



बामर लॉरी एण्ड कं. लिमिटेड
(भारत सरकार का एक उद्यम)

Balmer Lawrie & Co. Ltd.
(A Government of India Enterprise)

21, नेताजी सुभाष रोड, कोलकाता-700 001 (भारत)
फोन : (91)(033) 2222-5329/5314/5209
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CIN : L15492WB1924GOI004835

Ref: BL/SE/BM/2021

Date: 6th August, 2021

The Secretary,
National Stock Exchange of India Ltd.
Exchange Plaza, C-1, Block-G
Bandra Kurla Complex
Bandra (E),
Mumbai – 400 051

The Secretary,
BSE Ltd.
Phiroze Jeejeebhoy Towers
Dalal Street
Mumbai- 400001

Company Code: **BALMLAWRIE**

Company Code: **523319**

Dear Sir(s),

Subject: a) Outcome of the Board meeting:

1. Fixation of date of 104th Annual General Meeting,
2. Schedule of e-voting,
3. Cut-off dates for despatch of notice, dividend distribution & e-voting
4. Appointment of scrutinizer
5. Closure of Register of Members for the purpose of dividend distribution

b) Dividend pay-out date

c) Closure of transfer books

Further to our intimation dated 26th July, 2021 and pursuant to the provisions of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, this is to inform that the Board at its Meeting dated 6th August, 2021 has, inter-alia, approved the following:

- 1) The **104th Annual General Meeting (AGM)** of the Company shall be held on **Tuesday, 28th September, 2021 at 12:00 noon, IST** through Two way Video Conferencing ("VC") or Other Audio-Visual Means ("OAVM"). **Friday, 27th August, 2021 (EOD)** has been fixed as the cut-off date for determining members to whom notice of 104th AGM shall be despatched. In compliance with the relevant circulars of Ministry of Corporate Affairs, Notice of 104th AGM and the Annual Report for the financial year 2020- 21, comprising of Standalone and Consolidated Financial Statements for the financial year 2020-21, along with Board's Report, Auditors' Report and other documents required to be attached thereto, will be sent in electronic mode to all the members of the Company whose email addresses are registered with the Company/Depositories. The details such as manner of (i) registering / updating email addresses, (ii) casting vote through e-voting and (iii) attending the AGM through VC / OAVM has been set out in the Notice of 104th AGM.

- 2) The **remote e-voting period** for the 104th AGM shall **commence on Friday, 24th September, 2021 (9:00 a.m.) and ends on Monday, 27th September, 2021 (5:00 p.m.)**. During this period, Members of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date of **Tuesday, 21st September, 2021** (end of day), may cast their vote electronically.
- 3) The Register of Members and the Share Transfer Books of the Company shall remain closed from **Wednesday, 22nd September, 2021 to Tuesday, 28th September, 2021** (both days inclusive) for the purpose of distribution of dividend for the Financial Year 2020-21 and also for 104th AGM of Balmer Lawrie & Co. Ltd.
- 4) M/s. T. Chatterjee & Associates, Practicing Company Secretaries, FRN No. P2007WB067100 are appointed as scrutiniser for the entire E-voting process (both remote e-voting as well as during the AGM).

Upon declaration by the members, dividend for the Financial Year 2020-21 shall be paid within 30 days of the 104th AGM to those shareholders, who are holding shares of the Company as on **Tuesday, 21st September, 2021** (end of day).

The meeting commenced at 11:40 a.m. and concluded at 06 :00 p.m.

Thanking You,

Yours faithfully,

For Balmer Lawrie & Co. Ltd.



Kaustav Sen
Compliance Officer