

IP RINGS LIMITED

Registered Office: D 11/12, Industrial Estate, Maraimalai Nagar,
Kancheepuram – 603 209

(CIN: L28920TN1991PLC020232)

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Tel: 044 2745 2816 / 2745 2929 Mob: +91 98847 07438

Name of the Member: _____
DP ID & Client ID No / Folio No. : _____

We are pleased to inform you that the 29th Annual General Meeting (AGM) of our company is scheduled on Thursday the 24th September 2020 at 11.30 a.m. (IST) through Video Conference (VC) / Other Audio Visual Means (OAVM) to transact the business as set out in the notice dated 29th June 2020 which is enclosed herewith.

The Notice of the 29th AGM of the Company and the Annual Report for the FY 2019-20 is available on <http://portals.iprings.com/investorquery/AnnualReturn/AnnualReturn2020.pdf>. The same is also displayed on the website of BSE Limited at www.bseindia.com and at <https://www.evoting.nsdl.com>.

In view of the continuing Covid-19 pandemic and the restrictions imposed on the movement of people, the Ministry of Corporate Affairs ("MCA") vide its circular dated 5th May 2020 read with circulars dated 8th April 2020 and 13th April 2020 and SEBI vide its Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May 2020 (collectively referred to as "Applicable Circulars") have permitted the holding of the AGM through Video Conference / Other Audio Visual Means.

Pursuant to the Applicable Circulars and owing to the difficulties involved in dispatching physical copies of the Annual Report 2019-20 and Notice of the 29th AGM, the same are being sent in electronic mode to Members whose e-mail address is registered with the Company / Registrar and Share Transfer Agents or with the Depository Participant(s) as on 31st August 2020.

Procedure for e-voting: Pursuant to the provisions of Section 108 of the Companies Act, 2013; Rule 20 of the Companies (Management and Administration) Rules, 2014, (including any statutory modification(s) or re-enactment thereof, for the time being in force), Regulation 44 of Listing Regulations, 2015 and Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India, your Company is pleased to provide Members with a facility to exercise their right to vote by electronic means for the business to be transacted at the AGM.

The remote e-voting period commences on Monday the 21st September 2020 (9:00 A.M. IST) and ends on Wednesday the 23rd September 2020 (5:00 P.M. IST). The facility for e-voting electronically shall also be made available at the AGM for the members who have not already cast their vote prior to the AGM by remote e-voting. The detailed procedure for e-voting is given in the Notice of the 29th AGM.

Procedure to raise questions / seek clarifications with respect to Annual Report: As the AGM is being conducted through VC / OAVM, members desiring any information relating to the annual accounts for the year ended 31st March 2020 of the Company are requested to send an email to the Company at cs@iprings.com at least 48 hours before the meeting, mentioning their name, complete 16 digit DEMAT account number / folio number, email address and mobile number. Alternatively the members can access our portal <http://portals.iprings.com/investorQuery/> to raise their questions. Only those requests as received from the members on the aforementioned email addresses on or before

22nd September 2020 at 05:00 P.M. (IST) shall be considered and responded to, prior / until the date of the AGM by way of email.

Members who would like to register themselves as a speaker shall send an email with the details of name, DEMAT account number/folio number, email id, mobile number to cs@iprings.com and only e-mail request alone shall be entertained to enrol as speaker as the portal should be used only to raise questions to be replied by the Company.

Members who would like to express their views or ask questions may do so by accessing the following web-link <http://portals.iprings.com/investorQuery/> from Wednesday the 02nd September 2020 to Tuesday the 22nd September 2020 by providing either of their credentials such as name, DP ID and Client ID / folio number, PAN, mobile number, and email address. Members who hold shares of the Company as on 31st August 2020 being the cut-off date for this purpose and have registered themselves as a speaker will be allowed to express their views / ask questions during the AGM and they may have to allow camera access during the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM. The shareholders who have registered themselves as a speaker shareholder will only be allowed to express their views/ask questions during the meeting.

Procedure for attending the AGM through VC / OAVM: Members will be able to attend the AGM through VC / OAVM or view the live webcast of AGM provided by NSDL at <https://www.evoting.nsdl.com> by using their remote e-voting login credentials and selecting the **EVEN 113805** for the Company's AGM. The Members who do not have the User ID and Password for e-voting and for attending AGM through VC/OAVM or have forgotten the User ID and Password may retrieve the same by following the remote e-voting instructions mentioned in the Notice. Further, Members can also use the OTP based login for logging into the e-voting system of NSDL.

In case of any assistance, Members 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 or call on toll free no.: 1800- 222-990 or send a request to Mr. Amit Vishal, Senior Manager, NSDL, Email: amitv@nsdl.co.in, Tel: 022-24994360 / Ms. Pallavi Mhatre, Manager, NSDL, Email: evoting@nsdl.co.in / pallavid@nsdl.co.in Tel: 91 22 24994545.

Thanking you.

Chennai

For IP Rings Limited
V Anantha Subramanian
Company Secretary
Membership No ACS: 29770