



**Essar Securities Limited**  
Essar House,  
11, K. K. Marg,  
Mahalaxmi,  
Mumbai- 400 034  
CIN:L65990TN2005PLC071791

**November 23, 2020**

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To

**BSE Limited**

Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400 001.

E:eslinvestors@essar.com

[www.essar.com](http://www.essar.com)

**Sub: Intimation of date of Annual General Meeting and Book Closure**

**Ref: Scrip Code No. 533149**

Dear Sir,

We wish to inform you that 15<sup>th</sup> Annual General Meeting of the Company will be held on Friday, December 18, 2020 at 11.30 a.m. at Utsava, New No.38, 2nd Main Road, R.A.Puram, Chennai – 600 028. Please find attached notice of Annual General Meeting of the Company.

In compliance with the requirements of Regulation 42 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 91 of Companies Act, 2013, the Register of Members and Share Transfer Books of the Company will remain closed from Saturday, December 12, 2020 to Friday, December 18, 2020 (both days inclusive) for the purpose of Annual General Meeting of the Company.

This is for your information and record.

Thanking you.

Yours faithfully,

**For Essar Securities Limited**

**Rachana H Trivedi**

**Company Secretary & Compliance Officer**

## NOTICE OF 15<sup>TH</sup> ANNUAL GENERAL MEETING

NOTICE is hereby given that the 15<sup>th</sup> Annual General Meeting of the members of Essar Securities Limited will be held on Friday, December 18, 2020 at 11.30 a.m. at **Utsava, New No.38, 2nd Main Road, R.A.Puram, Chennai – 600 028, Tamil Nadu** to transact the following business:

### ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended March 31, 2020 together with the Reports of the Board of Directors' and Auditors' thereon.
2. To appoint a Director in place of Ms. Priyanka Oka (DIN: 08066379), who retires by rotation, and being eligible, offers herself for re-appointment.

By order of the Board of Directors  
For Essar Securities Limited

November 11, 2020  
Mumbai

**Rachana H Trivedi**  
Company Secretary

### Registered office

56, New No. 77,  
C. P. Ramaswamy Road,  
Abhiramapuram,  
Chennai – 600 018  
Tamil Nadu

### NOTES

1. Considering the practical difficulties being faced by Companies in conducting AGM on or before the due date of September 30, 2020 on account of the Covid-19 pandemic and after taking cognizance of the gravity of the public health situation; MCA, with a view to provide necessary relief to such companies, vide its General Circular No 28/2020 dated August 17, 2020 and Order dated September 8, 2020, extended the time within which Companies are mandated to hold the AGM by a period not exceeding three months i.e. till December 31, 2020.
2. A member entitled to attend and vote at the meeting is entitled to appoint proxy/proxies to attend and vote instead of himself/herself and such proxy/proxies need not be a member of the company.
3. The instrument of proxy in order to be effective must be deposited at the Registered Office of the Company, duly completed and signed, not less than 48 hours before the commencement of the Annual General Meeting ("AGM").
4. A person can act as proxy on behalf of Members not exceeding fifty (50) and holding in the aggregate not more than ten (10%) percent of the total share capital of the Company. A Member holding more than ten (10%) percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person.
5. The Register of Members and Share Transfer Books of the Company will remain closed from Saturday, December 12, 2020 to Friday, December 18, 2020 (both days inclusive) for the purpose of the AGM of the Company.
6. Members/Proxies/Representatives should bring the duly filled attendance slip along with their copy of Annual Report at the AGM.
7. Corporate Members intending to send their authorized representatives to attend the AGM are requested to send to the Company a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the AGM.
8. In case of joint holders attending the AGM, only such joint holder who is higher in the order of names will be entitled to vote.
9. Members who hold shares in dematerialized form are requested to bring their Client ID and DP ID numbers for easy identification of attendance at the AGM.
10. Members are requested to:
  - a) intimate to the Company's Registrar and Share Transfer Agent - Data Software Research Company Private Limited ("DSRC"), changes, if any, in their registered addresses, in case of shares held in physical form;
  - b) intimate to their Depository Participant with whom they are maintaining their demat accounts, changes, if any, in their registered addresses/email ID, in case of shares held in dematerialized form.
  - c) quote their Folio Numbers/Client ID/DP ID in all correspondence; and
  - d) consolidate their holdings into one folio in case they hold shares under multiple folios in the identical order of names.
11. Members who have not registered their e-mail addresses so far are requested to register their e-mail address for receiving all communication including Annual Report, Notices etc., from the Company electronically.

12. Pursuant to the provisions of Section 124 of the Act, Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 read with the relevant circulars and amendments thereto ('IEPF Rules'), the amount of dividend remaining unpaid or unclaimed for a period of seven years from the due date is required to be transferred to the Investor Education and Protection Fund (IEPF), constituted by the Central Government. The Company had, accordingly, transferred ₹ 9,85,302/- being the unpaid and unclaimed dividend amount pertaining to Financial Year 2010-11 to the IEPF. Details of the unpaid / unclaimed dividend are also uploaded as per the requirements on the Company's website [www.essar.com](http://www.essar.com).
13. Pursuant to the provisions of IEPF Rules, all shares in respect of which dividend has not been paid or claimed for seven consecutive years shall be transferred by the Company to the designated Demat Account of the IEPF Authority within a period of thirty days of such shares becoming due to be transferred to the IEPF Authority. The Company had transferred 5,25,016 equity shares of ₹10/- each to the IEPF Authority on which the dividends remained unpaid or unclaimed for seven consecutive years after following the prescribed procedure.
- The Members whose dividend / shares has been transferred to the IEPF Authority can claim their dividend / shares from the Authority by following the Refund Procedure as detailed on the website of IEPF Authority.
14. SEBI has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. 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. Members holding shares in physical form can submit their PAN details to the Company or DSRC.
15. In terms of Listing Regulations, the securities of the listed companies can only be transferred in dematerialized form with effect from April 01, 2019. In view of the same, Members are advised to dematerialize shares held by them in physical form.
16. Notice of the AGM along with the Annual Report 2019-20 is being sent by electronic mode to those Members whose email addresses are registered with the Company/Depositories, unless any Member has requested for a physical copy of the same. For Members who have not registered their email addresses, physical copies are being sent by the permitted mode. Members may note that the Notice and Annual Report 2019-20 will also be available on the Company's website of the Company [www.essar.com](http://www.essar.com) for their download.
17. Members seeking clarifications on the Annual Report are requested to send in written queries to the Company at least one week before the date of the AGM. This would enable the Company to compile the information and provide replies in the AGM.
18. All documents referred to in the accompanying Notice shall be open for inspection at the Registered Office of the Company during business hours (9.00 a.m. to 5.00 p.m.) on all working days except Saturdays, up to and including the date of the AGM.
19. During the period beginning 24 hours before the time fixed for the commencement of the AGM and ending with the conclusion of the AGM, a Member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, provided that not less than three days of notice in writing is given to the Company.
20. Members holding shares in single name and physical form are advised to make nomination in respect of shareholding in the Company. Members can avail of the Nomination facility by filing Form SH-13 with the Company or its Registrar. Blank forms will be supplied on request. In case of shares held in Demat form, the nomination has to be lodged with their Depository Participants.
21. Members are requested to intimate changes, if any, pertaining to their name, postal address, email address, telephone/mobile numbers, Permanent Account Number (PAN), mandates, nominations, power of attorney, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, etc., to their DPs in case the shares are held in electronic form and to DSRC in case the shares are held in physical form.
22. At the 12<sup>th</sup> AGM held on September 29, 2017 the Members approved appointment of M/s. D K S K & Company, Chartered Accountants (Firm Registration No. 017224S) as Statutory Auditors of the Company to hold office for a period of five years from the conclusion of that AGM till the conclusion of the 17<sup>th</sup> AGM, subject to ratification of their appointment by Members at every AGM. The requirement to place the matter relating to appointment of auditors for ratification by Members at every AGM has been done away by the Companies (Amendment) Act, 2017 with effect from May 7, 2018. Accordingly, no resolution is being proposed for ratification of appointment of Statutory Auditors at the 15<sup>th</sup> AGM.

23. Members are hereby advised to contact Data Software Research Company Private Limited, Registrar and Share Transfer Agent of the Company, at the following address for any assistance, request or instruction regarding transfer or transmission of shares, dematerialization of shares, change of address, non-receipt of annual report, dividend payments and other query / grievance relating to the shares of the Company:
- Add:** No.19, Pycrofts Garden Road, Off. Haddows Road, Nungambakkam, Chennai - 600 006, Tamil Nadu  
**Tel.:** +91-44-2821 3738 and +91-44-2821 4487  
**Fax:** +91-44-2821 4636  
**Email ID:** [essar.securities@dsrc-cid.in](mailto:essar.securities@dsrc-cid.in)
24. Route Map showing directions to reach to the venue is attached to this report.
25. **General instructions for voting**
- (a) In compliance with the provisions of Section 108 of the Companies Act, 2013, read with the Companies (Management and Administration) Rules, 2014 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide Members facility to exercise their right to vote on resolutions at the AGM by electronic means. The Members may cast their votes using an electronic voting system from a place other than the venue of the AGM ('remote e-voting').
- (b) The Company has engaged the services of Central Depository Services (India) Limited (CDSL) as agency to provide e-voting facility.
- (c) The facility for voting through ballot paper shall be made available at the AGM and the Members attending the AGM who have not cast their vote by remote e-voting shall be able to vote at the AGM through ballot papers.
- (d) The Members who have cast their vote by remote e-voting may also attend the AGM but shall not be entitled to cast their vote again.
- (e) The remote e-voting shall commence on December 15, 2020 (9.00 a.m.) and ends on December 17, 2020 (5.00 p.m.). During this period, shareholders' of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. December 11, 2020, may cast their vote electronically. The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
- (f) A person who is not a Member as on the cut-off date should treat this Notice for information purpose only.
- (g) The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date i.e. December 11, 2020.
- (h) A person, whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the depositories as on the cut-off date, only shall be entitled to avail the facility of remote e-voting and voting at AGM through ballot paper.
- (i) The Chairman shall, at the 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 ballot paper for all those Members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
- (j) Mr. K. Sridhar (Membership No. FCS 9939) of M/s. IBH & Co., Practicing Company Secretaries, has been appointed as Scrutinizer to scrutinize the voting through ballot paper and remote e-voting process in a fair and transparent manner.
- (k) The Scrutinizer, after scrutinizing the votes cast at the AGM through ballot paper and through remote e-voting, will, not later than 48 hours of conclusion of the AGM, make a consolidated scrutinizer's report and submit the same to the Chairman. The results declared along with the consolidated scrutinizer's report shall be placed on the website of the Company viz. [www.essar.com](http://www.essar.com) and on the website of the CDSL viz. [www.evotingindia.com](http://www.evotingindia.com). The results shall simultaneously be communicated to the stock exchange.
- (l) Subject to receipt of requisite number of votes, the resolutions shall be deemed to be passed on the date of the AGM i.e. December 18, 2020.
- The process and manner for remote e-voting are as under**
- (i) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- (ii) Click on Shareholders/Members.
- (iii) 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. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (iv) Next enter the Image Verification as displayed and Click on Login.
- (v) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.
- (vi) If you are a first time user follow the steps given below:

	<b>For Members holding shares in Demat Form and Physical Form</b>
PAN	<p>Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none"> <li>Members who have not updated their PAN with the Company/ Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.</li> <li>In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</li> </ul>
Dividend Bank Details <b>OR</b> Date of Birth (DOB)	<p>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.</p> <ul style="list-style-type: none"> <li>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 as mentioned in instruction (iii).</li> </ul>

- (vii) After entering these details appropriately, click on "SUBMIT" tab.
- (viii) Members holding shares in physical form will

then directly reach the Company selection screen. However, Members 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.

- (ix) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (x) Click on the EVSN for the Essar Securities Limited on which you choose to vote.
- (xi) 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.
- (xii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xiii) 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.
- (xiv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xv) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xvi) 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.
- (xvii) Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow



the instructions as prompted by the mobile app while voting on your mobile.

(xviii) **Note for Non – Individual Shareholders and Custodians**

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves as Corporates.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto: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 should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - 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.
- (xix) 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).