



## COAL INDIA LIMITED

A Maharatna Company

CIN: L23109WB1973GOI028844

Registered office-Coal Bhawan, Premises No-04 MAR, Plot No-AF-III,  
Action Area-1A, New town, Rajarhat, Kolkata-700156

Tel No-033-23245555, Fax No-033-23246510

Email-complianceofficer.cil@coalindia.in, Website: www.coalindia.in

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### NOTICE

Dated: 12.07.2019

#### Notice of Forty-Fifth Annual General Meeting of Coal India Limited

NOTICE is hereby given to the members of Coal India Limited that the Forty-fifth Annual General Meeting of the Company will be held on **Wednesday, the 21<sup>st</sup> August, 2019 at 10.30 A.M** at Science City, Auditorium, JBS Haldane Avenue, Kolkata -700046 to transact the following businesses:

#### **ORDINARY BUSINESS:**

1. To receive, consider and adopt:
  - a. the Standalone Audited Financial Statements of the Company for the financial year ended March 31, 2019 including the Audited Balance Sheet as at March 31, 2019 and Statement of Profit & Loss for the year ended on that date and the Reports of the Board of Directors, Statutory Auditor and Comptroller and Auditor General of India thereon.
  - b. the Consolidated Audited Financial Statements of the Company for the financial year ended March 31, 2019 including the Audited Balance Sheet as at March 31, 2019 and Statement of Profit & Loss for the year ended on that date and the Report of Statutory Auditor and Comptroller and Auditor General of India thereon.
2. To approve 1<sup>st</sup> and 2<sup>nd</sup> Interim dividend paid on equity shares for the Financial Year 2018-19 as final dividend for the year 2018-19.
3. To appoint a director in place of Smt. Reena Sinha Puri [DIN-07753040] who retires by rotation in terms of Section 152(6) of the Companies Act, 2013 and Article 39(j) of Articles of Association of the Company and being eligible, offers herself for reappointment.

#### **SPECIAL BUSINESS:**

##### **ITEM No.4**

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Smt. Loretta M.Vas, [DIN:02544627], who was appointed by the Board of Directors as an

Additional Director in the capacity of an Independent Director of the Company with effect from 17<sup>th</sup> November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing her candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17<sup>th</sup> November, 2018. She is not liable to retire by rotation.

#### **ITEM No.5.**

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special** Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Dr. S. B. Agnihotri, [DIN:03390553], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17<sup>th</sup> November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation.

#### **ITEM No.6**

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special** Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Dr. D.C. Panigrahi, [DIN:07355591], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17<sup>th</sup> November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation.

#### **ITEM No.7**

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special** Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Dr. Khanindra Pathak, [DIN:07348780], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17<sup>th</sup> November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation.

#### **ITEM No. 8**

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special** Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Sri Vinod Jain, [DIN:00003572], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17<sup>th</sup> November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation.

#### **ITEM No. 9**

To consider and if thought fit, to pass with or without modification(s), the following resolution as an **Ordinary** Resolution:

**“RESOLVED THAT** pursuant to the provisions of Section 148(3) and all other applicable provisions of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any other statutory modification(s) or re-enactment thereof for the time being in force) the remuneration of Rs. 2,01,094/-, out of pocket expenditures and applicable taxes as set out in the explanatory statement to this Resolution and payable to M/s Balwinder & Associates, Cost Auditor (Registration Number 000201) who was appointed as Cost Auditor by the Board of Directors of the Company to conduct the audit of the cost records of the CIL (Standalone) for the financial year ended 31<sup>st</sup> March, 2019 be and is hereby ratified.”

#### **ITEM No. 10**

To consider and if thought fit, to pass with or without modification(s), the following resolution as an **Ordinary** Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s)

or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Shri Sanjiv Soni, [DIN:08173548], who was appointed by the Board of Directors as an Additional Director to function as Director(Finance), CIL of the Company with effect from 10th July' 2019 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as a Whole time Director of the Company w.e.f 10th July, 2019 till 30.06.2021 i.e the date of superannuation or until further orders, in terms of Ministry of Coal letter no-21/23/2018-BA dated 10th July, 2019. He shall be liable to retirement by rotation.

By order of the Board of Directors  
For Coal India Limited  
Sd/-

(M. VISWANATHAN)  
GM(F)& Company Secretary

Date : 12.07.2019

**Registered Office:**

CIN: L23109WB1973GOI028844

Coal Bhawan, Premises No-04 MAR,

Plot No-AF-III, Action Area-1A,

New town, Rajarhat, Kolkata-700156

Email-complianceofficer.cil@coalindia.in

Website: www.coalindia.in

## NOTES:-

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. IN ORDER TO BE EFFECTIVE, THE PROXY FORM DULY COMPLETED SHOULD BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN FORTY-EIGHT HOURS BEFORE THE SCHEDULED TIME OF THE ANNUAL GENERAL MEETING. BLANK PROXY FORM IS ENCLOSED.**

**A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the company carrying voting rights. A member holding more than ten percent of the total share capital of the company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholder.**

2. The Company is providing facility for voting by electronic means (e-voting) and the business set out in the notice will be transacted through such voting. Information and instructions relating to e-voting are given in this notice.
3. The Register of Members and Share Transfer Books of the Company will remain closed from 14<sup>th</sup> August, 2019 to 21<sup>st</sup> August, 2019 (both days inclusive) for the purpose of Annual General Meeting.
4. Members are requested to:
  - (i) Note that copies of Annual Report will not be distributed at the Annual General Meeting.
  - (ii) Bring their copies of Annual Report, Notice and Attendance Slip duly completed and signed at the meeting.
  - (iii) Deliver duly completed and signed Attendance Slip at the entrance of the meeting venue as entry to the Hall will be strictly on the basis of the entry slip available at the counters at the venue to be exchanged with the attendance slip.
  - (iv) Quote their Folio / Client ID & DP ID Nos. in all correspondence.
  - (v) Note that due to strict security reasons, eatables and other belongings are not allowed inside the Auditorium.
  - (vi) **Duplicate admission slips will not be provided at the AGM venue.**
5. Members are advised to submit their Electronic Clearing System (ECS) mandates, to enable the Company to make remittance by means of ECS. Those holding shares in physical form may obtain and send ECS mandate form to M/s Alankit Assignments Limited, Registrar & Share Transfer Agent (RTA) of the Company. Those holding shares in Electronic Form may obtain and send ECS mandate form directly to their Depository Participant (DP). Those who have already furnished ECS Mandate Form to the Company/ RTA /DP with complete details need not send it again.
6. Members holding shares in electronic mode may note that bank particulars registered against their respective depository accounts will be used by the Company for payment of dividend. The Company or M/s Alankit Assignments Ltd cannot act on any request received directly from members holding shares in electronic mode for any change of bank particulars or bank mandates. Such changes are advised only to the Depository Participants (DPs) by the members.
7. Members may avail the facility of nomination in terms of Section 72 of the Companies Act, 2013 by nominating any person to whom their shares in the Company shall vest on occurrence of events stated

in Form-SH.13. Form-SH.13 is to be submitted in duplicate to M/s Alankit Assignments Limited, RTA of the Company. In case of shares held in dematerialized form, the nomination has to be lodged with the respective Depository Participant.

8. Corporate Members intending to send their authorized representative(s) pursuant to section 113 of the Companies Act 2013 to attend the Meeting are requested to send a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting. An authorized representative of a body corporate member may also appoint a proxy under his signature in the manner provided above.
9. Non-Resident Indian Members are requested to inform M/s Alankit Assignments Limited, immediately of :
  - (i) Change in their residential status on return to India for permanent settlement.
  - (ii) Particulars of their bank account maintained in India with complete name, branch, account type, account number, IFSC code and address of the bank with pin code number, if not furnished earlier.
10. Members are requested to notify immediately any change of address and Bank Account:
  - i. to their DP in respect of shares held in dematerialized form, and
  - ii. to the Company at its Registered Office or to its RTA, M/s Alankit Assignments Ltd. in respect of their physical shares, if any, quoting their folio number.
11. The Board of Directors of your company in its 377<sup>th</sup> meeting held on 20<sup>th</sup> December, 2018 had declared 1<sup>st</sup> interim dividend @ 72.50% (Rs.7.25 per share) on the paid-up equity share capital of the company which was paid on and from 5<sup>th</sup> January, 2019. The Board of Directors of your company in its 381<sup>st</sup> meeting held on 14<sup>th</sup> March, 2019 had declared 2<sup>nd</sup> interim dividend @ 58.50% (Rs.5.85 per share) on the paid-up equity share capital of the company which was paid on and from 29<sup>th</sup> March, 2019. Members who have not received or not encashed their dividend warrants may approach M/s Alankit Assignments Limited, Registrar & Share Transfer Agent of the Company for obtaining Demand Draft. The Ministry of Corporate Affairs has notified provisions relating to unpaid/unclaimed dividend under Section 124 of Companies Act 2013, Transfer of unpaid Dividend amount to Investor Education and Protection Fund under Section 125 of the Companies Act, 2013 and Investor Education and Protection Fund [Accounting, Audit, Transfer and Refund] Rules 2017. As per these Rules, dividend which are not encashed/ claimed by the shareholder for a period of seven consecutive years shall be transferred to the Investor Education and Protection Fund Authority (IEPF). The new IEPF Rules also mandates the companies to transfer the shares of shareholders whose dividends remain unpaid/ unclaimed for a period of seven consecutive years to the Demat account of IEPF Authority. Hence the company urges all the shareholders to encash/claim their respective dividend during the prescribed period. Company has uploaded the details of unclaimed dividend amount lying in unpaid dividend Account on the website of the Company ([www.coalindia.in](http://www.coalindia.in)), and also on the website of dividend Ministry of Corporate Affairs ([www.mca.gov.in](http://www.mca.gov.in)). As per Section 125 of the Companies Act, 2013 and Investor Education and Protection Fund [Accounting, Audit, Transfer and Refund] Rules 2017, the Company had also transferred Rs. 5,73,029/- to IEPF Authority on 20.10.2018, towards final Dividend 2010-11. The details are available in CIL website. Further the Company had transferred Rs.11979624/- being the unclaimed dividend amount pertaining to Interim Dividend 2011-12 on 11.04.2019 to the IEPF. The Company has been sending reminders to those members having unclaimed dividends before transfer of such dividend(s) to IEPF as per IEPF Rules

2017. Details of the unclaimed dividend are also uploaded as per the requirements on the Company's website [www.coalindia.in](http://www.coalindia.in). Members, who have not encashed their dividend pertaining to Final Dividend 2011-12 and other dividends declared by the company thereafter are advised to write to the Company immediately to claim dividends declared by the Company.

Pursuant to the provisions of IEPF Rules, all shares in respect of which dividend has not been claimed for seven consecutive years shall be transferred by the Company to the designated Demat Account of the IEPF Authority ('IEPF Account') within a period of thirty days of such shares becoming due to be transferred to the IEPF Account. Accordingly, the Company had transferred 13073 equity shares of Rs. 10/- each to the IEPF Account on which final dividend 2010-11 remained unclaimed for seven consecutive years with reference to the due date of 20.10.2018 after following the prescribed procedure.

Company has transferred 7104 shares to IEPF Authorities on 11.04.2019 in respect of Interim Dividend 2011-12 has remained unclaimed for seven consecutive years.

Further, all the shareholders who have not claimed/ encashed their dividends in the last seven consecutive years from final Dividend of 2011-12 are requested to claim the same at the earliest. In case valid claim is not received by 17<sup>th</sup> Oct, 2019, the Company will proceed to transfer the respective shares to the IEPF Account in terms of the IEPF Rules. In this regard, the Company has individually informed the shareholders concerned and also published notice in the newspapers as per the IEPF Rules. The details of such shareholders and shares due for transfer are uploaded on the "Investors Section" of the website of the Company viz. [www.coalindia.in](http://www.coalindia.in).

Due dates for transfer to IEPF account of unclaimed dividends declared by the company till date are as under:

<b>Particulars</b>	<b>Declared on</b>	<b>Due date of transfer</b>
Final Dividend 2011-12	18.09.2012	17.10.2019
Interim Dividend 2012-13	14.03.2013	13.04.2020
Final Dividend 2012-13	18.09.2013	17.10.2020
Interim Dividend 2013-14	14.01.2014	13.02.2021
Interim Dividend 2014-15	27.02.2015	01.03.2022
Interim Dividend 2015-16	05.03.2016	04.04.2023
1 <sup>st</sup> Interim Dividend 2016-17	06.03.2017	05.04.2024
2 <sup>nd</sup> Interim Dividend 2016-17	26.03.2017	25.04.2024
Interim Dividend 2017-18	10.03.2018	09.04.2025
1 <sup>st</sup> Interim Dividend 2018-19	20.12.2018	19.01.2026
2 <sup>nd</sup> Interim Dividend 2018-19	14.03.2019	13.04.2026

- Pursuant to Section 143(5) of the Companies Act, 2013, the Auditors of a Government Company are to be appointed or re-appointed by the Comptroller and Auditor General of India (C & AG) under Section 139(5) of Companies Act 2013 and in terms of sub-section(1) of Section 142 of the Companies Act, 2013. Their remuneration has to be fixed by the Company in the Annual General Meeting or in such manner as the Company in General Meeting may determine. The Members of your Company in its 27<sup>th</sup> Annual General Meeting held on 29<sup>th</sup> September, 2001 authorised the Board of Directors to fix the remuneration of Statutory Auditors.

13. The Register of Directors, Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013, will be available for inspection by the members at the AGM.
14. The Register of Contracts or Arrangements, in which Directors are interested, maintained under section 189 of Companies Act, 2013, will be available for inspection by the members at the AGM.
15. All documents referred to in the accompanying notice are open for inspection at the AGM and such documents will also be available for inspection in physical or in electronic form at the Registered office of the Company during normal business hours on working days from 11.00 AM to 1.00 PM.
16. Members may also note that notice of 45<sup>th</sup> AGM and Annual Report 2018-19 will be available on the Company`s website, [www.coalindia.in](http://www.coalindia.in) and on the website of M/s Alankit Assignments Limited. The physical copies of the aforesaid documents will also be available at the Company`s Registered office for inspection during the normal business hours on working days from 11.00 A.M to 1.00 P.M. Members who require communication in physical form in addition to e-communication, or have any other queries, may write to us at: [complianceofficer.cil@coalindia.in](mailto:complianceofficer.cil@coalindia.in).
17. In terms of Section 152 of the Companies Act, 2013 Smt. Reena Sinha Puri (DIN-07753040), Director, retires by rotation at the general meeting and being eligible, offers herself for re-appointment. Details of Director seeking appointment or re-appointment as required to be provided pursuant to the provisions of (i) Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and (ii) para 1.2.5 of Secretarial Standard on General Meetings ("SS-2"), issued by The Institute of Company Secretaries of India. The Director has furnished the requisite consent/declaration for her re-appointment.

<b>Name of Director</b>	<b>Smt. Reena Sinha Puri</b>
DIN	07753040
Date of Birth	22.01.1964
Nationality	Indian
Date of appointment on the Board	09.06.2017
Qualification	IRS
List of Directorships held in other companies	Northern Coalfields Ltd Hindustan Zinc Limited Bharat Aluminium Co. Ltd
Chairman/Membership of other Committee in Coal India Ltd	Audit Committee Empowered Sub-Committee

Profile of Smt. Reena Sinha Puri is given under "Brief profile of Directors" in Annual Report 2018-19.

18. The Securities and Exchange Board of India (SEBI) has mandated submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their Depository Participant with whom they are maintaining their Demat accounts. Members holding shares in physical form can submit their PAN to the Company/ M/s Alankit Assignments Limited.
19. The Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013 in respect of Special business is annexed herewith.
20. Members holding shares in single name and physical form are advised to make nomination in respect of their shareholding in the company.
21. Route Map to the venue of the meeting is annexed herewith for the convenience of the members to attend the meeting. The prominent landmark for the venue of the meeting is Hotel ITC Sonar.



22. Members who hold shares in physical form in multiple folios in identical names or joint holding in the same order of names are requested to send the share certificates to M/s Alankit Assignments Limited, for consolidation into a single folio. **SEBI has stipulated that securities of listed companies can be transferred only in dematerialized form from 1st April, 2019. In view of the above and to avail various benefits of dematerialization, members are advised to dematerialize shares held by them in physical form.**
23. Members are requested to address all correspondences, including dividend matters to our Registrar and Share Transfer Agents on any one of the below mentioned addresses:

Registered Office	Local Address
M/s Alankit Assignments Limited, Alankit Height, 3E/7, Jhandewalan Extension, New Delhi-110055 Email-id-alankit_rta@alankit.com Ph.no-011-4254-1234/2354-1234 Fax-011-4154-3474 Toll-free-1860-121-2155 Website-www.alankit.com	M/s Alankit Assignments Limited 19 R N Mukherjee, Main Building, 2 <sup>nd</sup> floor, Kolkata-700001 Email-id-alankit_rta@alankit.com Ph. no-033-4401-4100/4200 Toll-free-1860-121-2155

#### 24. STEPS FOR REMOTE E-VOTING :

Pursuant to 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 and Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India, the company is pleased to offer remote e-voting facility to the members to cast their votes electronically on all resolutions set forth in the notice convening the 45<sup>th</sup> Annual General Meeting to be held on Wednesday, the 21<sup>st</sup> August, 2019 at 10.30 A.M at Science City, Auditorium, JBS Haldane Avenue, Kolkata -700046 through remote e-voting services provided by NSDL.

The remote e-voting facility is available at the links [www.evoting.nsdl.com](http://www.evoting.nsdl.com)

The electronic voting particulars are set out below:

R-EVEN (REMOTE E-VOTING EVENT NUMBER)	USER-ID	PASSWORD

The remote e-voting facility will be available during the following voting period:

Commencement of remote e-voting	End of remote e-voting
August 18, 2019, IST 9.00 A.M.	August 20, 2019, IST 5.00 P.M.

Please read the instructions given below before exercising your vote.

These details and instructions form an integral part of the Notice for the Annual General Meeting to be held on 21<sup>st</sup> August, 2019.

## Voting electronically using NSDL e-Voting system.

The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:

**Step 1 : Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com/>**

**Step 2 : Cast your vote electronically on NSDL e-Voting system.**

**Details on Step 1 is mentioned below:**

### How to Log-in to NSDL e-Voting website?

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholders’ section.
3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen.

*Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.*

4. Your User ID details are given below :

<b>Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical</b>	<b>Your User ID is:</b>
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID  For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID  For example if your Beneficiary ID is 12***** then your user ID is 12*****.
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Your password details are given below:
  - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the ‘initial password’ which was communicated to you. Once you retrieve your ‘initial password’, you need enter the ‘initial password’ and the system will force you to change your password.

- c) How to retrieve your 'initial password'?
  - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
  - (ii) If your email ID is not registered, your 'initial password' is communicated to you on your postal address.
- 6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on "**Forgot User Details/Password?**"(If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) "**Physical User Reset Password?**" (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the evoting system of NSDL.
- 7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 8. Now, you will have to click on "Login" button.
- 9. After you click on the "Login" button, Home page of e-Voting will open.

**Details on Step 2 is given below:**

**How to cast your vote electronically on NSDL e-Voting system?**

- 1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
- 2. After click on Active Voting Cycles, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle is in active status.
- 3. Select "EVEN" of company for which you wish to cast your vote.
- 4. Now you are ready for e-Voting as the Voting page opens.
- 5. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 6. Upon confirmation, the message "Vote cast successfully" will be displayed.
- 7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- 8. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

## 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 to [csrakhidasgupta@gmail.com](mailto:csrakhidasgupta@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
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](http://www.evoting.nsdl.com) to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800-222-990 or send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).

## General Instructions:

- a) The remote e-voting period will commence on 18<sup>th</sup> August, 2019 (9:00 AM IST) and ends on 20<sup>th</sup> August, 2019 (5:00 P.M IST). The remote e-voting module shall be disabled by NSDL for voting thereafter and the facility will be blocked forthwith. During this period, shareholders of the company holding shares either in physical form or in dematerialized form, as on the **cut-off date i.e 14<sup>th</sup> August, 2019** may cast their vote electronically. A person who is not a member as on cut-off date should treat this notice for information purpose only. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
- b) 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 **14<sup>th</sup> August' 2019**, may obtain his/her user ID and sequence number for remote e-voting from Company's Registrar & Transfer Agents, M/s Alankit Assignments Limited, Ltd, Alankit Height, 1E/13, Jhandewalan Extension, New Delhi-110055, Email-id [alankit\\_rta@alankit.com](mailto:alankit_rta@alankit.com), Ph.no-011-4254-1234/2354-1234, Fax-011-4154-3474, Toll-free-1860-121-2155 and can also request for the physical copy of the Annual Report or may obtain the login ID and sequence number by sending a request at [alankit\\_rta@alankit.com](mailto:alankit_rta@alankit.com) also.
- c) Members who have casted their vote through remote e-voting facility prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again. At the venue of the meeting members who have not casted their vote through remote e- voting may cast their vote through electronic voting system. The company has opted to electronic voting system at the meeting and the said facility shall be in operation till all the resolutions are considered and voted upon at the meeting. This may be used for voting by the member holding shares as on the cut-off date and who have not already casted their vote through remote- e-voting or their proxy.
- d) Persons whose names are recorded in the Register of Members maintained by M/s Alankit Assignments Ltd, Registrar as on cutoff date i.e 14<sup>th</sup> August, 2019 shall only avail the facility of remote e-voting or voting through tab at venue of the meeting.
- e) In case of any query, members are requested to contact:

Name: Mr. Amit Vishal /Ms. Pallavi Mhatre,

Designation: -Senior Manager /Manager, NSDL,

E-mail id [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)

Address: Trade World, "A" Wing, 4th Floor, Kamala Mills Compound, Lower Parel, Mumbai 400 013

Contact details: 022 24994360 / 022 – 24994545 or toll free no. 1800222990.

- f) CS Rakhi Dasgupta, Practicing Company Secretary, Sonarpur, Link Road, New Power house, Kol-700150 has been appointed as Scrutinizer to scrutinize the remote e-voting process and polling process in a fair and transparent manner.
- g) The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on 14<sup>th</sup> August, 2019.
- h) The scrutinizer shall, immediately after the conclusion of the voting through electronic voting at the General Meeting, first count the votes cast at the meeting vide electronic voting, 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 make, not later than 48 hours from conclusion of the meeting, a consolidated Scrutinizer's Report of the total votes cast in favour or against, to Chairman or Director authorized by the Board of the Company.
- i) The results of voting along with details of the number of votes cast for and against the Resolution, invalid votes will be declared within 48 hours from the conclusion of the AGM. The results declared along with the Scrutinizer's Report shall be placed on the company's website [www.coalindia.in](http://www.coalindia.in) and on the website of M/s NSDL. Further, the results shall be displayed on the Notice Board of the Company at its Registered Office. It shall also be communicated to BSE & NSE.

By order of the Board of Directors  
For Coal India Limited  
Sd/-  
(M. VISWANATHAN)  
GM(F) & Company Secretary

Date : 12.07.2019

**Registered Office:**

CIN: L23109WB1973GOI028844

Coal Bhawan, Premises No-04 MAR,

Plot No-AF-III, Action Area-1A,

New town, Rajarhat, Kolkata-700156

Email-complianceofficer.cil@coalindia.in

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

## STATEMENT PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013:

The following Statement sets out all material facts relating to Special Business mentioned in the accompanying Notice:

### Item No.4:

The Board of Directors in its 376<sup>th</sup> meeting held on 30<sup>th</sup> November, 2018 had approved appointment of Ms Loretta M. Vas [DIN:02544627] as an Additional Director to function as an Independent Director and passed the following resolution.

**"RESOLVED THAT** pursuant to Article-39(c) of Articles of Association of the company, Section-161(1) of the Companies Act, 2013 and in terms of letter No.21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018 from Ministry of Coal, Board hereby 'takes on record' appointment of Smt. Loretta Mary Vas as an Additional Director to function as an Independent Director on the Board of Coal India Limited for a period of one year from 17<sup>th</sup> November, 2018 or until further order. She will hold office upto the date of next AGM or the last date on which AGM should have been held whichever is earlier.

**"FURTHER RESOLVED THAT** Company Secretary be and is hereby authorised to take necessary action including filing necessary forms, affixing digital signature and do all such acts and deeds that may be required to give effect to the above resolution."

The Company has received a notice in writing under the provisions of Section 160 of the Companies Act, 2013 as amended from a member proposing the candidature of Smt. Loretta M.Vas as a director, to be appointed as such under the provisions of Section 149 of the Companies Act, 2013. The Company has received from her (i) consent in writing to act as director in Form DIR-2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules 2014, (ii) intimation in Form DIR 8 in terms of Companies (Appointment & Qualification of Directors) Rules 2014, to the effect that she is not disqualified under sub section (2) of Section 164 of the Companies Act, 2013. The resolution seeks the approval of members for the appointment of Smt. Loretta M. Vas as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 in terms of Ministry of Coal letter no. 21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018. She is not liable to retire by rotation.

Smt. Loretta Mary Vas is graduate in B.A. (English), B.Ed., M.A.(Economics), Masters Diploma in Public Administration, M. Phil (Social Sciences) and LLB. She has joined Indian Administrative Service in 1977 and allotted U.P. cadre. She has worked as Secretary, Ministry of Panchayati Raj, Gol, during 2012-14. She was Special Secretary, Addl. Secretary, Department of Economics Affairs, Ministry of Finance during 2008-2011. She was Joint Secretary (Budget) in Ministry of Finance, during 2005-2008. She was Export Commissioner/Joint Secretary in Ministry of Commerce, during 1993-98 and Under Secretary/Dy. Secretary, Festival of India, Department of Culture in 1984-88. She was Vice Chairperson of Ghaziabad Development Authority during 1999-2000 and 2001-2002, Addl. CEO, Greater NOIDA Industrial Development Authority during 1991-93. She had worked in Departments of Health, Education in U.P. Govt., and District Magistrate of Hardoi, Addl. District Magistrate of Lakhimpur Kheri and Sub-Divisional Magistrate of Malihabad, Lucknow.

No Director, Key managerial personnel or their relatives, except Smt. Loretta Mary Vas to whom the resolution relates, is interested or concerned financially or otherwise in the resolution. The Board of Directors considered that in view of the background and experience of Smt. Loretta Mary Vas, it would be in the interest of the company to appoint her as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders. The Board recommends the resolution as set forth in Item no.4 for the approval of the members.

### Item No. 5:

The Board of Directors in its 376<sup>th</sup> meeting held on 30<sup>th</sup> November, 2018 had appointed Dr. S.B. Agnihotri [DIN: 03390553] as an Additional Director to function as an Independent Director and passed the following resolution.

**"RESOLVED THAT** pursuant to Article-39(c) of Articles of Association of the company, Section -161(1) of the Companies Act,2013 and in terms of letter No.21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018 from Ministry of Coal, Board hereby 'takes on record' appointment of Dr. S.B.Agnihotri as an Additional Director to function as an Independent Director on the Board of Coal India Limited for a period of one year from 17<sup>th</sup> November, 2018 or until further orders. He will hold office upto the date of next AGM or the last date on which AGM should have been held whichever is earlier.

**"FURTHER RESOLVED THAT** Company Secretary be and is hereby authorised to take further necessary action including filing necessary forms, affixing digital signature and do all such acts and deeds that may be required to give effect to the above resolution."

The Company has received a notice in writing under the provisions of Section 160 of the Companies Act, 2013 as amended by Companies (Amendment) Act 2017, from a member proposing the candidature of Dr. S.B. Agnihotri as a director, to be appointed as such under the provisions of Section 149 of the Companies Act, 2013. The Company has received from him (i) consent in writing to act as director in Form DIR 2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules 2014, (ii) intimation in Form DIR 8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that he is not disqualified under sub section (2) of Section 164 of the Companies Act, 2013. The resolution seeks the approval of members for the appointment of Dr. S.B. Agnihotri as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 in terms of Ministry of Coal letter no 21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation.

Dr. S.B. Agnihotri is an IAS officer of Odisha cadre from 1980 batch. He has done his Master's degree in Physics followed by M. Tech in Environment Science and Engineering from IIT, Bombay. He later did MA in Rural Development followed by PhD on sex ratio patterns in Indian Population from School of Development Studies, University of East Anglia, Norwich, UK. Dr. Satish B. Agnihotri retired as Secretary (Coordination & Public Grievances), Cabinet Secretariat. Prior to this he was Secretary, Ministry of New & Renewable Energy, Director General (Acquisition) in the Ministry of Defence, Additional Secretary in the Ministry of Agriculture discharging the role of Financial Advisor and Director General of Shipping during 2010-12. He has worked as Joint Secretary in the Cabinet Secretariat, Transport Commissioner, Odisha and Secretary, Women and Child Development and General Administration Department. He was Vice Chairman, Cuttack Urban Development Authority, CEO of Odisha Renewable Energy Development Agency, Director Industries and District Magistrate in Dhenkanal District. He also worked with UNICEF, Kolkata as Consultant on Child Nutrition and Health.

No Director, Key managerial personnel or their relatives, except Dr. S.B. Agnihotri to whom the resolution relates, is interested or concerned financially or otherwise in the resolution. The Board of Directors considered that in view of the background and experience of Dr. S.B. Agnihotri, it would be in the interest of the company to appoint him as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders. The Board recommends the resolution set forth in Item no. 5 for the approval of the members.

**Item No. 6:**

The Board of Directors in its 376<sup>th</sup> meeting held on 30<sup>th</sup> November, 2018 had appointed Dr. D. C. Panigrahi [DIN: 07355591] as an Additional Director to function as an Independent Director and passed the following resolution.

**"RESOLVED THAT** pursuant to Article-39(c) of Articles of Association of the company, Section -161(1) of the Companies Act,2013 and in terms of letter No.21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018 from Ministry of Coal, Board hereby 'takes on record' appointment of Dr.D.C.Panigrahi as an Additional Director to function as an Independent Director on the Board of Coal India Limited for a period of one year from 17<sup>th</sup> November, 2018 or until further order. He will hold office upto the date of next AGM or the last date on which AGM should have been held whichever is earlier.

**"FURTHER RESOLVED THAT** Company Secretary be and is hereby authorised to take further necessary action including filing necessary forms, affixing digital signature and do all such acts and deeds that may be required to give effect to the above resolution."

The Company has received a notice in writing under the provisions of Section 160 of the Companies Act, 2013 as amended by Companies (Amendment) Act 2017, from a member proposing the candidature of Dr. D. C. Panigrahi as a director, to be appointed as such under the provisions of Section 149 of the Companies Act, 2013. The Company has received from him (i) consent in writing to act as director in Form DIR 2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules 2014, (ii) intimation in Form DIR 8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that he is not disqualified under sub section (2) of Section 164 of the Companies Act, 2013. The resolution seeks the approval of members for the appointment of Dr D C Panigrahi as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 in terms of Ministry of Coal letter no 21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation.

Dr. D. C. Panigrahi obtained his B. Tech in Mining Engineering in 1984 from Indian School of Mines, Dhanbad. Subsequently he did his M. Tech in Mining Engineering in 1990 and M. Tech in Industrial Engineering and Management in 1992 from Indian School of Mines, Dhanbad. He did his Ph. D in Mining Engineering from Indian School of Mines, Dhanbad in the year 1994. After graduating from Indian School of Mines, Dhanbad he served as Assistant Manager in coal mines of Tata Iron and Steel Company Limited for a period of 3½ years, as Scientist in erstwhile Central Mining Research Institute, Dhanbad, a CSIR lab., for a period of 4½ years and subsequently joined as Assistant Professor in the Department of Mining Engineering, ISM, Dhanbad in 1992. In 1998, he was promoted to Professor in Mining Engineering. He was the Chairman, IIT-Joint Entrance Examination during 2004-2007 from ISM, Dhanbad. He was Head, Department of Mining Engineering, Indian School of Mines, Dhanbad from 2007 to 2010. He took over as the Director, Indian School of Mines, Dhanbad on 9<sup>th</sup> September, 2011. He continued as the Director, Indian Institute of Technology (Indian School of Mines), Dhanbad from September, 2016 to March, 2018. From April, 2019 onwards, he is continuing as the Head, Centre of Excellence in Safety, Occupational Health and Disaster Management (CESOHDM). He specializes in mine ventilation, mine fire control, coal bed methane and other areas related to sub-surface mine environmental engineering. During his period of work, he has executed 11 major research projects as Project Leader and Coordinator, and submitted reports as single/main author, and he is presently executing 03 major research projects as Project Leader and Coordinator. He has published 139 research papers in the areas of mine ventilation, coal bed methane and sub-surface mine environmental engineering. He has edited a book containing 64 papers of reputed authors from 9 countries and the book has been published by A. A. Balkema, Rotterdam, Netherlands in 2001. He has edited his second book containing 100 papers from reputed authors of 14 countries and the book has been published by Science Publishers of USA in 2009. He has guided 12 students for their Ph.D degree and 13 students for their M. Tech degree in Mining Engineering. Presently he is guiding 07 students for their Ph.D degree in Mining Engineering. Prof. Panigrahi has successfully executed more than 375 major industry sponsored projects as Project Leader and Coordinator for solving the real life problems of 51 different organizations and submitted the reports as single/first author. Prof. Panigrahi has designed the ventilation system for most of the complex coal, metal and also uranium mines of the country to a depth of 1.2 km from the surface and remained associated with these companies for their implementation in the mines to accrue the benefits to the bottom line of these companies. Prof. Panigrahi was nominated as one of the 11 members of the International Mine Ventilation committee representing 11 leading mineral producing countries of the world in 1997, viz. USA, Canada, Australia, South Africa, UK, Germany, Japan, France, China and India. He was also elected as Chairman of the same committee for the duration 2009-14. He has been an Honorary Member of International Bureau of Mining Thermophysics since 1997 and is a member of International Advisory Board for the Journal Archives of Mining Sciences published by Polish Academy of Sciences, Poland since 2002. Prof. Panigrahi was invited to chair technical sessions in 7<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> International



Mine Ventilation Congresses in Poland, South Africa and China respectively. He has received the certificate of appreciation in recognition for contributions to India Education Abroad in 2014 from University of South Florida, USA. He has been nominated as a member of Governing Body and General Body of National Institute of Rock Mechanics, Kolar Gold Fields, Karnataka; member of Governing Council of Association of Indian Universities, New Delhi; member of Executive Council of Central University of Jharkhand under Ministry of Human Resource Development, Govt. of India; Chairman of Sectoral Innovation Council of Occupational Safety and Health of the Ministry of Labour and Employment under the National Innovation Council constituted by the Prime Minister of India; member of the Section 12 Committee under Mines Act constituted by Ministry of Labour and Employment, Govt. of India for formulating Rules and Regulations on safety and health in the Mining and Mineral Sector of the country; member of Mentor Council for Mining and Mineral Sector of the country to bridge the burgeoning gap faced by the Indian economy under the Ministry of Labour and Employment, Govt. of India. He is also a member of PERC (Project Evaluation and Review Committee) and SSAG (Standing Scientific Advisory Group) of Ministry of Mines, Govt. of India. He was also appointed as a member of the expert committee for studying the problems leading to a mine disaster in New Kenda Mine in 1994 in which 55 persons had died and he had also been chosen by the Ministry of Coal as a member of the Expert Committee for Anjan Hill Mine Disaster in 2010 in which 14 persons had died and 34 persons seriously injured. For his significant contributions and distinguished services to the mining industry in India, he has been conferred with prestigious National Mineral Award - 1998 by the Ministry of Mines and Minerals, Govt. of India; S.S.B. Memorial Award - 2005 by ISM, Dhanbad; ASPIRE recognition by Tata Steel Limited in 2005; National Design Award-2012 at Vigyan Bhawan during 27<sup>th</sup> Indian Engineering Congress by National Design and Research Forum of Institution of Engineers (India); Eminent Mining Engineer award during 23<sup>rd</sup> National Convention of Mining Engineers at Kolkata in 2012; State Bank of India(SBI) Best Researcher Award of the year 2012-13 during the Convocation of Indian School of Mines, Dhanbad on 10<sup>th</sup> May, 2014 in the presence of the Hon'ble President of India; ISM Alumni Association Award of the year 2012-13 during the Convocation of Indian School of Mines, Dhanbad on 10<sup>th</sup> May, 2014 in the presence of the Hon'ble President of India; Indian Mining Engineering Journal Golden Jubilee Award - 2012 for his contribution in the field of Mining Education & Research; Debadutta Memorial Best Academic Management Excellence Award for the year 2011-12 on 22<sup>nd</sup> May, 2012 during National Technology Day Celebration of the Indian Mineral Industry Journal at Bhubaneswar, Odisha; SBI Best Researcher Award of the year 2011-12 during the Convocation of Indian School of Mines, Dhanbad on 23<sup>rd</sup> February, 2013; Prof S. K. Bose Memorial Award for the year 2013-14 for excellence in teaching in Mining Engineering by Mining, Geological and Metallurgical Institute of India; the certificate of merit for the year 2004-05 by the Institutions of Engineers (India) for publication of a paper in the Journal of the Institution of Engineers (India); Dewan Bahadur D.D Thacker Coal Mining (Gold) Medal for the year 2015-16 by Mining, Geological and Metallurgical Institute of India (MGMI) for his outstanding contribution to Indian Coal Mining Industry; Prince Mukarram Jah Endowment Award Lecture in 2016 by Indian Geophysical Union (IGU); and Dr. Rajendra Prasad Memorial Prize in 2016 by the Institute of Engineers (India) for research publication; and Gopabandhu Memorial Shield for securing 1<sup>st</sup> position of the University in Intermediate Science in 1979.

No Director, Key managerial personnel or their relatives, except Dr. D. C. Panigrahi to whom the resolution relates, is interested or concerned financially or otherwise in the resolution. As recommended by Nomination and Remuneration committee, the Board of Directors considered that in view of the background and experience of Dr D C Panigrahi, it would be in the interest of the company to appoint him as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders. The Board recommends the resolution set forth in Item no. 6 for the approval of the members.

**Item No. 7:**

The Board of Directors in its 376<sup>th</sup> meeting held on 30<sup>th</sup> November, 2018 had appointed Dr. Khanindra Pathak [DIN:07348780] as an Additional Director to function as an Independent Director and passed the following resolution.

**"RESOLVED THAT** pursuant to Article-39(c) of Articles of Association of the company, Section -161(1) of the Companies Act, 2013 and in terms of letter No.21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018 from Ministry of Coal, Board hereby 'takes on record' appointment of Dr.K.Pathak as an Additional Director to function as an Independent Director on the Board of Coal India Limited for one year from 17<sup>th</sup> November, 2018 or until further orders. He will hold office upto the date of next AGM or the last date on which AGM should have been held whichever is earlier.

**"FURTHER RESOLVED THAT** Company Secretary be and is hereby authorised to take further necessary action including filing necessary forms, affixing digital signature and do all such acts and deeds that may be required to give effect to the above resolution."

The Company has received a notice in writing under the provisions of Section 160 of the Companies Act, 2013 as amended from a member proposing the candidature of Dr Khanindra Pathak as a director, to be appointed as such under the provisions of Section 149 of the Companies Act, 2013. The Company has received from him (i) consent in writing to act as director in Form DIR-2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules 2014, (ii) intimation in Form DIR-8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that he is not disqualified under sub section (2) of Section 164 of the Companies Act, 2013. The resolution seeks the approval of members for the appointment of Dr Khanindra Pathak as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 in terms of Ministry of Coal letter no 21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation .

Dr. Khanindra Pathak was born in 1960 at Abhayapuri, Assam is currently Professor and Ex-HOD of the Department of Mining Engineering, IIT Kharagpur. Graduating in Mining Machinery from Indian School of Mines, Dhanbad in 1983 he served Neyveli Lignite Corporation, Tamilnadu before joining as a postgraduate student of Open-cast Mining at ISM. Prof. Pathak served in the Surface Mining Division of CMPDIL for a brief period before returning back to his alma mater in 1987 as Lecturer for teaching Drilling Technology at the Dept. of Mining Machinery, Indian School of Mines, Dhanbad. ISM sent Prof. Pathak for training at OIL, Duliajan in 1988, to teach oil and gas well drilling in Applied Geology and Applied Geophysics. On receiving the prestigious Commonwealth Academic Staff fellowship, Prof Pathak surrendered his nearly completed research on Drillability of Indian Coal Measure Rocks under late Prof. A. K. Ghose and joined Royal School of Mines, Imperial College of Science, Technology and Medicine in 1993. His PhD research was in Modelling and Prediction of Environmental Noise due to Surface Mining and Quarrying and completed his period in 1996. In 1998 Prof. Pathak became Assistant Professor in the Department of Mining Engineering, ISM Dhanbad and in 2000 he was selected as Associate Professor in the Department of Mining Engineering of Indian Institute of Technology Kharagpur. In July 2003, Dr Pathak was elevated to the Position of Professor. During February 2006 to December 2007 the Department of Mining Engineering, University of Technology, Lae, Papua New Guinea invited Dr. Pathak to serve as Professor and Head of the Department, which gave him the opportunity to work with ABET (the Accreditation Board for Engineering and Technology, Inc.) System and Pedagogy as well as with the Chamber of Mining and Petroleum of PNG as member that enabled him to understand the international mining business. Prof. Pathak has published more than 100 national and international papers on interdisciplinary subjects including surface mining, mining machinery and mine environment and also authored two technical books and contributed chapters in books published by reputed publishers. His research areas include application of Remote Sensing and GIS for resource and environmental management. Passionately involved in Pedagogic research project with the Centre of Educational Technology, IIT Kharagpur, Prof. Pathak has also contributed a chapter of Encyclopedia of Life Support System (EOLSS) published under a UNESCO project. Prof Pathak has carried out number of industrial projects in the country and abroad. The Environmental Protection Agency of Republic of Ireland through Imperial College, London implemented environmental noise modeling methods developed by Prof Pathak during his PhD for preparation of environmental noise map of the country in 2002. The concept of Equivalent Acoustic Centre for prediction and modelling of environmental noise for noise mapping and contouring

using GIS was used for this purpose. Introducing the Remote Sensing and GIS for mine closure planning in India Prof. Pathak had started offering short term courses on mine closure planning since 2001, before mine closure planning became mandatory. A software named as UMDSS for RS-GIS based mine closure planning for Umrer Mines of WCL was developed through a sponsored project by Space Application Centre, ISRO in 2005. Prof. Pathak also developed a methodology of spatial evaluation of soil and water contamination and applied for NECL mines under a project sponsored by the Central Pollution Control Board. Prof. Pathak has also been propagating the concept of Integration of CSR and EMP in mining as a means of sustainable development in and around mining sites.

One of the approaches he has popularized in the iron ore sector of mining is the Vetiver System Approach for erosion prevention and slope stabilization. Joda Mines of Tata Steel adopted this approach and Prof. Pathak demonstrated besides stabilizing and preventing erosions and rain cuts in dump slopes how vetiver system technology can transform vast barren surfaces into a green vegetation covered area within six months. This approach is now implemented in Noamundi, Katamati mines of Tatasteel, Gua and Bolani mines of SAIL, Rungta Mining Corporation's mines at Jijang and in many other places in India during the last four years. Prof. Pathak has successfully demonstrated this approach in Jharkhand, Odisha and Goa. Experiments of Vetiver Grass for management of refinery waste water by bringing the concepts of hydroponic vetiver were also carried out by Prof. Pathak and IOCL's Bongaigaon refinery is now proud of being the first refinery in the country to trap oil from the wastewater in a pond using hydroponic Vetiver. Other initiatives of Prof. Pathak led to the development of patentable magnetic sponge for oil spill removal and laboratory scale development of super hydrophobic a super oleophilic powder. A student working with Prof. Pathak has developed now innovative technique of blasting to reduce the consumption of explosives. Well known in the Indian mining industry for offering executive training programs in emerging areas and training to the practicing engineers, Prof. Pathak is often invited to deliver lectures in different parts of the country and abroad. Besides his multi-disciplinary interests in the technical problems of mining industry, he is passionately involved in science of teaching and learning. Because of this interest, the Centre of Education Technology of IIT Kharagpur inducted him as Co-PI of the prestigious national project sponsored by MHRD on Developing suitable pedagogical methods for various classes, intellectual calibers and research in e-Learning. As a part of this project, he has been training faculty of different disciplines of engineering in many institutions including IIT Roorkee, NIT Warrangle, NIT Silchar, NIT Meghalaya, BITS Mesra etc. He is also invited to train even non-technical teachers to adopt pedagogy. Known for his expertise in academic quality matters, he was a nominated member of the Internal Quality Assessment Cell of Dibrugarh University and currently Chairman of the TEQIP-III implementation Governing Body of DUIET, Dibrugarh. Prof. Pathak believes in industry-Academic collaborative research. A research project funded by the European Union for the study of Coal Bed Methane was completed in 2015 under Prof. Pathak's coordination where he was instrumental in getting CMPDIL as a partner of a consortium coordinated from Imperial College, London, along with partners from the UK, Slovakia, Slovenia, China and Spain. Prof. Pathak felt the absence of focus on Petroleum Engineering and oil and gas industry at IIT Kharagpur and introduced a course on Petroleum Engineering in 2002 and later started a Students Chapter of SPE which had about 300 student members. It was one of the very active Chapter of SPE under his guidance. At present IIT Kharagpur has a Center of Excellence for Petroleum Engineering. Prof. Pathak also formed amongst students a Mineral Economics and Mineral Policy Research Group and started addressing the issues related to minor minerals and sand mining. Students interested in this group availed the opportunity of doing research in mineral economics in collaboration with Leoben University of Austria. Well-travelled in the UK, US, Australia, Ireland, Papua New Guinea, Turkey, France and Italy, Fiji, Singapur, Japan, Taiwan, Thailand, Belgium, China, Russia, Prof. Pathak is interested in social work and was actively involved in NSS at Indian School of Mines, Dhanbad from his student life. He was also President of the Kharagpur Chapter of the Bharat Vikas Parishad and actively involved in this organization from 2001. As a connoisseur of art and literature, he used to write, play and direct One Act Plays in Hindi at ISM, Dhanbad. Poetry is his passion and still composes romantic and

patriotic verses. There are two story books in Assamese in his credit: Kakshyachyut (Displaced from Orbit) and Nirjyax (Extract). In 2012 some of his poems in Assamese were compiled in a book "Anubhaber Rong (Colour of feelings)" by a literary body of Bongaigaon District of Assam. He has translated a number of Hindi Plays to Assamese for an amateur drama group in Assam. Two such plays Adhe Adhure and Leheron ki Rajhans of the famous Hindi Dramatist, Mohan Rakesh translated by Prof. Pathak was selected by NSD in 2016 and 2018 for the North East Drama festival in Gangtok, Sikkim and National Drama Festival at Kolkata respectively.

Prof Pathak has received different scholarship and awards e.g.:

- Recipient of National Scholarship (India) from 1976-1983 (received after standing Xth in HSLC of SEBA in 1976)
- Recipient of Commonwealth Academic Staff Scholarship during 1993-1996
- Smt Bala Tandan award for the year 2007-2008 for contribution in upgrading the quality of life in the mining environment by Mining, Geological and Metallurgical Institute of India (MGMI)
- Sir John Dunn Medal from MGMI for 2008-2009
- Life Time Achievement Award for teaching and research from Indian Mining and Engineering Journal June 2014.
- National Geoscience Award 2014 (awarded on April 3, 2016 by the President of India, a citation and Rs.5 lakh)

Prof. Pathak was also a member of the Standardization Committee formed by MoEF for Environmental Clearance of Mining Projects and currently Chairman of Eastern Regional Committee of the AICTE.

No Director, Key managerial personnel or their relatives, except Dr Khanindra Pathak to whom the resolution relates, is interested or concerned financially or otherwise in the resolution. The Board of Directors considered that in view of the background and experience of Dr. Khanindra Pathak, it would be in the interest of the company to appoint him as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders. The Board recommends the resolution set forth in Item no. 7 for the approval of the members.

**Item No. 8:**

The Board of Directors in its 376<sup>th</sup> meeting held on 30<sup>th</sup> November, 2018 had appointed Shri Vinod Jain [DIN:00003572] as an Additional Director to function as an Independent Director and passed the following resolution:

**"RESOLVED THAT** pursuant to Article-39(c) of Articles of Association of the company, Section -161(1) of the Companies Act,2013 and in terms of letter No.21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018 from Ministry of Coal, Board hereby 'takes on record' appointment of Shri Vinod Jain as an Additional Director to function as an Independent Director on the Board of Coal India Limited from 17<sup>th</sup> November, 2018 and until further orders. He will hold office upto the date of next AGM or the last date on which AGM should have been held whichever is earlier.

**"FURTHER RESOLVED THAT** Company Secretary be and is hereby authorised to take further necessary action including filing necessary forms, affixing digital signature and do all such acts and deeds that may be required to give effect to the above resolution."

The Company has received a notice in writing under the provisions of Section 160 of the Companies Act, 2013 as amended by Companies (Amendment) Act 2017, from a member proposing the candidature of Shri Vinod Jain as a director, to be appointed as such under the provisions of Section 149 of the Companies Act, 2013. The Company has received from him (i) consent in writing to act as director in Form DIR-2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules 2014, (ii) intimation in Form DIR-8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that he is not

disqualified under sub section (2) of Section 164 of the Companies Act, 2013. The resolution seeks the approval of members for the appointment of Shri Vinod Jain as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 in terms of Ministry of Coal letter no 21/33/2018-BA (iii) dated 17<sup>th</sup> November, 2018. He is not liable to retire by rotation.

CA Vinod Jain is commerce graduate with Honours from Shri Ram College of Commerce in 1976 and passed LLB in 1979. Shri Jain passed CA Intermediate Examination in November, 1977 with 7<sup>th</sup> Rank in all India Merit List, Final Examination in November, 1979 with 13<sup>th</sup> Rank on All India merit list and became a Fellow Member of The Institute of Chartered Accountants of India. He qualified in Company Secretary Examination in December 1979 and became a Fellow Member of the Institute of Company Secretaries of India. He also qualified in Cost Accountant exam in the year 1983 and became a Fellow Member of the Institute of Cost Accountants of India. He is a Diploma holder in Information System Audit (DISA) from the Institute of Chartered Accountants of India in 2004. CA Vinod Jain has about 40 years of experience in the field of Taxation, Audit, Accounting, Finance, Banking, Law, Education and strategic planning and business management. Shri Vinod Jain started his career with Apollo Tyres Limited. He is Managing Partner of Vinod Kumar & Associates, Chartered Accountants. He was a Statutory Auditor of different Banks and Insurance Companies. He worked as Legal Representative and Attorney of various clients before Securities Appellate Tribunal (SAT), National Company Law Tribunal (NCLT), NCLAT and Income Tax Appellate Tribunal (ITAT). He is also Chairman of Inmacs Management Services Limited. Shri Jain was the Chairman of Northern India Regional Council of The Institute of Chartered Accountants of India (1983-84). He was a Central Council Member of 'The Institute of Chartered Accountants of India' from 1998 to 2004 and 2007 to 2013 and supervised as a Member of the Council, Investigation and disciplining of Chartered Accountants. Shri Jain also served as Chairman, Board of Studies of the Institute of Chartered Accountants of India from 2010 to 2011 being in charge and overall responsibility for the Chartered Accountants education of about 1 million CA students in the country. He served as Chairman of Financial Market and Investors Protection Committee for 5 years, Professional Development Committee, Management Accounting Committee for 4 years & Expert Advisory Committee of ICAI. He had also served as a member of Accounting Standard Board, Auditing and Assurance Standard Board, Public Finance Committee, Information Technology Committee, Insurance Committee etc. CA Vinod Jain was Founder and National Director and Dean of One Year Certificate Course in Finance (MBF) from July, 2009 to February, 2013. Shri Jain was Founder and National Director of 3 months Certificate Course on Valuation conducted by The Institute of Chartered Accountants of India. Shri Jain was National Director of Certificate Course on Forex Risk and Treasury Management of ICAI from 2010 to 2013. He has also served on different Committees of Central Board of Direct Taxes, Ministry of Corporate Affairs and following committees of Securities and Exchange Board of India (SEBI):

- i) SEBI "Committee on Primary Markets Advisory".
- ii) SEBI "Secondary Market Advisory Committee".
- iii) SEBI "Mutual Fund Advisory Committee".
- iv) SEBI "Take-over Code Committee".
- v) SEBI Sub Committee on "Entry Qualification in the Primary Market".

Shri Jain has been elected member of National Council of CII and a former National President of ANMI (Association Of National Stock Exchanges members of India). Presently Shri Jain is a Member, High Powered Committee, appointed by Finance Ministry to simplify Income Tax Law. Shri Vinod Jain has bagged many Awards and Honours. He holds directorship at Inmacs Limited, Infrastructure Projects and Engineers Pvt. Ltd., Inmacs Microsystems Pvt. Ltd., Intergria Technologies Pvt. Ltd., Inmacs Management services Ltd., Five Square Agro Gold Pvt. Ltd., Aptel Softek System Pvt. Ltd., Auatech Hong Kong Pvt. Ltd. and Inmacs Managements Services Limited- British Virgin Islands. He also holds Directorship in SECL from 14<sup>th</sup> March 2017 till 16<sup>th</sup> November, 2018.

No Director, Key managerial personnel or their relatives, except Shri Vinod Jain to whom the resolution relates, is interested or concerned financially or otherwise in the resolution. The Board of Directors considered that in view of the background and experience of Shri Vinod Jain, it would be in the interest of the company to appoint him as an Independent Director of the Company from 17<sup>th</sup> November, 2018 till 16<sup>th</sup> November, 2019 or until further orders. The Board recommends the resolution set forth in Item no. 8 for the approval of the members.

**Item No. 9:**

The Board on the recommendation of the Audit Committee, had approved the appointment and remuneration of the Cost Auditor to conduct the audit of the cost records of the CIL Standalone for the financial year ended March 31, 2019 in its 372<sup>nd</sup> meeting held on 25<sup>th</sup> September, 2018 and passed the following resolution as per the following details

**Name of the Cost Auditor:- M/s Balwinder & Associates**

**Audit Fees:-** (a) Cost Audit for 2018-19: Rs.2,01,094./-

(b) The travelling and out of pocket expenses will be reimbursed at actuals restricted to 50% of audit fees.

(c) Applicable taxes shall be paid extra.

In accordance with the provisions of Section 148(3) of the Act read with the Companies (Audit and Auditors) Rules, 2014, remuneration payable to **M/s Balwinder & Associates**, Cost Auditor has to be ratified by the shareholders of the Company.

Accordingly, consent of the shareholders is sought for passing an Ordinary Resolution as set out at Item No. 9 of the Notice for ratification of remuneration payable to **M/s Balwinder & Associates**, Cost Auditor for the financial year ended March 31, 2019.

No director, key managerial personnel or their relatives, is interested or concerned financially or otherwise in the resolution. The Board recommends the resolution set forth in Item no 9 for the approval of the members.

**Item No. 10:**

The Board of Directors through Circular resolution dated 10th July, 2019 had appointed Shri Sanjiv Soni, [DIN:08173548] as an Additional Director to function as Director (Finance), CIL and passed the following resolution.

**"RESOLVED THAT** pursuant to Article-39(c) of Articles of Association of the company, Section -161(1) of the Companies Act,2013 and in terms of letter No.21/23/2018-BA dated 10th July, 2019 from Ministry of Coal, Board hereby 'takes on record' appointment of Shri Sanjiv Soni as an Additional Director to function as Director(Finance), CIL on the Board of Coal India Limited from 10th July, 2019 till 30.06.2021 or until further orders. He will hold office upto the date of next AGM or the last date on which AGM should have been held whichever is earlier.

**"FURTHER RESOLVED THAT** Company Secretary be and is hereby authorised to take further necessary action including filing necessary forms, affixing digital signature and do all such acts and deeds that may be required to give effect to the above resolution."

The Company has received a notice in writing under the provisions of Section 160 of the Companies Act, 2013 as amended by Companies (Amendment) Act 2017, from a member proposing the candidature of Shri Sanjiv Soni as a director, to be appointed as such under the provisions of Section 149 of the Companies Act, 2013. The Company has received from him (i) consent in writing to act as director in Form DIR 2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules 2014, (ii) intimation in Form DIR 8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that he is not disqualified under sub section (2) of Section 164 of the Companies Act, 2013. The resolution seeks the

approval of members for the appointment of Shri Sanjiv Sonias a Whole Time Director of the Company from 10th July, 2019 till 30.06.2021 or until further orders in terms of Ministry of Coal letter no 21/23/2018-BA dated 10th July, 2019. He shall be liable to retirement by rotation.

Shri Sanjiv Soni has assumed the charge of Director (Finance), CIL on 10th July, 2019. Prior to that he was Director (Finance) of Eastern Coalfields Limited from 19.06.18. He was born on 18th June, 1961 and graduated in commerce from St. Xavier's College, Kolkata and is a member of the Institute of Chartered Accountants of India and the Institute of Cost Accountants of India and. Shri Soni has wide experience of over 32 years and has served the Coal Industry in different capacities. Shri Soni joined CMPDI on 27.05.1986. Prior to joining as Director (Finance) of Eastern Coalfields Limited, he worked as General Manager (Finance), IAD at WCL HQ, Nagpur. During his professional career Shri Soni worked in different capacities at CMPDI. He was in-charge of finance function for UNDP/GEF/GOI- Coal Bed Methane Recovery & Utilization project implemented jointly by CMPDI/BCCL/GOI/UNDP. Shri Soni, while head of Internal Audit Deptt., at WCL, took various initiatives towards building-up robust internal controls. He has visited Vienna, Austria in the Year 2004 on account of CBM project implementation and Toronto, Canada for PDAC 2019 as member of CIL delegation.

No Director, Key managerial personnel or their relatives, except Shri Sanjiv Soni to whom the resolution relates, is interested or concerned financially or otherwise in the resolution. The Board of Directors considered that in view of the background and experience of Shri Sanjiv Soni, it would be in the interest of the company to appoint him as a Whole time Director of the Company from 10th July' 2019 till 30.06.2021 or until further orders. The Board recommends the resolution set forth in Item no. 10 for the approval of the members.

**Map: From Coal India Limited, Rajarhat to Science City**





COAL INDIA LIMITED  
A MAHARATNA COMPANY  
CIN: L23109WB1973GOI028844

Registered office-Coal Bhawan, Premises No-04 MAR, Plot No-AF-III, Action Area-1A,  
New town, Rajarhat, Kolkata-700156

PHONE: 033-23245555, FAX: 033-26246510, www.coalindia.in

**PROXY FORM**

**FORTY FIFTH ANNUAL GENERAL MEETING**

DP ID	CLIENT ID	FOLIO NO	NO OF SHARE(S) HELD

I/We \_\_\_\_\_ of \_\_\_\_\_ in the district of \_\_\_\_\_ being a Member/Members of Coal India Limited, hereby appoint \_\_\_\_\_ of \_\_\_\_\_ in the district of \_\_\_\_\_ or failing him/her \_\_\_\_\_ of \_\_\_\_\_ or failing him/her \_\_\_\_\_ of \_\_\_\_\_ as my/our Proxy to attend and vote for me/us and on my/our behalf at the forty-fifth Annual General Meeting of the Company to be held on Wednesday, the 21<sup>st</sup> August, 2019 at 10.30 A.M. at Science City, Auditorium, JBS Haldane Avenue, Kolkata -700046 and at any adjournment thereof.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2019 \_\_\_\_\_

Affix  
Revenue  
Stamp

Signature of Shareholder

Signature of 1 <sup>st</sup> Proxy-holder	Signature of 2 <sup>nd</sup> Proxy-holder	Signature of 3 <sup>rd</sup> Proxy holder

**NOTES:-**

- The Proxy form must be received at Coal India Limited, Coal Bhawan, 3rd floor, core-2, Premises No-04 MAR, Plot No-AF-III, Action Area-1A, New town, Rajarhat, Kolkata-700156 not less than 48 hours before the commencement of the Annual General Meeting.**
- When a member appoints a Proxy and both the members and Proxy attend the meeting, the Proxy will stand automatically revoked.
- Members/Proxy holders are requested to bring their copy of the Annual Report for reference at the meeting.
- No instruments of proxy shall be valid unless,
  - In the case of an individual shareholder, it is signed by him/her or his/her attorney, duly authorised in writing;
  - In the case of joint holder, it is signed by the shareholder first named in the register or his/her attorney, duly authorised in writing;
  - In the case of a body corporate signed by its officer or an attorney duly authorised in writing and deposited with the company 48 hours before the commencement of the meeting.
- An instrument of Proxy deposited with the Company shall be irrevocable and final.
- A person can act as proxy on behalf of members not exceeding 50 and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. A member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.





**COAL INDIA LIMITED**

A MAHARATNA COMPANY

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**ATTENDANCE SLIP**

(to be surrendered at the time of entry)

Date: **Wednesday, 21<sup>st</sup> August'2019 at 10.30 A.M**

Venue: Science City, Auditorium, JBS Haldane Avenue, Kolkata -700046

I hereby record my presence at the Forty-fifth Annual General Meeting of the company

Name of Shareholder :-

Registered Address of the Shareholder :-

Name of Joint Holders :-

Regd. Folio/DPID/Client ID No. :-

Number of Shares :-

Name of Proxy/Representative, if any :-

Signature of Member(s)/Proxy/Representative:-

**Note:**

Shareholders/Proxy/Representatives are requested to produce this Attendance Slip signed, for admission to meeting hall. The admission may, however, be subject to further verification/checks, as may be deemed necessary. **Under no circumstances, any duplicate Attendance Slip** will be issued at the entrance to the meeting hall.

.....tear here.....

**FOR IMMEDIATE ATTENTION OF THE SHAREHOLDER**

<b>ELECTRONIC VOTING PARTICULARS</b>		
<b>Electronic Voting Sequence Number</b>	<b>User ID</b>	<b>Password</b>

Please read the instructions for e-voting as set out in notice of 45<sup>th</sup> Annual General Meeting dated 12<sup>th</sup> July' 2019. The E-voting period starts from **18<sup>th</sup> August' 2019, 09.00 A.M. IST and ends at 20<sup>th</sup> August' 2019, 05.00 P.M IST**. At the end of the E-voting period, the portal where the votes are cast shall be blocked.