



# STERLING TOOLS LIMITED

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Corporate Identity Number: L29222DL1979PLC009668  
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## NOTICE OF 43<sup>RD</sup> ANNUAL GENERAL MEETING, REMOTE E-VOTING AND BOOK CLOSURE

### Annual General Meeting

Notice is hereby given that the 43<sup>rd</sup> Annual General Meeting (AGM) of the members of Sterling Tools Limited will be held on Thursday, 22<sup>nd</sup> September 2022 at 10:00 a.m. (IST) through Video Conferencing (VC)/ Other Audio Visual Means (OAVM) to transact the businesses as set forth in the notice of the meeting.

In view of the ongoing Covid-19 pandemic, the Ministry of Corporate Affairs ("MCA") has, vide its circular dated June 23, 2021 read together with circulars dated April 8, 2020, April 13, 2020, May 5, 2020, January 13, 2021 and May 13, 2022 (collectively referred to as "MCA Circulars"), permitted convening the Annual General Meeting ("AGM" / "Meeting") through Video Conferencing ("VC") or Other Audio Visual Means ("OAVM"), without physical presence of the members at a common venue. In accordance with the MCA Circulars, provisions of the Companies Act, 2013 ("the Act") and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, ("SEBI Listing Regulations"), the AGM of the Company is being held through VC / OAVM.

The procedure to join the meeting through VC/OAVM is provided in the notice of AGM. Also, in terms of the aforesaid Circulars and SEBI Circular dated 12th May 2020, 15th January 2021 and 5th May, 2022 ('SEBI Circulars'), the Notice (which forms part of Annual Report) of the 43rd AGM along with the full annual report, has been sent only in electronic form to those members whose email address are registered with the Company or with their depository participants. The dispatch of Notice of AGM and Annual Report 2021-22 through email has been completed on 31<sup>st</sup> August, 2022. Requirement of sending physical copies of the Notice of the AGM along with Annual Report for the Financial Year 2021-22 have been dispensed with in terms of the SEBI Circular mentioned above. Notice of AGM along with Annual report for the year 2021-22 are also available on website of the Company at <https://stlfasteners.com/> and website of stock exchanges i.e. BSE Limited and National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) respectively.

### Remote E- Voting

In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations) and Secretarial Standard on General Meetings (SS2) issued by the Institute of Company Secretaries of India, the Company is pleased to provide its members the facility to exercise their right to vote on resolutions proposed to be considered at the AGM by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL). Members are requested to read the instructions pertaining to e-voting provided in the Notice of the AGM carefully. The details of the e-voting facility are as under:

- i. The remote e-voting period shall remain open from Monday, 19<sup>th</sup> September, 2022 (9:00 a.m.) and ends on Wednesday, 21<sup>st</sup> September, 2022(05:00 p.m.).
- ii. Any person who acquires shares of the Company and becomes member of the Company after dispatch of the Notice of the AGM and holding shares as of the cut-off date i.e. 15<sup>th</sup> September, 2022, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). However, if a person is already registered with NSDL for remote e-voting then existing user ID and password can be used for casting vote.
- iii. The remote e-voting shall be disabled by NSDL after 05.00 p.m. on Wednesday, 21<sup>st</sup> September, 2022, and Members will not be allowed to vote after the aforesaid time. Once the vote on a resolution is cast by the Member, the Member shall not be allowed to change it subsequently.
- iv. The facility of voting through electronic voting system shall be made available at AGM (detailed manner of attending AGM through VC has been mentioned in the notes of AGM Notice). The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again at the meeting.
- v. The Company has appointed Mr. Santosh Kumar Pradhan, Practicing Company Secretary (Membership No. FCS 6973 & Certificate of Practice No. 7647) as the Scrutinizer for ensuing AGM to scrutinize the voting process in a fair and transparent manner.
- vi. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)

### BOOK CLOSURE

Notice is also hereby given, pursuant to the provisions of Section 91 of the Companies Act, 2013 and the rules made thereunder read with Regulation 42 of Listing Regulations, the Register of Members and Share Transfer Books of the Company shall remain closed from Friday, 16<sup>th</sup> September, 2022 to Thursday, 22<sup>nd</sup> September, 2022 (both days inclusive) for the purpose of AGM and payment of dividend.

For Sterling Limited  
Sd/-

Place: Faridabad  
Date: 01-09-2022

Chief Manager-CS & Legal  
(Company Secretary & Compliance Officer)