

## PUBLIC NOTICE: 40th ANNUAL GENERAL MEETING

Notice is hereby given that the 40th Annual General Meeting (AGM) of the Members of the Company will be held on Monday, September 5, 2022 at 11:30 A.M. IST through Video Conference ('VC') / Other Audio Visual Means ('OAVM') in compliance with the applicable provisions of the Companies Act, 2013 and the rules made thereunder, read with General Circular dated April 8, 2020, General Circular dated April 13, 2020, General Circular dated May 5, 2020, General Circular dated January 13, 2021, Circular No. 02/2022 dated May 05, 2022 and other applicable circulars, if any, issued by the Ministry of Corporate Affairs ('MCA Circulars') and Circular dated May 12, 2020, Circular dated January 15, 2021 and Circular dated May 13, 2022, issued by the Securities and Exchange Board of India ('SEBI Circular'), (collectively referred to as "relevant circulars") to transact the business set out in the Notice calling the AGM.

Members attending the Meeting through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013. The Members can attend and participate in the AGM through the VC/OAVM facility ONLY, the details of which will be provided by the Company in the Notice of the Meeting.

The Notice of the AGM along with the Annual Report for financial year 2021-22 will be sent electronically to those Members whose e-mail addresses are registered with the Company/Registrar & Transfer Agents ('Registrar')/Depository Participants ('DPs'). The e-copy of the Annual Report will also be made available on the website of the Company at [www.panamapetro.com](http://www.panamapetro.com), websites of the stock exchanges on which the securities of the Company are listed i.e. at [www.nseindia.com](http://www.nseindia.com) and [www.bseindia.com](http://www.bseindia.com) and notice of the AGM will also be available on the website of CDSL at [www.evotingindia.com](http://www.evotingindia.com).

### Manner of registering / updating email addresses:

- Members holding shares in physical mode, who have not registered/updated their email addresses with the Company, are requested to register/update the same by clicking on <https://www.bigshareonline.com/InvestorRegistration.aspx> or
- Members holding shares in dematerialised mode, who have not registered/updated their email addresses with their Depository Participants, are requested to register/update their email addresses with the Depository Participants with whom they maintain their demat accounts.

### Manner of casting vote(s) through e-voting:

- Members will have an opportunity to cast their vote(s) on the business as set out in the Notice of the AGM through electronic voting system ("e-voting").
- The manner of voting remotely ("remote e-voting") by members holding shares in dematerialised mode, physical mode and for members who have not registered their email addresses, has been provided in the Notice of the AGM. The details will also be available on the website of the Company, BSE, NSE and CDSL.
- The facility for voting through electronic voting system will also be made available at the AGM and Members attending the AGM who have not cast their vote(s) by remote e-voting will be able to vote at the AGM.

### Dividend Payment

Payment of dividend shall be made through electronic mode to the members who have updated their bank account details. Dividend warrants/demand drafts will be dispatched to the registered address of the members who have not updated their bank account details.

Payment of dividend will be subject to deduction of tax at source (TDS) at applicable rates. In general, to enable compliance with TDS requirements, Members are requested to complete and/or update their Residential Status, PAN, Category as per the IT Act with their DPs or in case shares are held in physical form with the Registrar by clicking <https://www.bigshareonline.com/InvestorRegistration.aspx>. For more details, please refer to the Notes to the Notice of the AGM.

### Manner of registering mandate for receiving Dividend:

Members are requested to register/update their complete bank details:

- with their Depository Participant(s) with whom they maintain their demat accounts, if shares are held in dematerialized mode or
- with the RTA by clicking on <https://www.bigshareonline.com/InvestorRegistration.aspx> if shares are held in physical mode, by submitting (i) scanned copy of the signed request letter which shall contain member's name, folio number, bank details (Bank account number, Bank and Branch Name and address, IFSC, MICR details), (ii) self-attested copy of the PAN card and (iii) cancelled cheque leaf.

**Members are requested to carefully read all the Notes set out in the Notice of the AGM and in particular, instructions for joining the AGM, manner of casting vote through remote e-voting or e-voting during the AGM.**

By order of the Board  
For PANAMA PETROCHEM LIMITED  
Sd/-

Gayatri Sharma

Company Secretary & Compliance Officer

Place : Mumbai

Date : August 3, 2022