

## ANNUAL GENERAL MEETING

**NOTICE** is hereby given that the Seventh Annual General Meeting of L&T SAPURA SHIPPING PRIVATE LIMITED will be held on Monday, August 21, 2017 at 11 a.m. at Mount Poonamallee Road, P.O. Box No.:979, Manapakkam, Chennai – 600089 to transact the following business:

### **ORDINARY BUSINESS:**

1. To consider and adopt the audited financial statements of the Company for the year ended March 31, 2017, and the Reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of Mr. Reza Bin Abdul Rahim (DIN: 05181489), who retires by rotation and being eligible offers himself for re-appointment.
3. To appoint a Director in place of Mr. Satish Palekar (DIN: 07152099), who retires by rotation and being eligible offers himself for re-appointment.
4. To consider and, if thought fit, to pass with or without modification, the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** pursuant to the provisions of section 139 and other applicable provisions, if any, of the Companies Act, 2013 and the Rules framed thereunder, as amended from time to time, M/s. Sharp and Tannan, Chartered Accountants (Firm Registration No. 109982W), be and is hereby re-appointed as Statutory Auditors of the Company to hold office from the conclusion of this Seventh Annual General Meeting (AGM) till the conclusion of the tenth AGM, subject to ratification by the Members at every Annual General Meeting to be held during the said period and at remuneration as may be agreed upon by the Board and the Auditors.”

By Order of the Board of Directors  
**FOR L&T SAPURA SHIPPING PRIVATE LIMITED**

Place: Mumbai  
Date: 28.07.2017



**COMPANY SECRETARY**  
**(M. No: A39709)**

**NOTES:**

A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY AND WHERE THAT IS ALLOWED TO ATTEND AND VOTE INSTEAD OF HIMSELF AND A PROXY NEED NOT BE A MEMBER.

PROXIES IN ORDER TO BE EFFECTIVE MUST BE RECEIVED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN FORTY EIGHT HOURS BEFORE THE COMMENCEMENT OF THE MEETING.

Pursuant to Section 105 of the Companies Act, 2013 and Rule 19 of the Companies (Management & Administration) Rules, 2014, a person can act as a proxy on behalf of members not exceeding 50 and holding in aggregate not more than 10% of the total share capital of the Company carrying voting rights. In case a proxy is proposed to be appointed by a member holding more than 10% of the total share capital of the Company carrying voting rights, then such proxy shall not act as a proxy for any other person or shareholder.

(ANNEXURE TO NOTICE DATED JULY 28, 2017)  
**DETAILS OF DIRECTORS SEEKING APPOINTMENT/RE-APPOINTMENT AT THE FORTHCOMING  
 ANNUAL GENERAL MEETING**  
 (PURSUANT TO SS 2 ON GENERAL MEETING)

<b>Name of the Director</b>	<b>REZA RAHIM</b> (DIN: 05181489)	<b>SATISH PALEKAR</b> (DIN: 07152099)
<b>Date of Birth / Age</b>	22/09/1975	19/01/1962
<b>Date of first appointment on the Board</b>	25/01/2012	13/05/2015
<b>Qualifications</b>	Mech. Engineer	-Bachelor of Chemical Engineering, UDCT, Mumbai - -Diploma in Management Studies, Mumbai University
<b>Experience</b>	More than 10 years	More than 10 years
<b>Other Directorships</b>	1. L&T Sapura Offshore Private Limited. 2. SapuraKencana Engineering & Construction (India) Private Limited	1. L&T Sapura Offshore Private Limited.
<b>Memberships / Chairmanships of committees of other Boards</b>	None	CSR Committee of L&T Sapura Shipping Private Limited
<b>Shareholding in the Company</b>	NIL	NIL
<b>Relationships with directors, manager and KMP</b>	None	None
<b>Number of Meetings of Board attended during the year/ Since appointed.</b>	Three	Four

**ATTENDANCE SLIP**

**L&T SAPURA SHIPPING PRIVATE LIMITED**

CIN: U61100TN2010PTC077217

Regd. Office: Mount Poonamallee Road, P.O. Box No.:979, Manapakkam, Chennai – 600089.

Folio No.	
No. of Shares	

NAME AND ADDRESS OF REGISTERED  
SHAREHOLDER

I certify that I am a registered shareholder / proxy for the registered shareholder of the Company.  
I hereby record my presence at the Seventh ANNUAL GENERAL MEETING of the Company on Monday,  
August 21, 2017 at 11 a.m. at Mount Poonamallee Road, P.O. Box No.:979, Manapakkam, Chennai –  
600089.

\_\_\_\_\_  
Signature

Note: Please complete this and hand it over at the entrance of the hall.

**PROXY FORM**

[Pursuant to Section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules 2014]

**L&T SAPURA SHIPPING PRIVATE LIMITED**

CIN: U61100TN2010PTC077217

Regd. Office: Mount Poonamallee Road, P.O. Box No.:979, Manapakkam, Chennai – 600089.

Name of the Member(s)	
Registered Address	
Email ID	
Folio No.	

I/We, being the member(s) of \_\_\_\_\_ shares of L&T SAPURA SHIPPING PRIVATE LIMITED, hereby appoint:

- 1) \_\_\_\_\_ of \_\_\_\_\_ having e-mail id \_\_\_\_\_ or failing him
- 2) \_\_\_\_\_ of \_\_\_\_\_ having e-mail id \_\_\_\_\_ or failing him
- 3) \_\_\_\_\_ of \_\_\_\_\_ having e-mail id \_\_\_\_\_ or failing him

and whose signature(s) are appended below as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the Seventh Annual General Meeting of the Company, to be held on Monday, August 21, 2017 at 11 a.m. at Mount Poonamallee Road, P.O. Box No.:979, Manapakkam, Chennai – 600089 and at any adjournment thereof in respect of such resolutions as are indicated below:

\*\* I wish my above Proxy to vote in the manner as indicated in the box below:

Item No.	Resolutions	For	Against
1.	Adoption of Audited Financial Statements, Directors' Report & Auditors' Report for the financial year ended 31st March, 2017		
2.	Re-Appointment of Mr. Reza Bin Abdul Rahim (DIN: 05181489) as Director		
3.	Re-Appointment of Mr. Satish Palekar (DIN: 07152099) as Director		
4.	Re-appointment of Statutory Auditor from conclusion of 7 <sup>th</sup> AGM to the conclusion of 10 <sup>th</sup> AGM		

Signed this .....day of .....2017 Signature of shareholder.....

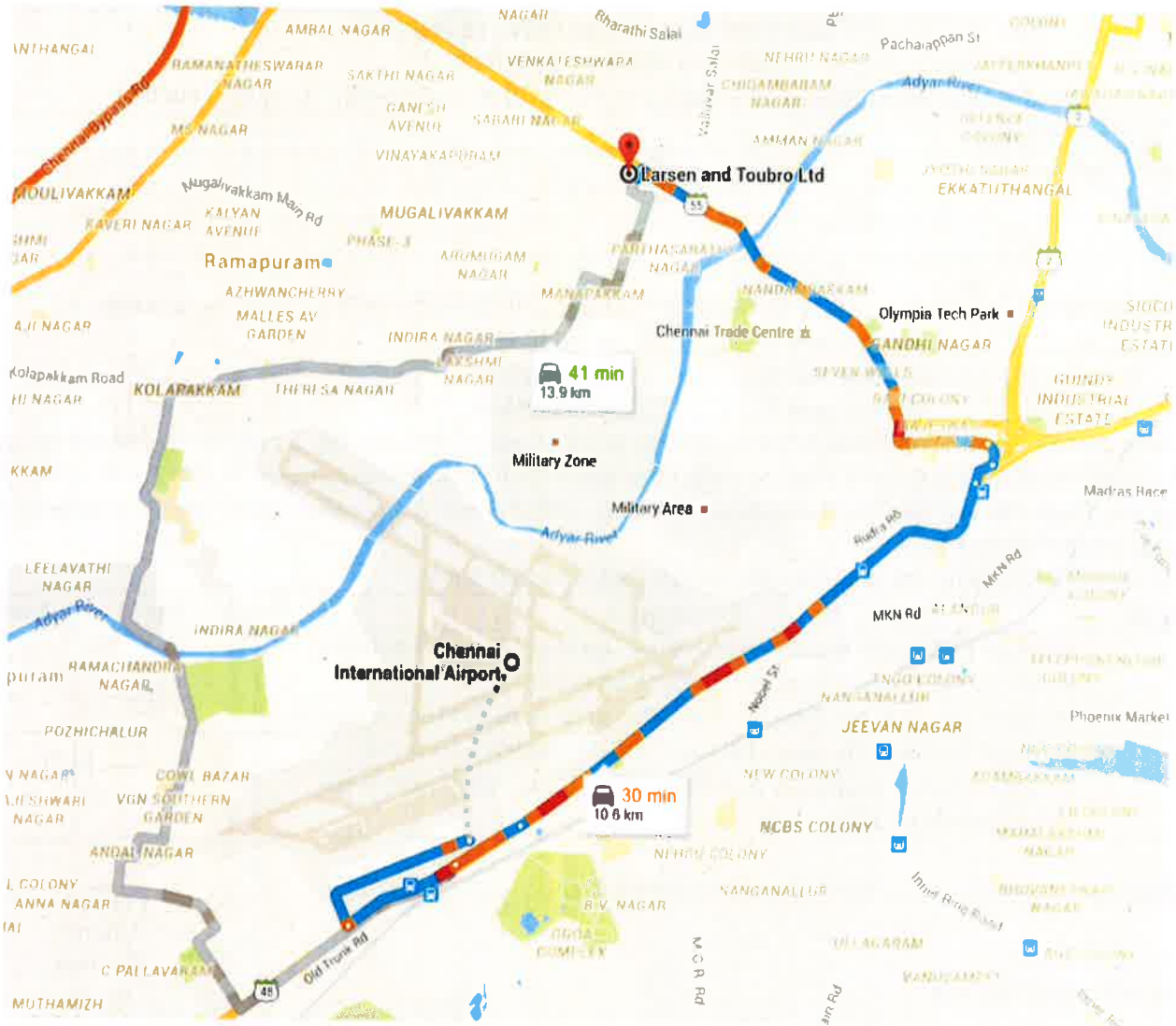
Signature of proxy holder(s)

Note:

1. **This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the meeting.**
2. **A Proxy need not be a member of the Company**
3. Members/Proxies should bring their attendance slips duly completed for attending the Meeting.
4. This is only optional. Please put an 'X' in the appropriate column against the resolutions indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all the resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
5. Appointing a proxy does not prevent a member from attending the meeting in person if he/she so wishes.
6. In the case of joint holders, the signature of any one holder will be sufficient, but names of all the joint holders should be stated.

Affix a  
1 Rupee  
Revenue  
Stamp

**MAP FOR EASE OF COMMUTE**



**L&T Sapura Shipping Private Limited**  
 L&T Business Park, TC II, Tower 'B', 5<sup>th</sup> Floor, Gate No. 5, Saki Vihar Road, Powai, Mumbai- 400072 INDIA  
 Tel: +91 22 6705 9085 Fax: +91 22 67051246 Email: [marketing@lntsapura.com](mailto:marketing@lntsapura.com), [www.lntsapura.com](http://www.lntsapura.com)

Registered Office:  
 Mount Poonamallee Road,  
 P.O. Box. No.979,  
 Manapakkam,  
 Chennai 600089, INDIA

A Joint Venture between Larsen & Toubro and SapuraKencana Petroleum Bhd  
 CIN No.: U61100TN2010PTC077217