



30<sup>th</sup> April 2024

BSE Limited,  
Corporate Relationship Department,  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai 400 001.  
Tel.: 2272 1233/34 Fax: 22721919

Dear Sir,

**Scrip Code: 506854**

**Sub: Postal Ballot Advertisement.**

In furtherance to our letters dated 21<sup>st</sup> April, 2024 and 29<sup>th</sup> April, 2024, we have enclosed copies of the advertisement published on 29th April, 2024 in Business Standard (English) and Makkal Kural (Tamil, Regional language) respectively regarding postal ballot notice.

The Notice is also available at the Company's website viz., [www.tanfac.com](http://www.tanfac.com).

This is for your information and records.

Thanking You.

Yours Faithfully,

**For M/s. TANFAC Industries Limited**

**(N R Ravichandran)**  
**Chief Financial Officer**  
Encl: As above

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**TANFAC INDUSTRIES LIMITED**

**(Joint Sector Company with TIDCO and Anupam Rasayan India Ltd.)**

Registered Office & Factory: 14, SIPCOT Industrial Complex, Cuddalore – 607 005, Tamil Nadu, India Tel: + 91 4142 239001 – 05 | Fax: + 91 4142 239008 | Website: [www.tanfac.com](http://www.tanfac.com)  
Chennai Office: Oxford Centre, 1st Floor, 66, Sir C.P. Ramaswamy Road, Alwarpet, Chennai 600 018, TN, India  
Tel.: +91-44-2499 0451/0561/0464 Fax: +91-44-2499 3583  
GST: 33AAACT2591A1ZU | CIN: L24117TN1972PLC006271

**TANFAC INDUSTRIES LIMITED**

CIN : L24117TN1972PLC006271

Registered Office: Plot No. 14, SIPCOT Industrial Complex, Kudikadu, Cuddalore, Tamil Nadu - 607005; Tel No. 04142-239001 / 239002; Fax: 04142-239008 Email ID: Tanfac.in@anupamrasayan.com Website: www.tanfac.com

**NOTICE**

Notice is hereby given that pursuant to provisions of Section 108 and 110 of the Companies Act, 2013 (the "Act") read with Rule 20 and 22 of The Companies (Management and Administration) Rules, 2014 ("Rules"), Secretarial Standard-2 on General Meeting (the "SS-2") and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the "Listing Regulations") as amended from time to time and such other applicable laws and regulations, read with General Circular Nos. 14/2020 dated 8th April 2020, 17/2020 dated 13th April, 2020, 22/2020 dated 15th June, 2020, 33/2020 dated 28th September, 2020, 39/2020 dated 31st December, 2020, 10/2021 dated 23rd June, 2021, 20/2021 dated 8th December, 2021 and 11/2022 dated 28th December 2022 issued by Ministry of Corporate Affairs (collectively "MCA Circulars"). In view of the current circumstances prevailing due to COVID-19 pandemic and in furtherance to the above said MCA Circulars, the Company will send Postal Ballot Notice only by email to all its shareholders who have registered their email addresses with the Company / Registrar and Share Transfer Agent ("RTA") or Depository/Depository Participants and the communication of assent / dissent of the Members will take place only through the remote e-voting system to transact the special business as set out in the Postal Ballot Notice dated 22.04.2024. This Postal Ballot process is accordingly being initiated in compliance with the above-mentioned MCA Circulars.

Item No.	Particulars	Resolution Type
1	Appointment of R. Karthikeyan (DIN: 00824621) as Director of the Company	Ordinary Resolution

In compliance with the above-mentioned provisions and MCA circulars, the electronic copies of Postal Ballot Notice ("Notice") along with the Explanatory Statement has been sent on Monday, 29th April, 2024 to those Members whose names appeared in the Register of Members / List of Beneficial Owners maintained by the Company / Depositories respectively as on Friday, 26th April, 2024, (the 'Cut-off date') and whose e-mail IDs are registered with the Company / Depositories. For receiving copy of postal ballot notice, members who have not yet registered their email addresses are requested to get their email addresses registered with M/s.Integrated Registry Management Services Private Limited., Registrar and Transfer Agent of the Company. In accordance with the above-mentioned Circulars, members can vote only through remote e-voting process. Further, pursuant to the aforesaid circulars the requirement of sending physical copies of the Notice, postal ballot forms and pre-paid business reply envelopes has been dispensed with.

The Notice of the Postal Ballot is uploaded on the Company's website [www.tanfac.in](http://www.tanfac.in). The Notice can also be accessed from the websites of the Stock Exchanges i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com) and the Notice is also available on the website of CDSL (agency for providing the Remote e-Voting facility) i.e. [www.evotingindia.com](http://www.evotingindia.com).

Members, have not registered their e-mail address with the company, may get their e-mail addresses registered with M/s.Integrated Registry Management Services Private Limited., (Registrar & Share Transfer Agent - RTA) by sending mail to 'kalyan@integratedindia.in'.

**Instructions for remote e-voting:**

- In Compliance with the provisions of Section 108 and 110 of the Act read with Rules 20 and 22 of Companies (Management and Administration) Rules, 2014, Regulation 44 of the SEBI Listing Regulations as amended from time to time, SS-2 and MCA Circulars, the Members are provided with the facility to cast their vote electronically through remote e-voting services of CDSL. Instructions for remote e-voting are provided in the Notice. Any query/grievance in relation to voting by electronic means can be addressed to CDSL, Mr. Rakesh Dalvi, Sr.Manager, CDSL, A Wing, 25th Floor, Marathon Futorex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai – 400 013. Email: [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com), Tel: 022-23058542/43.
- In terms of SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.
- Voting rights of the members has been reckoned as on Friday, 26th April, 2024, which is the cut-off date.
- E-voting would commence on Wednesday, 1st May, 2024 from 09:00 AM IST and would end on Thursday, 30th May, 2024 at 05:00 PM IST. The e-voting module shall be disabled by CDSL thereafter.
- Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in the notice:  
In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to [tanfac.cosecy@anupamrasayan.com](mailto:tanfac.cosecy@anupamrasayan.com). In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to [tanfac.cosecy@anupamrasayan.com](mailto:tanfac.cosecy@anupamrasayan.com). Alternatively shareholder/members may send a request to [www.evotingindia.com](http://www.evotingindia.com) for procuring user id and password for e-voting by providing above mentioned documents.
- The Company has appointed Ms.Kalyani Srinivasan (Membership No.5854 and CoP No.6047), Practicing Company Secretary, Chennai, as the scrutinizer for conducting the postal ballot process by e-voting in a fair and transparent manner.
- The results of the postal ballot e-voting will be announced within two working days and shall be placed on the website of the Company, i.e., [www.tanfac.com](http://www.tanfac.com) and the website of CDSL and also be communicated to BSE Limited (BSE), where the equity shares of the Company are listed.

By the order of the Board  
Tanfac Industries Limited  
N R RAVICHANDRAN  
Chief Financial Officer

Place : Cuddalore  
Date : 29.04.2024

**TANFAC INDUSTRIES LIMITED**

TANFAC

CIN : L24117TN1972PLCC08271  
 Registered Office: Plot No. 14 SIPCOT Industrial Complex, Kudikad, Cuddalore, Tamil Nadu - 607005; Tel No. 04142-239001 / 239002.  
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By the order of the Board  
 Tanfac Industries Limited  
 N R RAVICHANDRAN  
 Chief Financial Officer

Place : Cuddalore  
 Date : 29.04.2024