



29th May, 2020

Stock Code: BSE: 500696;  
NSE: HINDUNILVR  
ISIN: INE030A01027

BSE Limited  
Corporate Relationship Department,  
2nd Floor, New Trading Wing,  
Rotunda Building, P.J. Towers,  
Dalal Street,  
Mumbai – 400 001

National Stock Exchange of India Ltd  
Exchange Plaza, 5th Floor,  
Plot No. C/1, G Block,  
Bandra – Kurla Complex,  
Bandra (E),  
Mumbai – 400 051

Dear Sirs,

**Sub: Submission of Notice for attention of Equity Shareholders of the Company in respect of information regarding 87th Annual General Meeting to be held on 30th June, 2020 through Video Conference (VC) / Other Audio-Visual Means (OAVM).**

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and in compliance with Ministry of Corporate Affairs Circular No. 20/2020 dated 5th May, 2020, we hereby enclose copies of the Notice for the attention of the Equity Shareholders of the Company in respect of information regarding 87th Annual General Meeting scheduled to be held on Tuesday, 30th June, 2020 through VC / OAVM in the following newspapers :

1. Business Standard, All India Edition in English;
2. The Free Press Journal, Mumbai Edition in English;
3. Navshakti, Mumbai Edition in Marathi

You are requested to kindly take above information on your records.

Thanking You.

Yours faithfully,  
**For Hindustan Unilever Limited**

**Dev Bajpai**  
**Executive Director, Legal & Corporate Affairs**  
**and Company Secretary**  
**DIN : 00050516 / FCS No: 3354**

Encl: As above



### Hindustan Unilever Limited

Registered Office: Unilever House, B. D. Sawant Marg, Chakala, Andheri (East), Mumbai - 400 099.

CIN: L15140MH1933PLC002030, Web: [www.hul.co.in](http://www.hul.co.in),

Email: [levercare.shareholder@unilever.com](mailto:levercare.shareholder@unilever.com), Tel: +91 22 50432791 / 50432792

#### INFORMATION REGARDING 87TH ANNUAL GENERAL MEETING TO BE HELD THROUGH VIDEO CONFERENCE (VC) / OTHER AUDIO VISUAL MEANS (OAVM), RECORD DATE AND FINAL DIVIDEND.

- Shareholders may please note that the 87th Annual General Meeting (AGM) of the Company will be held through VC / OAVM on Tuesday, 30th June, 2020 at 3.00 PM IST, in compliance with all the applicable provisions of the Companies Act, 2013 and the Rules made thereunder and the Securities and Exchange Board of India (SEBI) (Listing Obligations and Disclosure Requirements) Regulations, 2015, read with General Circular No. 14/2020 dated 8th April, 2020, General Circular No. 17/2020 dated 13th April, 2020 and General Circular No. 20/2020 dated 5th May, 2020, and other applicable circulars issued by the Ministry of Corporate Affairs (MCA), Government of India and SEBI, to transact the businesses that will be set forth in the Notice of the meeting.
- In compliance with the above Circulars, electronic copies of the Notice of the AGM and Annual Report for the Financial Year 2019-20 will be sent to all the Shareholders whose email addresses are registered with the Company / Depository Participant(s). The Notice of the 87th AGM and Annual Report for the Financial Year 2019-20 will also be available on the Company's website at [www.hul.co.in](http://www.hul.co.in) and on the website of the Stock Exchanges.
- Manner of registering / updating email addresses:**
  - Shareholders holding shares in physical mode and who have not updated their email addresses with the Company are requested to update their email addresses by writing to the Company at [levercare.shareholder@unilever.com](mailto:levercare.shareholder@unilever.com) along with the copy of the signed request letter mentioning the name and address of the Shareholder, self-attested copy of the PAN card, and self-attested copy of any document (eg: Driving License, Election Identity Card, Passport) in support of the address of the Shareholder.
  - Shareholders holding shares in dematerialised mode are requested to register / update their email addresses with the relevant Depository Participants.
- Manner of casting vote through e-voting:**
  - Shareholders will have an opportunity to cast their votes remotely on the businesses as set forth in the Notice of the AGM through remote e-voting system.
  - The login credentials for casting the votes through e-voting shall be made available to the Shareholders through email after successfully registering their email addresses in the manner provided above.
  - The detailed procedure for casting the votes through e-voting shall be provided in the Notice of the AGM. The details will also be made available on the website of the Company.
- Shareholders may note that the Board of Directors at their meeting held on 30th April, 2020 has recommended a final dividend of ₹ 14.00 per share. The final dividend, subject to the approval of Members, will be paid on or after Friday, 3rd July, 2020, to the Members whose names appear in the Register of Members, as on the Book Closure dates, i.e. from Tuesday, 23rd June, 2020 to Tuesday, 30th June, 2020 (both days inclusive) through various online transfer modes to the Shareholders who have updated their bank account details. For Shareholders who have not updated their bank account details, dividend warrants / demand drafts / cheques will be sent to the registered addresses once the postal facility is available.
- Manner of registering mandate of receiving Dividend electronically:** To avoid delay in receiving the dividend, Shareholders are requested to update their complete bank details with their Depositories (where shares are held in dematerialised mode) and with the Company (where shares are held in physical mode) at [levercare.shareholder@unilever.com](mailto:levercare.shareholder@unilever.com) along with the copy of the signed request letter mentioning the name, folio number, bank details, self-attested copy of the PAN card and cancelled cheque leaf.
- Shareholders may note that the Income Tax Act, 1961 (Act), as amended by the Finance Act, 2020, mandates that dividends paid or distributed by a Company after 1st April, 2020 shall be taxable in the hands of the Shareholders. The Company shall therefore be required to deduct Tax at Source (TDS) at the time of making payment of the final dividend. In order to enable us to determine the appropriate TDS rate, as applicable. Shareholders are requested to submit the documents in accordance with the provisions of the Act. The detailed tax rates, documents required for availing the applicable tax rates are provided in the Notice of the AGM.
- This notice is being issued for the information and benefit of all the Shareholders of the Company in compliance with the applicable circulars of the MCA and SEBI.

For Hindustan Unilever Limited

Dev Bajpai  
Executive Director, Legal & Corporate Affairs  
and Company Secretary  
DIN : 00050516 / FCS No: 3354

Date: 27th May, 2020  
Place: Mumbai



## Hindustan Unilever Limited

Registered Office: Unilever House, B. D. Sawant Marg, Chakala, Andheri (East), Mumbai - 400 099.

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For Hindustan Unilever Limited

Dev Bajpai

Executive Director, Legal & Corporate Affairs  
and Company Secretary

DIN : 00050516 / FCS No: 3354

Date: 27th May, 2020

Place: Mumbai



**Hindustan Unilever Limited**

नोंदणीकृत कार्यालय : युनिलिव्हर हाऊस, बी. डी. सावंत मार्ग, चकाला, अंधेरी (पूर्व), मुंबई-४०० ०९९.

सीआयएन:एल१५१४०एमएच१९३३पीएलसी००२०३०, वेबसाईट : www.hul.co.in

ई-मेल : levercare.shareholder@unilever.com दूर.:+९१ २२ ५०४३२७९१/५०४३२७९२

**व्हिडीओ कॉन्फरन्स (व्हीसी/अदर ऑडिओ व्हिड्युअल मिन्स (ओएव्हीएम) मार्फत घेण्यात येणारी  
८७वी वार्षिक सर्वसाधारण सभा, रेकॉर्ड डेट आणि अंतिम लाभांशाबाबत माहिती**

- भागधारकांनी कृपया घ्यानांत ठेवावे की, सभेच्या सूचनेत जे मांडले जाईल ते कामकाज करण्याकरिता कंपनी अधिनियम, २०१३ च्या सर्व प्रयोज्य तरतुदी व त्या अंतर्गत बनवलेले नियम आणि सिब्युरिटीज अँड एक्सचेंज बोर्ड ऑफ इंडिया (सेबी) (लिस्टिंग ऑब्लिगेशन्स अँड डिस्कलोजर रिक्वायरमेंट्स) रेग्युलेशन्स, २०१५ च्या अनुपालनात सहवाचता निगम व्यवहार मंत्रालय (एमसीए) भारत सरकार व सेबी यांनी जारी केलेली दिनांक ८ एप्रिल, २०२० चे जनरल सर्क्युलर क्र. १४/२०२०, दिनांक १३ एप्रिल, २०२० चे जनरल सर्क्युलर क्र. १७/२०२० आणि दिनांक ५ मे, २०२० चे जनरल सर्क्युलर क्र. २०/२०२० व अन्य प्रयोज्य सर्क्युलर्स यांच्या अनुषंगाने कंपनीची ८७ वी वार्षिक सर्वसाधारण सभा (एजीएम) व्हीसी/ओएव्हीएम मार्फत मंगळवार, ३० जून, २०२० रोजी दु. ३.०० वा. भा.प्र.वे. होईल.
- व्हीसी सर्क्युलर्सच्या अनुपालनात, एजीएमची सूचना आणि आर्थिक वर्ष २०१९-२० साठी वार्षिक अहवालाच्या इलेक्ट्रॉनिक प्रती, ज्यांनी कंपनी/डिपॉझिटरी पार्टिसिपंट्सकडे ई-मेल अँड्रेसस नोंदवले असतील त्या सर्व भागधारकांना पाठवल्या आहेत. ८७ व्या एजीएमची सूचना आणि आर्थिक वर्ष २०१९-२० साठीचा वार्षिक अहवाल कंपनीची वेबसाईट www.hul.co.in वर आणि स्टॉक एक्सचेंजेसच्या वेबसाईटवर सुद्धा उपलब्ध असेल.
- ई-मेल अँड्रेसस नोंदवण्याची/आद्यतन करण्याची पद्धत:**
  - प्रत्यक्ष पद्धतीने शेअर्स धारण करणारे व ज्यांनी त्यांचे ई-मेल अँड्रेसस कंपनीकडे आद्यतन केलेले नाहीत त्या भागधारकांनी कृपया भागधारकांचे नाव आणि पत्ता नमूद केलेल्या साक्षात्कृत विनंती पत्राची प्रत, पॅन कार्डची स्व-साक्षात्कीत प्रत आणि भागधारकांच्या पत्त्याच्या पुष्ट्यर्थ कोणत्याही दस्तावेजाची (उदा. ड्रायव्हिंग लायसन्स, इलेक्शन आयडेंटिटी कार्ड, पासपोर्ट) स्व-साक्षात्कीत प्रत यासह levercare.shareholder@unilever.com येथे कंपनीला लेखी कळवून त्यांचे ई-मेल अँड्रेसस आद्यतन करावेत.
  - डिमटेरिअलाईज्ड पद्धतीने शेअर्स धारण करणाऱ्या भागधारकांनी कृपया संबंधित डिपॉझिटरी पार्टिसिपंट्सकडे त्यांचे ई-मेल अँड्रेसस नोंदवावेत/आद्यतन करावेत.
- ई-व्होटिंग मार्फत मत देण्याची पद्धत:**
  - एजीएमच्या सूचनेत मांडलेल्या कामकाजावर रिमोट ई-व्होटिंग मार्फत दूरस्थ पद्धतीने त्यांची मते देण्याची एक संधी भागधारकांना आहे.
  - ई-व्होटिंग मार्फत मते देण्यासाठीची लॉगिंग क्रेडेन्शियल्स वर दिलेल्या पद्धतीने त्यांचे ई-मेल अँड्रेसस यशस्वीपणे नोंदवल्यानंतर ई-मेलद्वारे भागधारकांना उपलब्ध करून दिले जातील.
  - ई-व्होटिंग मार्फत मते देण्यासाठीची तपशिलवार प्रक्रिया एजीएमच्या सूचनेत दिलेली आहे. हे तपशील कंपनीच्या वेबसाईटवर देखील उपलब्ध करून दिले जातील.
- भागधारकांनी घ्यानांत ठेवावे की, संचालक मंडळाने त्यांच्या ३० एप्रिल, २०२० रोजी झालेल्या बैठकीत प्रति शेअर रु. १४.०० च्या अंतिम लाभांशाची शिफारस केली आहे. सभासदांच्या मंजुरी अर्धीन अंतिम लाभांश शुक्रवार, ३ जुलै, २०२० रोजी किंवा त्यानंतर ज्यांनी त्यांचे बँक खाते तपशील आद्यतन केले त्या भागधारकांना विविध ऑनलाईन ट्रान्स्फर पद्धतीने मंगळवार, २३ जून, २०२० पासून मंगळवार, ३० जून, २०२० पर्यंत (दोन्ही दिवस धरून) ह्या बुक क्लोजर तारखांना सभासदांच्या नोंदवहीत नावे असलेल्या सभासदांना प्रदान करण्यात येईल. ज्या भागधारकांनी त्यांचे बँक खाते तपशील आद्यतन केले नसतील त्यांना एकदा का टपाल सुविधा उपलब्ध झाली की, नोंदणीकृत पत्त्यांवर डिव्हिडंड वॉरंट्स/डिमांड ड्राफ्ट्स/चेक्स पाठवले जातील.
- इलेक्ट्रॉनिक पद्धतीने लाभांश प्राप्त करण्याचे मॅंडेट नोंदवण्याची पद्धत :**

लाभांश प्राप्त करण्यातील विलंब टाळण्याकरिता, भागधारकांनी कृपया नाव, फोलिओ क्रमांक, बँक तपशील नमूद करणाऱ्या स्वाक्षरी केलेल्या विनंती पत्राची प्रत, पॅन कार्डची स्व-साक्षात्कीत प्रत आणि रद्द केलेले धनादेशाचे पान यासह त्यांच्या डिपॉझिटरीज (जेथे डिमटेरिअलाईज्ड पद्धतीने शेअर्स धारण केले असतील.) कडे आणि levercare.shareholder@unilever.com येथे कंपनीकडे (जेथे प्रत्यक्ष पद्धतीने शेअर्स धारण केले असतील.) त्यांचे संपूर्ण बँक तपशील आद्यतन करावेत.
- भागधारकांनी घ्यानांत ठेवावे की, फायनान्स अँक्ट, २०२० ते दुरुस्त केलेल्या आयकर अधिनियम, १९६१ (अधिनियम) प्रमाणे, १ एप्रिल, २०२० नंतर कंपनीने प्रदान केलेले किंवा वितरित केलेले लाभांश भागधारकांच्या हाती पडतांना करपात्र असतील. म्हणून कंपनीला, अंतिम लाभांश प्रदान करताना उद्गम कर कापणे (टीडीएम) गरजेचे आहे. प्रयोज्य असेल असा सुयोग्य टीडीएम दर ठरवणे आम्हाला शक्य व्हावे म्हणून, भागधारकांनी कृपया अधिनियमाच्या तरतुदीनुसार दस्तावेज सदर करावेत. तपशिलवार कर दर, प्रयोज्य कर दर मिळण्याकरिता आवश्यक दस्तावेज एजीएमच्या सूचनेत दिले आहेत.
- एमसीए आणि सेबीच्या प्रयोज्य सर्क्युलर्सच्या अनुपालनात कंपनीच्या सर्व भागधारकांच्या माहिती आणि फायद्यासाठी ही सूचना जारी करण्यात येत आहे.

हिंदुस्तान युनिलिव्हर लिमिटेड साठी

देव बाजपई

एक्झिक्युटिव्ह डायरेक्टर, लिगल अँड कॉर्पोरेट अफेअर्स

अँड कंपनी सेक्रेटरी

सीआयएन:०००५०५११६/एफसीएस क्र. ३३५४

दिनांक : २७ मे, २०२०

ठिकाण : मुंबई