

MACMILLAN PUBLISHERS INDIA PRIVATE LIMITED

Regd Off: 21, Patullos Road, Chennai-600002

CIN – U22219TN2008PTC067704

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NOTICE CONVENING THE TWELFTH ANNUAL GENERAL MEETING

NOTICE is hereby given that the Twelfth Annual General Meeting of the members of the Company will be held on Tuesday, the 18th day of August 2020 at 3.00 PM through video conferencing facility to transact the following business:

Ordinary Business:

1. To receive, consider and adopt the financial statements of the Company for the year ended 31st December 2019 including the audited Balance Sheet as on 31st December 2019 and the statement of Profit and Loss for the year ended on that date and the Reports of the Directors and Auditors thereon.

By Order of the Board

Place : Noida

Date : 13th July 2020

Preeti Wadhawan

Company Secretary

NOTES:

1. In view of the COVID 19 pandemic, the Ministry of Corporate Affairs vide its Circular dated 5th May, 2020 read with Circulars dated 8th April, 2020 and 13th April, 2020 (collectively referred to as 'Circulars'), has introduced certain measures enabling companies to convene their Annual General Meetings (AGM/ Meeting) through Video Conferencing (VC) or Other Audio Visual Means (OAVM) and also send notice of the Meeting and other correspondences related thereto, through electronic mode. In compliance with the said requirements of the MCA Circulars, electronic copy of the Notice along with the Annual Report for the financial year ended 31st March, 2020 consisting of financial statements including Board's Report, Auditors' Report and other documents required to be attached therewith (Collectively referred to as Notice) have been sent to members through their e- mail ids registered with the Company or the Registrar and Share Transfer Agent and no physical copy of the Notice has been sent by the Company to any member.
2. The Notice of the 12th Annual General Meeting has also been hosted on the website of the Company.
3. The meeting shall be deemed to be conducted at the Registered Office of the Company situated at 21, Patullos Road, Chennai – 600002.
4. Members may attend the AGM using VC facility by joining on the link <https://global.gotomeeting.com/join/277995349> through their desktop/laptop/mobile. Members shall be required to keep their camera on so as to enable the participants to see each other. Members who face technical difficulty in accessing the meeting may contact Ms. Richa Singh at +91 8851180045.
5. The meeting will be conducted following the below process:

- i. The link for joining the meeting will be made active 15 minutes prior to the meeting i.e. at 2.45 PM on 18th August 2020. Members are requested to join the meeting on time.
 - ii. Since this meeting is being held through video conferencing, physical attendance of members has been dispensed with. Therefore, appointment of proxies is not applicable. iii. Pursuant to Section 113 of the Act, corporate members are requested to send the intimation authorizing their representative to attend and vote at the AGM, by e-mail to preeti.wadhawan@macmillaneducation.com not less than 48 hours before the meeting.
6. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013 and the Register of Contracts and Arrangements in which Directors are interested maintained under Section 189 of the Companies Act, 2013 and all other documents referred to in the Notice can be inspected in electronic mode by sending a request on email to preeti.wadhawan@macmillaneducation.com.