

HCL TECHNOLOGIES LIMITED

Corporate Identity Number: L74140DL1991PLC046369

Regd. Office: 806, Siddharth, 96, Nehru Place, New Delhi-110 019

Tel: +91 11 26444812, Fax: +91 11 26436336, Website: www.hcltech.com

NOTICE

Notice is hereby given that the 22nd Annual General Meeting (AGM) of the members of HCL Technologies Limited will be held on Thursday, the 4th day of December, 2014 at 11.00 A.M. at FICCI Auditorium, Federation House, 1, Tansen Marg, New Delhi-110001.

The Notice setting out the business to be transacted at the meeting together with a copy of the Annual Report of the Company for the financial year 2013-14, Proxy form and Attendance slip has been mailed / dispatched to the members (i) electronically to those members whose e-mail addresses are registered with the Company/ Depository Participant(s); and (ii) physically to all other members at their address registered with the Company/ Depository Participant(s) as on the cut-off date of October 31, 2014. In case the members who have been sent this notice electronically and who wish to receive physical copies of the Notice of the AGM, Annual Report, Attendance slip and Proxy form, may send a request to the Company at investors@hcl.com or write to the Company's Registrar & Share Transfer Agent: Alankit Assignments Limited, Unit: HCL Technologies Limited, 205-208, Anarkali Market, Jhandewalan Extension, New Delhi-110055, Tel. No. +91-11-42541234; Fax No. +91-11-42541967; email - rt@alankit.com.

A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote in his/ her/ its place and a proxy need not be a member of the Company. Proxies, in order to be effective, must be received at the Company's Registered Office not later than 48 hours before the meeting.

Book Closure

Notice is also hereby given that pursuant to Section 91 of the Companies Act, 2013 ("Act") read with Rule 10 of the Companies (Management and Administration) Rules, 2014, and other applicable provisions, if any of the Act and Clause 49 of the Listing Agreements entered with the Stock exchanges, the Register of Members and the Share Transfer Register of the Company will remain closed from November 23, 2014 to November 24, 2014 (both days inclusive).

E-voting

In compliance with the provisions of Section 108 of the Act and Rules made thereunder and Clause 35B of the Listing Agreements with the Stock exchanges, your Company is pleased to offer e-voting facility to enable you to cast your vote electronically on the resolutions set forth in the Notice of the AGM. For this purpose, the Company has entered into an arrangement with Central Depository Services (India) Limited ("CDSL") for providing e-voting services. The members holding shares either in physical or electronic mode as on the cut-off date of October 31, 2014 may cast their vote electronically. The detailed procedure for e-voting is given in the Notice of the AGM.

Date of Completion of sending of Notices: November 8, 2014

Date and Time of commencement of e-voting: November 22, 2014 at 9.00 A.M. (IST)

Date and Time of end of e-voting: November 24, 2014 at 6.30 P.M. (IST)

The e-voting module will be disabled and no e-voting will be allowed thereafter. In case of any queries or issues regarding e-voting, please refer the Frequently Asked Questions ("FAQ") and e-voting manual available at www.evotingindia.com under help section or write an email to helpdesk.evoting@cdslindia.com or contact CDSL e-voting helpdesk at 18002005533.

The Annual Report for the year 2013-14 along with the Notice convening the 22nd Annual General Meeting, Attendance slip and Proxy form are also available on the Company's website www.hcltech.com and on the website of CDSL - www.cdslindia.com.

The members holding shares in physical form are requested to send the requests for share transfer, change of address, e-mail ID, NECS mandate, etc. to the Company's Registrar & Share Transfer Agent: Alankit Assignments Limited, Unit: HCL Technologies Limited, 205-208, Anarkali Market, Jhandewalan Extension, New Delhi-110055, Tel. No. +91-11-42541234; Fax No. +91-11-42541967. The members holding shares in electronic form are requested to update such details with the Depository Participant(s) with whom they are maintaining their demat account.

For HCL Technologies Limited

Date: November 10, 2014
Place: Noida (U.P.)

Manish Anand
Company Secretary
HCL



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