

SUNDAY, AUGUST 25, 2019

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11/9/2019 - 17:00 hrs.

**E011900179** - Periodic Non Destructive Testing of Man Winding Systems in SCCL for two years. - 11/9/2019 - 17:00 hrs.

**E051900170** - Procurement of Hot to Hot Shell jointing Paste for use at Central Work Shop - 11/9/2019 - 17:00 hrs.

**E071900194** - Procurement of hoses for EX1200 Hydraulic Excavator on rate contract for a period of 2 years - 16/09/2019 - 17:00 hrs.

**E194900189** - Providing 10 Tonne hired Non-Tipper (Long Chassis) Lorry No. to JVR OC- II Mine, KGM Area in place of SCCL Lorries for 5 Years. - 16/09/2019 - 17:00 hrs.

General Manager (MP)

PR/2019-20/MP/LWA/51

### UNITED DRILLING TOOLS LIMITED

CIN: L29199DL1985PLC015796

Reg. Office: 139A, First Floor, Antriksh Bhawan, 22 K G Marg, New Delhi-110001  
Corporate Office: A-22, Phase-II, Noida - 201305

E-mail: [compsect@udtltd.com](mailto:compsect@udtltd.com) Website: [www.udtltd.com](http://www.udtltd.com)  
Phone: +91-0120-2462673, 0120-4842400 Fax: +91-0120-2462675

### NOTICE OF 37<sup>TH</sup> AGM, E-VOTING AND BOOK CLOSURE

The notice is hereby given that:

- The 37<sup>th</sup> Annual General Meeting ('AGM') of the Company will be held at Maharani Bagh Community Centre, 1 Central Avenue, Maharani Bagh, New Delhi- 110065 on Friday, 20<sup>th</sup> September, 2019 at 11:00 A.M. to transact the Ordinary and Special Business, as set out in the Notice of AGM;
- Electronic Copies of the Notice of AGM and Annual Report for 2019 have been sent to all members whose email IDs are registered with the Depository Participants. The same is also available on the Company's Website [www.udtltd.com](http://www.udtltd.com). Physical copies of the Notice of AGM and Annual Report for 2019 have been sent to all other members at their registered address in the permitted mode. The dispatch of Notice of AGM has been completed on 24<sup>th</sup> August, 2019.
- Members holding shares either in physical form or in dematerialized form, as on the cut-off date of 13<sup>th</sup> September, 2019 may cast their vote electronically on the Ordinary and Special Business as set out in the Notice of AGM through electronics voting system of Central Depository services (India) Limited (CDSL) from a place other than venue of AGM ("remote e-voting"). All the members are informed that:
  - The Ordinary and the Special Business as set out in the Notice of AGM may be transacted through voting by electronics means;
  - The remote e-voting shall commence on Tuesday, 17<sup>th</sup> September, 2019 at 10:00 A.M.
  - The remote e-voting shall end on Thursday, 19<sup>th</sup> September, 2019 at 05:00 P.M.
  - The cut-off date for determining the eligibility to vote by electronic means or at the AGM is 13<sup>th</sup> September, 2019.
  - Any person, who acquire shares of the Company and become member of Company after dispatch of the Notice of AGM and holding shares as of cut-off date may obtain the login ID and password by sending a request at [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com). However, if person is already registered with CDSL for e-voting then existing user ID and password can be used for casting vote;
  - Members may note that: a) the remote e-voting module shall be disabled by CDSL after the aforesaid date and time for voting and once the vote on a resolution is cast by the members, the member shall not be allowed to change it subsequently; b) the facility for voting through ballot paper shall be made available at the AGM; c) the member may participate in the general meeting even after exercising his right to vote through remote e-voting but shall not be allowed to vote again in the meeting; and d) a person whose name is recorded in the register of members or in the register of beneficial members maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting or voting at the AGM through ballot paper;
  - The Notice of AGM is available on the Company's website [www.udtltd.com](http://www.udtltd.com) and also on Stock Exchange's website [www.bseindia.com](http://www.bseindia.com); and
  - In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com). Members may also write to the Company Secretary at the above mentioned email ID or the Registered Office address.

### BOOK CLOSURE

The Register of Members and the Share Transfer books of the Company will remain closed from Saturday, the 14<sup>th</sup> day of September, 2019 to Friday, the 20<sup>th</sup> day of September, 2019 (both days inclusive).

For United Drilling Tools Limited  
Sd/-

Pramod Kumar Ojha  
Company Secretary & Compliance Officer

Place: Noida  
Date: 24<sup>th</sup> Aug, 2019

all Members appearing on the Company's List of Members as on 9<sup>th</sup> August, 2019:

a) Electronically to those, whose email addresses are registered with the Company or whose email addresses were available with the Depositories; and

b) By courier to those, whose email addresses were not accessible. Members, who do not receive the Annual Report in the course of time, should approach the Registered Office of the Company, at the above address, to obtain another copy of the said Report.

The Annual Report 2018-19 including the Notice convening the AGM, together with the Statement under Section 102 of the Companies Act, 2013 ("the Act") and voting instructions, are available on the Company's website [www.ushamartin.com](http://www.ushamartin.com) and The National Securities Depository Limited ("NSDL") e-voting website [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

NOTICE is also hereby given pursuant to Section 91 of the Act that the Register of Members and Share Transfer Books of the Company shall remain closed from **15<sup>th</sup> September, 2019 to 21<sup>st</sup> September, 2019 (both days inclusive)**, for the purpose of AGM. Members entitled to attend the AGM may appoint one or more proxies to attend in their stead. Proxies in order to be effective must comply with the provisions of Section 105 of the Act read with Rule 19 of the Companies (Management & Administration) Rules, 2014, as amended. The instrument of Proxy must be lodged with the Company not less than 48 hours before the Meeting.

### Attention of the Members is brought to the following:

- The proposed business as given in the Notice convening the AGM will be transacted electronically through the e-Voting facility, from a place other than the venue of the AGM ("remote e-Voting"), made available by NSDL.
- The remote e-Voting window will begin from **9.00 A.M. on Wednesday, 18<sup>th</sup> September, 2019** and close at **5.00 P.M. on Friday, 20<sup>th</sup> September, 2019**. During this period, Members of the Company, holding Shares either in physical form or in dematerialized form, as on the cut-off date ("record date") i.e., **14<sup>th</sup> September, 2019**, may cast their vote electronically. The e-Voting module shall be disabled by NSDL for voting thereafter.
- A person, whose name is recorded in the Register of Members as on the cut-off date i.e., 14<sup>th</sup> September, 2019 shall be entitled to avail the facility of either remote e-Voting or voting at the AGM.
- Persons, who have acquired Shares and have become Members of the Company after the despatch of the Notice for the AGM, as aforesaid but before the cut-off date, will follow instructions as given under Note No. 15 of the Notice for the AGM, as available on the website of the Company and that of NSDL as stated above, for casting their votes electronically.
- The facility for voting through Ballot Paper shall also be made available at the AGM to the Members. Members who have not cast their vote by remote e-Voting shall be able to exercise their right to vote at the Meeting through Ballot Paper.
- A Member may participate in the AGM even after exercising his right to vote through remote e-Voting but shall not be entitled to vote at the AGM again.
- A Member as on the cut-off date shall only be entitled to avail voting through remote e-Voting facility or at the AGM, as the case may be.
- In case you have any queries or issues regarding remote e-Voting, you may refer the Frequently Asked Questions ("FAQs") and remote e-Voting user manual for Shareholders available at the "downloads" section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free No.: **1800-222-990**. In case of any grievance of voting by electronic means, you may please contact NSDL officials at (022) 24994360 or send an email to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). Further queries relating to voting by electronic means or Resolutions proposed to be passed at the ensuing AGM, may be addressed to Mrs. Shampa Ghosh Ray, Company Secretary at the Registered Office of the Company or at email: [investor@ushamartin.co.in](mailto:investor@ushamartin.co.in) or may call at (033) 74008300.

Place: Kolkata  
Date: 24.08.2019

For Usha Martin Limited  
Shampa Ghosh Ray  
Company Secretary

New Delhi