


<p>कोल इण्डिया लिमिटेड महारात्न कंपनी 3 तल्ला, कोर-2, प्रेमिसेस-04-एमआर, प्लॉट-ए एफ-III, एक्शन एरिया-1A, न्यूटाउन, रजरहट, कोलकाता-700156 फोन 033-23246526, फैक्स-033-23246510 ईमेल: <a href="mailto:mviswanathan2.cil@coalindia.in">mviswanathan2.cil@coalindia.in</a> वेबसाइट: <a href="http://www.coalindia.in">www.coalindia.in</a></p>		<p><b>Coal India Limited</b> <b>A Maharatna Company</b> <b>(A Govt. of India Enterprise)</b> 3rd floor, Core-2 Premises no-04-MAR, Plot no-AF-III, Action Area-1A, Newtown, Rajarhat, Kolkata-700156 PHONE; 033-2324-6526, FAX; 033-23246510 E-MAIL: <a href="mailto:mviswanathan2.cil@coalindia.in">mviswanathan2.cil@coalindia.in</a> WEBSITE: <a href="http://www.coalindia.in">www.coalindia.in</a> CIN- L23109WB1973GOI028844</p>
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Ref.No.CIL:XI(D):04036(z-2):2020: 25576.

Dt. 01.09.2020

To,  
HoD (CC& PR)  
1<sup>st</sup> floor, Core-2  
Premises no-04-MAR, Plot no-AF-III,  
Action Area-1A, Newtown, Rajarhat, Kolkata-700156

Dear Sir,

**SUB: - Publication of Notice of 46<sup>th</sup> AGM of CIL**

We are enclosing notice of press release regarding Notice of 46<sup>th</sup> AGM of CIL.

It is to be published in the same newspaper in which Pre-AGM notice of CIL was published on 8<sup>th</sup> August' 2020 i.e The Telegraph, Bartaman and Sanmarg.

As such you are requested to arrange to publish the notice in the above newspaper. The Notice is to appear in the press preferably on or before **2<sup>nd</sup> September' 2020.**

You are also requested to arrange to send a copy of the press release for our records.

Yours Faithfully,

*M. Viswanathan*  
11/9/20

(M. Viswanathan)  
Company Secretary

Encl: As above

CC: - GM (System), CIL-with a request to upload the Notice on the Company's Website under "Investor Center,-Events and Announcements" on **2<sup>nd</sup> September' 2020**



**COAL INDIA LIMITED**

**A MAHARATNA COMPANY**

Registered Office-Coal Bhawan, Premises No-04 MAR,  
Plot No-AF-III,

Action Area-IA, New town, Rajarhat, Kolkata-700156

Phone:033-23245555; Fax: 033-23246510

Email -- [complianceofficer.cil@coalindia.in](mailto:complianceofficer.cil@coalindia.in)

Website: [www.coalindia.in](http://www.coalindia.in)

CIN- L23109WB1973GOI028844

**NOTICE**

Notice is hereby given that the Forty-Sixth Annual General Meeting (AGM) of the Company will be held through Video Conferencing (“VC”) on **Wednesday, the 23<sup>rd</sup> September’ 2020 at 10.30 A.M, 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 8<sup>th</sup> April’ 2020, General circular No. 17/2020 dated 13<sup>th</sup> April, 2020 and General circular No. 20/2020 dated 5<sup>th</sup> May’ 2020 and other applicable Circulars issued by the Ministry of Corporate Affairs(“MCA”) and SEBI( collectively referred to as “relevant circulars”) to transact the businesses as set out in the notice calling AGM.

The notice dated 25<sup>th</sup> August’ 2020 setting out Ordinary & Special Businesses to be transacted at the Meeting together with Financial Statements for the year 19-20 including schedules thereto, Reports of Statutory Auditors and Comptroller & Auditor General of India and Directors’ Report has been sent to the members at their registered email on 29<sup>th</sup> August’ 2020. The aforesaid documents have been sent electronically to those members who have registered their e-mail id with Depositories/RTA.

In compliance with the provisions of Section 108 and other applicable provisions, if any, of the Companies Act’ 2013 read with Rule 20 of The Companies (Management and Administration) Rules, 2014 as substituted by the Companies (Management and Administration) Amendment Rules, 2015(Amended Rules 2015) as amended and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 2015, the company is pleased to provide its shareholders the facility to cast their vote by electronic means through NSDL on all resolutions set forth in the notice, as on cut-off date. The AGM notice, Annual Report & Accounts 2019-20 have been sent in electronic mode on 29<sup>th</sup> August’ 2020 to all members whose e-mail addresses are registered with the Depository Participant (DP)/RTA. For members who have not registered their e-mail addresses are requested to update their email id to enable company to send Annual Report at their email address. A person who is not a member as on cut-off date should treat this notice for information purpose only.

All the members are hereby informed that:

- 1) The ordinary and special businesses as set out in the notice of AGM may be transacted through voting by electronic means;
- 2) Commencement of remote e-voting -18<sup>th</sup> September’ 2020 at 09.00 AM, (IST);
- 3) Ending of remote-e-voting -22<sup>nd</sup> September’ 2020 at 05.00 PM, (IST);
- 4) The remote-e-voting shall not be allowed beyond 22<sup>nd</sup> September’ 2020 05.00 PM (IST)
- 5) The cut-off date for determining the eligibility to vote through electronic means or through e-voting on AGM date will be **16<sup>th</sup> September’ 2020**.

6. Any Person who has acquired shares and became Member of the Company after the dispatch of the Notice of the AGM but before the cut-off date of **16<sup>th</sup> September’ 2020** , may obtain his/her user ID and password for remote e-voting from Company’s Registrar & Transfer Agents, M/s Alankit Assignments Limited, Ltd, 205-208, Anarkali Complex Jhandewalan Extension, New Delhi – 110 055, [Email-id-rta@alankit.com](mailto:email-id-rta@alankit.com), [Ph.no-011-4254-](tel:011-4254-)

1234/2354-1234, Fax-011-4154-3474, Toll-free-1860-121-2155 may obtain the login ID and sequence number by sending a request at [rta@alankit.com](mailto:rta@alankit.com) also.

7) Members who have casted their vote through remote e-voting facility prior to the meeting may also attend the meeting through VC but shall not be entitled to cast their vote again. On the AGM date members who have not cast their vote through remote voting may cast their vote.

8) The Board of Directors has appointed Shri CS Mohan Ram Goenka, Practicing Company Secretary, 46 B. B Ganguly Street, 406, Kolkata-700012, [email-id-goenkamohan@gmail.com](mailto:email-id-goenkamohan@gmail.com) has been appointed as Scrutinizer to scrutinize the remote e-voting process and e-voting at the AGM in a fair and transparent manner.

9) In case of any queries, the members may contact Company's RTA as mentioned in the instructions forming part of the notice. The results of voting shall be announced within 48 hours from the conclusion of the AGM. The results declared along with Scrutinizers Report shall be placed on the company website [www.coalindia.in](http://www.coalindia.in) and the website of M/s NSDL ([www.evotingindia.com](http://www.evotingindia.com)) for the information of the members besides being communicated to stock exchanges.

10) Members are hereby informed that the notice of Annual General Meeting and the Annual Report 19-20 are available on the Company's website at [www.coalindia.in](http://www.coalindia.in) and NSDL website at [www.evotingindia.com](http://www.evotingindia.com) and copies of the said documents are also available for inspection electronically

11) Notice is also hereby given pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of The Companies (Management and Administration) Rules 2014 and Regulation 42 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 2015, that Register of Members and Share Transfer Books of the Company will remain closed from 16<sup>th</sup> September' 2020 to 23<sup>rd</sup> September' 2020(both days inclusive) for the purpose of AGM.

12) In case of any queries / grievances relating to E-voting, Members may contact Ms. Pallavi Mhatre, Manager-NSDL, E-mail id :-[evoting@nsdl.co.in](mailto:evoting@nsdl.co.in), Address: Trade World, "A" Wing, 4<sup>th</sup> Floor, Kamala Mills Compound, Lower Parel, Mumbai-400 013, Contact details: 022 - 24994545 or toll free no. 1800222990 and you may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of [www.evotingindia.com](http://www.evotingindia.com) or call on toll free no.18002005533.

13) For the convenience of shareholders who are unable to attend the AGM through VC company has made special arrangement for live webcast of AGM proceedings. The IP address for webcast of AGM will be available on company website and the shareholders are requested to take note and watch the AGM proceedings live.

By order of Board of Directors

Sd/-

M. Viswanathan

Company Secretary & Compliance Officer

Date: 01.09.2020

Place: Kolkata