

To,
The Manager
Department of Corporate Services-Listing
BSE Limited
25th floor, P J Towers,
Dalal Street, Mumbai- 400001

Sub: Intimation for 52nd Annual General Meeting & Book Closure
Reg: Intimation under Regulation 42 of SEBI (LODR) Regulations, 2015

Dear Sir/Mam,

We are pleased to inform you that the **52nd Annual General Meeting** ('AGM') of the Members of Triveni Glass Limited is scheduled to be held on **Friday, 15th September 2023 at 12:00 p.m. (IST)** at Hotel Allahabad Regency, 16, Tashkent Marg, Prayagraj, UP- 211001. The Notice of the 51st AGM is enclosed herewith. The same is also available on the websites of National Securities Depository Limited ('NSDL') at www.evoting.nsdl.com and the Stock Exchanges i.e. BSE Limited at www.bseindia.com.

In terms of Regulation 42 of SEBI (LODR) Regulations, 2015, the Register of Members & Share Transfer Books of the Company will remain closed from 09th September, 2023 to 15th September, 2023, (both days inclusive) for the purpose of 52nd Annual General Meeting of the Company.

Further, the e-voting facility has been made available to all the members of the Company. The details of remote e-voting are as follows:

Commencement of e-Voting	From 9.00 a.m. (IST) on Tuesday, 12th September, 2023
End of e-Voting	Upto 5.00 p.m. (IST) on Thursday, 14th September, 2023

During this period, Members holding shares either in physical form or in dematerialized form as on **Friday, 08th September, 2023 ('Cut-Off date')** may cast their vote by remote e-Voting before the AGM. The remote e-Voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the Member, he / she shall not be allowed to change it subsequently. The voting rights of the Members shall be in proportion to their share of the paid-up equity share capital of the Company as on the Cut-Off date i.e. **Friday, 08th September, 2023.**

For Triveni Glass Limited

SUSHMITA JAISWAL Digitally signed by SUSHMITA JAISWAL
Date: 2023.08.18 13:39:19 +05'30'

Sushmita Jaiswal
Company Secretary

Regd. Off.:

1, Kanpur Road, Allahabad - 211001, India
Phone : +91-532-2407325
Fax : +91-532-2407450
E-mail : akd@triveniglassltd.com
Website : www.triveniglassltd.com
CIN No. : L26101UP1971PLC003491

Detailed procedure for remote e-Voting before the AGM is provided in the Notes to the Notice of the AGM.

General Guidelines for shareholders:

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail(ayushsinhaandassociates@gmail.com) to with a copy marked to evoting@nsdl.co.in. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "**Upload Board Resolution / Authority Letter**" displayed under "**e-Voting**" tab in their login.
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on www.evoting.nsdl.com to reset the password.

Please note the following:

A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM.

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 AGM through ballot paper.

The Chairman shall, at the 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

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those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.

The Scrutinizer shall after the conclusion of voting at the general meeting, 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 three days of the conclusion of the 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

Other information:

- Your login id and password can be used by you exclusively for e-voting on the resolutions placed by the companies in which you are the shareholder.
- It is strongly recommended not to share your password with any other person and take utmost care to keep it confidential.

In case of any queries, you may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the Downloads sections of <https://www.evoting.nsdl.com> or contact NSDL at the following toll-free no.: 1800 1020 990 /1800 224 430

Assuring you of our best services,

Thanking you,

Yours faithfully,

For Triveni Glass Limited

SUSHMITA
JAISSWAL

Digitally signed by
SUSHMITA JAISSWAL
Date: 2023.08.18 13:39:39
+05'30'

Sushmita Jaiswal
Company Secretary

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