



GREENPANEL INDUSTRIES LIMITED

Registered Office: Makum Road, Tinsukia, Assam-786125, India

Corporate Office: Thapar House, 2nd Floor,
163, S.P. Mukherjee Road, Kolkata-700026, India
Phone No. (033)-4084-0600, Fax No.: (033) 2464-5525,
CIN: U20100AS2017PLC018272

Email: investor.relations@greenpanel.com; Website: www.greenpanel.com

NOTICE OF 2ND ANNUAL GENERAL MEETING AND E-VOTING INFORMATION

Notice is hereby given that the 2nd Annual General Meeting ("the AGM") of the Members of Greenpanel Industries Limited ("the Company") will be held at the Registered Office of the Company at Makum Road, Tinsukia, Assam-786125 on Saturday, September 28, 2019 at 10.00 a.m. to transact the business(es) set out in the Notice of the AGM. The Notice along with Attendance Slip, Proxy Form and Annual Report for the financial year ended March 31, 2019 have been sent electronically on September 04, 2019 to those Members who have registered their e-mail addresses with the Company/Company's R & T Agent/ Depository Participant and whose name appears in the register of members as on the close of the business hours of August 30, 2019. Physical copy of the aforesaid documents have been sent on September 04, 2019 through post/registered post/courier service to those Members who have not registered their email IDs with the Company/ Company's RTA/ Depository Participant and whose name appears in the register of members as on the close of the business hours of August 30, 2019.

In compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015, the Company is pleased to provide to its Members facility to exercise their right to vote by electronic means in respect of the businesses to be transacted at the AGM through remote e-voting facility (i.e. voting electronically from a place other than the venue of the AGM) and the same will be provided by Central Depository Services (India) Limited (CDSL). All the Members are hereby informed that:

- a) The remote e-voting period shall commence at 10:00 a.m. IST on September 24, 2019 and ends at 5:00 p.m. IST on September 27, 2019. The facility for remote e-voting shall be discontinued thereafter.
- b) Members of the Company holding shares either in physical form or dematerialized form as on the cut-off date i.e. September 21, 2019 only shall be entitled to avail the facility of remote e-voting as well as voting in the AGM.
- c) Any person, who acquires shares of the Company and becomes Member of the Company after dispatch of the Notice of the Meeting and holding shares as on the cut-off date i.e. September 21, 2019, needs to refer the instruction given in the Notice which is available on the website of the Company i.e. www.greenpanel.com regarding login ID and password and may also contact the Company's RTA for any query or assistance in this regard.
- d) Members of the Company, holding shares either in physical form or in dematerialized form, as on the close of the working hours of the aforesaid cut-off date and not casting their vote by way of remote e-voting, may cast their vote at the AGM through ballot.
- e) A Member may participate in the Meeting even after exercising his right to vote through remote e-voting, but shall not be allowed to vote again in the Meeting.
- f) Once the vote is cast by the Member, the same shall not be allowed to be changed subsequently or cast again.
- g) The notice of AGM is available on the Company's website www.greenpanel.com and also on the CDSL's website www.cdslindia.com.
- h) For any queries, the Members may refer to the Frequently Asked Questions and e-voting user manual as made available at www.evotingindia.com under help section or write an email to helpdesk.evoting@cdslindia.com or to Mr. Banibrata Desarkar, Company Secretary & Vice President-Legal at investor.relations@greenpanel.com or contact at (033)-4084-0600.

For Greenpanel Industries Limited

Sd/-

Banibrata Desarkar

Company Secretary &
Vice President-Legal

Date: September 04, 2019
Place: Kolkata