Sub: Newspaper Advertisement – Disclosure under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”)

Dear Sir(s),

Pursuant to Regulation 30 read with Schedule III Part A Para A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing herewith the copies of the newspaper advertisements published in English and Hindi newspapers, namely Financial Express (All editions) and Jansatta (Delhi Edition), respectively on September 6, 2020, in compliance with section 108 of the Companies Act, 2013 read with Rule 20 of Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of SEBI Listing Regulations.

The above information is also available on the website of the Company www.hcltech.com.

This is for your information and records.

Thanking You,

For HCL Technologies Limited

Manish Anand
Company Secretary
HCL TECHNOLOGIES LIMITED

Corporate Identity Number: L74140DL1991PLC048369
Registered Office: 808, Siddharth, 98, Nehru Place, New Delhi – 110019
Website: www.hcltech.com  E-mail: ID-investors@hcl.com
Telephone: + 91 1 26436336

28th ANNUAL GENERAL MEETING TO BE HELD THROUGH VIDEO CONFERENCING / OTHER AUDIO VISUAL MEANS

Notice is hereby given that the 28th Annual General Meeting ("AGM") of the members of HCL Technologies Limited (the "Company") will be held on Tuesday, September 29, 2020 at 11:00 a.m. (IST) through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") to transact the businesses, as set out in the Notice of the AGM.

In view of the COVID-19 pandemic, the Ministry of Corporate Affairs vide its circular dated May 5, 2020 read with circulars dated April 8, 2020 and April 13, 2020 and the Securities and Exchange Board of India ("SEBI") vide its circular dated May 12, 2020 have permitted the holding of the AGM through VC/OAVM, without physical presence of the members at a common venue. In compliance with these circulars and the relevant provisions of the Companies Act, 2013, ("Act") and the Rules made thereunder, and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the AGM of the members of the Company will be held through VC/OAVM.

In accordance with the above circulars, the copies of the AGM Notice setting out the businesses to be transacted at the meeting together with the Annual Report of the Company for the financial year ended March 31, 2020 have been sent electronically on September 3, 2020 to all the members whose e-mail addresses are registered with the Company / Depository Participant(s). Members may note that the Notice of the AGM and the Annual Report(2019-20) are available on the website of the Company at https://hcltech.com, websites of the Stock Exchanges, namely, National Stock Exchange of India Limited at www.nseindia.com and BSE Limited at www.bseindia.com as well as on the website of National Securities Depository Limited, the Agency engaged for providing remote e-voting facility, at www.evoting.nsdl.com.

Book Closure
Notice is hereby given that pursuant to Section 91 of the Act read with Rule 10 of the Companies (Management and Administration) Rules, 2014 and the SEBI LODR Regulations, the Register of Members and the Share Transfer Register of the Company will remain closed from Wednesday, September 16, 2020 to Thursday, September 17, 2020 (both days inclusive) for the purpose of payment of Final Dividend for the financial year ended March 31, 2020, if approved by the members in the AGM.

Remote e-voting
In compliance with the provisions of Section 108 of the Act and Rule 20 of the Companies (Management and Administration) Rules, 2014, and Regulation 44 of the SEBI LODR Regulations, the Company is pleased to offer the e-voting facility to its members to enable them to cast their votes electronically on the resolutions set forth in the Notice of the AGM. The members holding shares either in physical form or in electronic mode as on the cut-off date i.e. Tuesday, September 22, 2020, may cast their vote electronically.

Any person, who acquires shares of the Company and becomes a member of the Company after the completion of dispatch of the Notice of the AGM and holds shares on the cut-off date i.e. Tuesday, September 22, 2020 may obtain a login ID and password by sending a request at evoting@nsdl.co.in. The detailed procedure for remote e-voting is given in the Notice of the AGM.

The Company has appointed M/s. Nityaawad Singh & Co., Company Secretaries as the Scrutinizer to scrutinize the remote e-voting process in a fair and transparent manner.

The remote e-voting facility will be available during the following voting period:

Date and time of commencement of remote e-voting: Friday, September 25, 2020 at 9:00 A.M. (IST)
Date and time of end of remote e-voting: Monday, September 28, 2020 at 5:00 P.M. (IST)

The remote e-voting module will be disabled and no remote e-voting will be allowed thereafter. However, the members, who will be present in the AGM through VC/OAVM and who have not cast their votes during the remote e-voting period, shall be eligible to vote through the e-voting system during the AGM.

In case of any queries, you may refer the Frequently Asked Questions ("FAQs") for members and e-voting user manual for members available at the downloaded section of www.evoting.nsdl.com or call on toll free no.: 1800-222-990 or send a request at evoting@nsdl.co.in or contact Ms. Pallavi Mhatre, Manager or Ms. Soni Singh, Asst. Manager, National Securities Depository Limited, Trade World, ‘A’ Wing, 6th Floor, Kamata Milk Compound, Senapati Bapat Marg, Lower Parel, Mumbai – 400013, at the designated e-mail id – evoting@nsdl.co.in or pallavi@nsdl.co.in or soni@nsdl.co.in or at Telephone nos.: +91 22 24945454, +91 22 24945556, who will also address the grievances connected with voting by electronic means.

For HCL Technologies Limited

Manish Anand
Company Secretary

Place: New Delhi
Date: September 5, 2020