Non Individual shareholders are required mandatory to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company isd@ntpc.co.in, if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

INSTRUCTIONS FOR SHAREHOLDERS ATTENDING THE AGM THROUGH VC/OAVM & E-VOTING DURING MEETING ARE AS UNDER:

1. The procedure for attending meeting & e-Voting on the day of the AGM is same as the instructions mentioned above for e-voting.
2. The link for VC/OAVM to attend meeting will be available where the EVSN of Company will be displayed after successful login as per the instructions mentioned above for e-voting.

3. Shareholders who have voted through Remote e-Voting will be eligible to attend the meeting. However, they will not be eligible to vote at the AGM.
4. Shareholders are encouraged to join the Meeting through Laptops / IPads for better experience.
5. Further shareholders will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
6. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop 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.
7. Shareholders who would like to express their views/ask questions during the meeting may **register themselves as a speaker by sending their request in advance atleast 7 days prior to meeting i.e. latest by Thursday, 20th August 2026 mentioning their name, demat account number/folio number, email id, mobile number at** isd@ntpc.co.in. The shareholders who do not wish to speak during the AGM but have queries may send their queries in advance 7 days prior to meeting mentioning their name, demat account number/ folio number, email id, mobile number at isd@ntpc.co.in. These queries will be replied to by the company suitably by email. Request for **registration as a speaker sent at any other email id other than** isd@ntpc.co.in **shall not be considered**.
8. Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.
9. Only those shareholders, who are present in the AGM through VC/OAVM facility and have not casted 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 available during the AGM.
10. If any Votes are cast by the shareholders through the e-voting available during the AGM and if the same shareholders have not participated in the meeting through VC/OAVM facility, then the votes cast by such shareholders may be considered invalid as the facility of e-voting during the meeting is available only to the shareholders attending the meeting.

PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL/MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY/DEPOSITORIES.

1. For Physical shareholders- please provide necessary details like 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 beetelrta@gmail.com.
2. For Demat shareholders - Please update your email id & mobile no. with your respective **Depository Participant (DP)**
3. **For Individual Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting & joining virtual meetings through Depository.**

If you have any queries or issues regarding attending AGM & e-Voting from the CDSL e-Voting System, you can write an email to helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 21 09911.

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, AVP, (CDSL) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to helpdesk.evoting@cdslindia.com or call toll free no. 1800 21 09911.

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