

## Integra Telecommunication & Software Limited

Regd. Office.: 108/9, Prem Apartt, Kishan Garh , Vasant Kunj, New Delhi-110070,  
Tel: +91-11-40574542 Website: [www.integratelesoftware.com](http://www.integratelesoftware.com),  
Email: info@integratelesoftware.com, CIN: L74899DL1985PLC020286

Dated: 12<sup>th</sup> September, 2018

To,

The Manager,  
**Dept. Of Corporate Services**  
BSE Ltd.  
P J Towers, 1<sup>st</sup> Floor, Dalal Street,  
Fort Mumbai-400001

### **Sub: Published " AGM Notice "**

Dear Sir,

Please find enclosed "**AGM Notice**" published in Business standard on 10<sup>th</sup> September ,  
2018 in both Hindi and English Newspaper.

This is for your kind information and records.

Thanking you

Yours truly

**For Integra Telecommunication & Software Limited**

  
**Chimman Lal Agrawal**  
**(Company Secretary)**

Encl.: a/a



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#### NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 33rd Annual General Meeting of the Company is scheduled to be held on 29th September 2018, Saturday at 10.30 a.m. at Room No -101, 145A/9, Kishan Garh, Vasant Kunj, New Delhi-110070 to transact the Ordinary and Special business as per the Notice. The Notice of AGM And Annual Report for 2017-18 has been sent by permitted mode to all the members at their registered address with Company / Depository Participant on 5th September, 2018. The Complete set of Annual Report for 2017-18 have also been uploaded on the Company's website [www.integratelesoftware.com](http://www.integratelesoftware.com).

The Company is offering e-voting facility as an alternate, for all its members enabling them to cast their vote electronically in terms of Section 108 of the Companies Act, 2013, Rule-20 of the Companies ( Management and Administration) Rules, 2014 and Regulation 44 of the SEBI ( Listing Obligations and Disclosure Requirements) Regulations, 2015. The Board has appointed Mrs. Sarika Prasad, Practicing Chartered Accountants, ( FRN: 015306C) as Scrutinizer for conducting the e-voting process in accordance with the law and in a fair and transparent manner.

- a) A person whose name is recorded in the Register of Member or in the Register of Beneficial Owners maintained by the Depositories, as on the cut-off date i.e. 22nd September 2018, will only be entitled to cast their vote electronically as well as voting in General Meeting.
- b) Any person who become member of the Company after dispatch of Notice and holds shares as on cut-off date, may obtain login ID and password by sending a request at [evoting@cDSLindia.com](mailto:evoting@cDSLindia.com) or can also use their existing login ID and password, if already registered at CDSL.
- c) The e-Voting period commences on 26th September, 2018 (9.00 a.m.) and ends on 28th September, 2018 (5.00 p.m.) and thereafter, the e-voting module shall be disabled by CDSL.
- d) The members who have cast their vote by remote e-voting may attend the meeting but shall not be entitled to cast their vote again and members attending the meeting who have not cast their vote through e-voting, shall be able to vote at AGM by ballot papers
- e) The Annual report along with other relevant documents are available for inspection at registered office of the Company during business hours on all working day except Sundays and holiday upto the date of AGM.
- f) Member may contact Mr. Chimman Lal Agrawal, Company Secretary, for any grievances connected with voting by electronic means at the Registered Office of the Company (Tel: 9643964218) during business hours.

Notice is also hereby given that pursuant to Section 91 of the Companies Act, 2013 and Regulation 42 of the SEBI ( Listing Obligations and Disclosure Requirements) Regulations, 2015, the Register and Share Transfer books of the Company will remain closed from 22nd September, 2018 to Saturday, 29th September, 2018 (both days inclusive).

Notice is also given that SEBI vide notification dated June 8, 2018 has amended Regulation 40 of SEBI ( Listing Obligations and Disclosure Requirements) Regulations, 2015, mandating transfer of securities only in dematerialized form. Accordingly, the company would not be able to accept requests for transfer of securities unless the securities are held in dematerialized form with effect from December 5, 2018. So, Members holding shares in physical form are requested to dematerialize their holding urgently.

Notice is also given that As per the SEBI circular no. SEBI/HO/ MIRSD/DOP1/CIR/P/2018/73 dated 20.04.2018, the shareholder who are holding share in physical form and receiving their dividends by warrant/Demand Draft etc. are requested to provide the copy of PAN card duly self-attested and Original cancelled Cheque /attested bank passbook showing name of account holder to our Registrars M/s Link Intime (India) Private Limited to enable them to update record for payment of any future dividend.

For Integra Telecommunication & Software Ltd.

Sd/-

New Delhi  
06.09.2018

Chimman Lal Agrawal  
(Company Secretary)





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