



Petronet LNG Limited

Regd. Office: World Trade Centre, Babar Road, Barakhamba Lane, New Delhi-110001
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Email: investors@petronetlng.com, **Website:** www.petronetlng.com

A. Notice of AGM and Book Closure

Notice is hereby given that the 21st Annual General Meeting of the Members of Petronet LNG Limited shall be held on Tuesday, the 27th day of August, 2019 at 10.30 a.m. at Siri Fort Auditorium, August Kranti Marg, Siri Institutional Area, New Delhi, 110049.

The notice setting out the ordinary and special business to be transacted at the meeting and the Statement pursuant to Section 102 of the Companies Act 2013 attached thereto, together with the Audited Standalone Financial Statements and Audited Consolidated Financial Statement for the year ended 2019 and the Reports of Directors and Auditors thereon etc. has been dispatched / e-mailed to all the Members and the process has been completed on 4th August, 2019.

Notice is also hereby given pursuant to the provisions of Section 91 of the Companies Act 2013 and Rule 10 (1) of Companies (Management and Administration) Rules, 2014, as amended from time to time, that the Registrar of Members and Share Transfer Books of the Company shall remain closed from Wednesday, 21st August, 2019 to Tuesday, 27th August, 2019 (both days inclusive) for the purpose of AGM and ascertaining the entitlement of dividend, if any, approved in the 21st Annual General Meeting of the Company.

The proposed Dividend of Rs. 4.50 per equity share of face value of Rs. 10 each as recommended by the Board, if declared at the 21st Annual General Meeting, would be paid to those shareholders, whose names appear:

- As Beneficial Owners as at the end of the business hour on Tuesday, 20th August, 2019 as per the list to be furnished by the Depositories in respect of shares held in Electronic form and
- As Members in the Register of Members of the Company after giving effect to all valid share transfers (transmission / transposition) in physical form lodged with the Registrar and Share Transfer Agent of the Company on or before Tuesday, 20th August, 2019.

In case of shares held in electronic form, the request for change of address or Bank details etc. should be sent to the respective Depository Participant of the shareholders. The Annual Report for the Financial Year for the year 2018-19 is available on the Website of the Company www.petronetlng.com and available for inspection at the Registered Office of the Company during office hours.

B. NOTICE REGARDING VOTING

Pursuant to provisions of Section 108 of Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of the SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, Petronet LNG Limited ("the Company") is pleased to provide members facility through M/s. Karvy Fintech Private Limited (KFPL) to exercise their right to vote on resolutions proposed to be considered at the 21st Annual General Meeting (AGM) of the Company scheduled to be held on Tuesday, the 27th day of August, 2019 at 10.30 a.m. at Siri Fort Auditorium, August Kranti Marg, Siri Institutional Area, New Delhi, 110049 by electronic means and the business may be transacted through remote e-voting. The details as required pursuant to the provisions of Companies Act, 2013 alongwith connected rules and other statutory provisions are given here under :

The business of the meeting may be transacted through remote e-voting system and Company is providing facility for voting by electronic means	Yes
Date of completion of sending of notices	4th August, 2019
Date and time of commencement of remote e-voting	Friday, 23rd August, 2019 at 9.00 a.m. (IST)
Date and time of end of remote e-voting	Monday, 26th August, 2019 at 5.00 p.m. (IST)
Voting through electronic means shall not be allowed beyond	Monday, 26th August, 2019 at 5.00 p.m. (IST)
Website address of the Company and M/s. Karvy Fintech Private Ltd. Where the Notice of 21st Annual General Meeting is displayed.	www.petronetlng.com https://evoting.karvy.com Notice Board at the Registered Office of the Company
Contact details of the person responsible to address the grievances connected with the remote e-voting.	Shri S. V. Raju, DGM M/s Karvy Fintech Private Limited Karvy Selenium Tower-B, Plot No. 31&32, Gachibowli, Financial District, Nanakramguda, Serilingampally, Hyderabad-500032 Toll Free No. 1800 345 4001 Email: evoting@karvy.com Or may visit Help & FAQ's section available at M/s Karvy's website https://evoting.karvy.com

- The members who have cast their vote by remote e-voting prior to the 21st AGM may also attend the 21st AGM but shall not be entitled to cast their vote again.
- During the period of remote e-voting as mentioned above, members of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. Tuesday, 20th August, 2019, may cast their vote by remote e-voting. Remote e-voting shall not be allowed beyond the said date and time and the remote e-voting facility shall be blocked thereafter. Once the vote on a resolution is cast by the member through remote e-voting, the member shall not be allowed to change it subsequently or cast the vote again.
- The voting rights of members 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. Tuesday, 20th August, 2019.
- Any person, who acquires shares of the Company and become member of the Company after dispatch of the Notice of 21st AGM and holding shares as of the cut-off date i.e. Tuesday, 20th August, 2019, may obtain the login ID and password by sending a request at raju.sv@karvy.com.
- The facility for voting through ballot paper shall be made available at the venue of 21st AGM and the members attending the meeting who have not already cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper.
- 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 as well as voting at the 21st AGM through ballot paper. A person who is not a member as on cut-off date should treat this Notice for information purposes only.
- Ms. Savita Jyoti, Practising Company Secretary (CP No. 1796), has been appointed as the Scrutinizer by the Board of Directors of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- The Chairman shall, at the 21st 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 21st AGM but have not cast their votes by availing the remote e-voting facility.
- The Scrutinizer shall after the conclusion of voting at the 21st AGM, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than 48 hours of the conclusion of the 21st AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
- The Results declared alongwith the Report of the Scrutinizer shall be placed on the website of the Company at <https://www.petronetlng.com> and on the website of KFPL at <https://evoting.karvy.com> and notice board at the registered office of the company immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to BSE Limited and National Stock Exchange of India Limited.
- Pursuant to Regulation 44(6) of SEBI (LODR) Regulations, 2015, the Company shall provide one-way live webcast of the proceedings of the 21st Annual General Meetings to the members of the company at <https://evoting.karvy.com> and they may avail this facility by using their same log in ID and password provided by the company for evoting.
- The Notice of the 21st AGM is also placed on the website of the Company at www.petronetlng.com and on the website of KFPL at <https://evoting.karvy.com>. Details of the manner and process of electronic voting have been separately sent to members of the Company and are also contained in the Notice of 21st Annual General Meeting. The same is also available on Website of the Company viz. <https://www.petronetlng.com> and on the website of M/s Karvy Fintech Private Limited at <https://evoting.karvy.com>.
- The Resolution, if passed by the requisite majority, shall be deemed to have been passed on the date of the 21st Annual General Meeting i.e. Tuesday, 27th August, 2019.

C. Addendum

This Addendum has been issued in respect of Item No. 6 of the Notice of 21st AGM regarding "To appoint Shri B. C. Tripathi (DIN 01657366) as Director of the Company" for information of all the members and may be treated as a part of the Notice of 21st AGM of the Company. The Members are requested not to vote either through remote e voting or voting at AGM in respect of Item No. 6 as stated in the Addendum. This Addendum has been dispatched / e-mailed to all the members and the copy of the same is also available on the website of the company i.e. www.petronetlng.com.

By order of the Board
For Petronet LNG Limited

(Rajan Kapur)
CGM & Vice President- Company Secretary

Place: New Delhi

Date: 4th August, 2019

Note : No gifts, gift coupons or cash in lieu of gifts shall be distributed to members in the Annual General Meeting or afterwards.

Appeal to Members

Green Initiative in Corporate Governance

We solicit your valuable cooperation and support in our endeavour to contribute our bit to the environment and it is earnestly requested again that the Members who have yet not registered / updated their e-mail IDs to notify the same to the Company at investors@petronetlng.com or to the Registrar and Share Transfer Agent of the Company or to the concerned depository.

Further, in order to facilitate the members and to contribute towards Green Initiative, the Company has sent the format alongwith Business Reply Envelope for registering the email id to receive the Communications through email. The Members who have yet not registered/updated their e-mail ids may notify the same to the Company by sending duly filled form in Business Reply Envelope.