



**MEGHALAYA POWER TRANSMISSION CORPORATION LIMITED**

**OFFICE OF THE COMPANY SECRETARY**

Corporate Identification Number: U40101ML2009SGC008393

Registered Office: Lumjingshai, Short Round Road, Shillong-793001

Telephone No: 0364-2591074; Fax no: 0364-2590355; Website address: www.meecl.nic.in

MePTCLUCS/GM/2012/1243

**NOTICE OF THE ADJOURNED NINTH ANNUAL GENERAL MEETING**

To,

1. Smt R.V. Suchiang, IAS, Chairperson-cum-Managing Director & Member
2. Smt R.V. Suchiang, IAS, Chairperson-cum-Managing Director, MeECL representing the MeECL, Member
3. Shri C.V.D. Diengdoh, IAS, Director (Corporate Affairs) & Member
4. Shri Arunkumar Kembhavi, IAS, Director (Finance) & Member
5. Dr. Manjunatha C, IFS, Secretary to the Government of Meghalaya, Power Department & Member
6. Shri E.B. Kharmujai, Director (Transmission), MePTCL, Member
7. Shri M.K. Chetri, Director (Distribution), MePDCL & Member
8. Shri L.M. Sangma, Independent Director
9. M/s Hari Singh & Associates, Chartered Accountants, Guwahati, Statutory Auditors for financial year 2017-18.
10. M/s Subhasis Bosu & Co., Company Secretaries, Secretarial Auditor for the FY 2017-18.
11. M/s Bandyopadhyaya Bhaumik & Co. Cost Accountant, Cost Auditor for the financial year 2017-18.

Shorter Notice is hereby given that the adjourned ninth Annual General Meeting of the Company will be held through video conferencing (VC) on Friday, the 17<sup>th</sup> day of September, 2021 at 6:00 p.m. at the registered office of the Company at MeECL's conference room at Lumjingshai, Shillong – 793001.

The link to attend the adjourned ninth Annual General Meeting will be emailed simultaneously to all the Members, Directors and Auditors of the Company. All are requested to attend and participate in the meeting through VC. For any assistance, the office of the Company Secretary may be contacted at email address 'companysecretarymeecl@gmail.com' before or during the scheduled time of the above meeting.

The following business will be transacted at the meeting:

**ORDINARY BUSINESS:**

Ordinary Resolution:

1. TO RECEIVE, CONSIDER AND ADOPT THE REPORTS OF THE BOARD OF DIRECTORS, BALANCE SHEET AS AT 31<sup>ST</sup> MARCH, 2018, STATEMENT OF PROFIT & LOSS ACCOUNT FOR THE YEAR ENDED ON 31<sup>ST</sup> MARCH, 2018 AND AUDITORS' REPORT THEREON AND ALSO THE COMMENTS OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA.

Dated: 31<sup>st</sup> August, 2021

Registered office:

Lumjingshai, Short Round Road,  
Shillong -793001, Meghalaya, India

By Order of the Board

  
Company Secretary



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### Notes:

1. In view of the continuing COVID-19 pandemic, the Ministry of Corporate Affairs vide circular dated 13<sup>th</sup> January, 2021 has allowed the companies to conduct the Annual General Meeting through video conferencing (VC) on or before 31<sup>st</sup> December, 2021 in accordance with the requirements provided in paragraph 3 and 4 of the MCA General Circular No. 20/2020.
2. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and a poll to vote instead of himself, and he need not be a member of the company. Since this general meeting will be held through VC, where physical attendance of members in any case has been dispensed with, there is no requirement of appointment of proxies. Accordingly, the facility of appointment of proxies by members will not be available for this meeting. However, in pursuance of section 112 of the Companies Act, 2013 i.e. 'Representation of President and Governors in meetings' and section 113 section 112 of the Companies Act, 2013 i.e. 'Representation of corporations at meeting of companies and of creditors', representatives of the members may be appointed for the purpose of participation and voting in the meeting held through VC.
3. The Notice of the above Annual General Meeting shall be placed in the website of the company at [www.meecl.nic.in](http://www.meecl.nic.in).
4. The audited annual accounts, Auditors reports, Directors Report etc. will be emailed to the Members and other participants.
5. The Members are requested to notify changes (if any, in their address, email id. etc.) to the Company.
6. The Notice of the AGM shall be sent electronically to all the Members, Directors and Auditors at their email ids which are registered/available with the Company unless a physical copy of the same is requested.
7. The deemed venue for AGM shall be the Registered Office of the Company at MeECL's conference room at Lumjingshai, Shillong – 793001.
8. Members attending the AGM shall be counted for the purpose of reckoning the quorum under section 103 of the Companies Act, 2013.
9. The proceedings of the Meeting will be recorded as required under Companies Act, 2013 read with rules made and circulars issued thereunder. The Company shall maintain a recorded transcript of the meeting in safe custody and shall make the same available on the Company's website, as soon as possible.
10. The Company has been maintaining the statutory registers at its registered office at MeECL's conference room at Lumjingshai, Shillong – 793001, the registers will be made accessible for inspection through electronic mode and shall remain open and be accessible to any member during the continuance of the meeting.

### Instructions for attending the AGM through VC.

Members will be able to attend the AGM through VC by following procedure:

1. The link to attend the AGM through zoom link will be made available on the Email Id of the shareholders, Directors and Auditors as registered with the company. Enter the login credentials mentioned in your email.



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2. The facility of joining the AGM through VC shall be kept open 15 minutes before the time scheduled for the AGM and shall not be closed till the expiry of 15 minutes after scheduled time.
3. The video-conference shall allow two way teleconferencing for the ease of participation of the members and the participants.
4. Members are requested to cast their vote by a show of hands in the meeting unless demand for poll is made by any Member or Chairman. If demand for poll is made by Chairman or any Member, Members are requested to convey their assent or dissent on the resolution by sending emails through their registered email address on 'companysecretarymeecl@gmail.com' result of the poll shall be deemed to be the decision of the meeting on the resolution on which the poll was taken.
5. **Further, all participants will be required to allow camera, if any, and hence use internet with a good speed to avoid any disturbance during the meeting.**
6. While all efforts will be made to make the VC meeting smooth, participants connecting through mobile devices, tablets, laptops, etc. may, at times, experience audio/video loss due to fluctuation in their respective networks. Use of a stable Wi-Fi or LAN connection can mitigate some of the technical glitches.

Dated: 31<sup>st</sup> August, 2021

Registered office:

LumJingshai, Short Round Road,  
Shillong -793001, Meghalaya, India

By Order of the Board



Company Secretary