## PACE AUTOMATION LIMITED Regd. Office: Empee Towers 5<sup>th</sup> Floor, No.59, Harris Road, Pudupet,Chennai-600002 CIN: L29141tn1989plc018133 Email- <u>paceauto@vsnl.com</u> Telephone: 044-28514382 Website: www.paceautomation.com

## NOTICE OF THE 28<sup>th</sup> ANNUAL GENERAL MEETING, REMOTE E-VOTING INFORMATION AND BOOK CLOSURE

NOTICE is hereby given that:

1- The 28<sup>th</sup> Annual General Meeting [ AGM ] of the Company is scheduled to be held on Friday, 28<sup>th</sup> September, 2018 at 3.00 p.m. at Bharatiya Vidya Bhavan, 20 & 22 East Mada Street, Mylapore, Chennai-600004.

2- Electronic copies of the Notice of the AGM and the Annual Report for fiscal 2018 have been sent to all the members whose email IDs are registered with the Company / Depository Participants(s). These documents are also available on the website of the Company, at <u>www.paceautomation.com</u>. The Notice of the AGM and Annual Report for fiscal 2018 have been sent to all other members at their registered address in the permitted mode. The dispatch of the Notice of the AGM has been completed on 01.09.2018

3- Members holding shares either in physical form or dematerialized form, as on the cut-off date (21.09.2018), may cast their vote electronically on the business as set forth in the Notice of the AGM through the electronic voting system of the Central Depository Service Limited (CDSL) from a place other than venue of the AGM ('remote e-voting'). All the member are informed that :

i- The business as set forth in the Notice of the AGM may be transacted through voting by electronic means;

ii- The remote e-voting shall commence on 25<sup>th</sup> September, 2018 at 9.00 a.m

iii- The remote e-voting shall end on 27<sup>th</sup> September, 2018 at 5.00 p.m

iv- The cut off date for determining the eligibility to vote by electronic means or at the AGM is 21.09.2018;

v- E-voting shall not be allowed beyoun 5.00 p.m on 27<sup>th</sup> September, 2018

vi- Any person who have shares of the company and becomes a member of the Company after the dispatch of the Notice of the AGM and holds shares as on the cut-off date i.e.21.09.2018 may obtain the login ID and password by sending a request at

<u>investor@cameoindia.com</u> or <u>helpdesk.evoting@cdslindia.com</u>. However if a person is already registered with CDSL for e-voting, then the existing user ID and password can be used for casting vote;

vii- Members may note that a) the remote e-voting module will be disabled by CDSL, beyond 5.00 p.m on 27<sup>th</sup> September, 2018 and once the vote on a resolution is cast by a member, he/ she shall not be allowed to change it subsequently; b) The facility for voting through ballot paper will be made available at the AGM for members present at the meeting; c) The members who have cast their vote by remote e-voting prier to the AGM may also attend the AGM but shall not be entitled to cast their vote again; and d) Only persons whose names are recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date shall be entitled to vote using the remote e-voting facility or at the AGM using ballot paper.

viii- The Notice of AGM is available on the Company's website <u>www.paceautomation.com</u> and also on the CDSL website <u>https://www.cdslindia.com</u>

ix-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 <u>www.evotingindia.com</u>, under help section or write an email to <u>helpdesk.evoting@cdslindia.com</u>

4- The Register of Members and the Share Transfer Books of the Company will remain closed from Friday 21<sup>st</sup> September, 2018 to Friday, 28<sup>th</sup> September, 2018 for the purpose of AGM

For Pace automation Limited

-/Sd Malathi Gopalakrishnan Director

Chennai Dt.01.09.2018