



NOTICE

Notice is hereby given that 26th Annual General Meeting of Nova Iron and Steel Limited will be held on Thursday the 27th day of September, 2018 at 11:00 A.M. at its Regd. Office at Village Dagori, Tehsil Belha, District Bilaspur, Chhattisgarh to transact the following business:-

ORDINARY BUSINESS

1. To receive, consider and adopt Audited Standalone and Consolidated Financial Statements of the Company for the year ended 31st March 2018 i.e. Audited Balance Sheet as at 31st March, 2018 and the Statement of Profit & Loss and Cash Flow Statement for the year as on that date together with Auditors' Report and Board's Report thereon.
2. To appoint a Director in place of Mr. Sanjay Singal, (DIN 00006579), who retires by rotation and being eligible, has offered himself for re-appointment.
3. To re-appoint auditors and to fix their remuneration and to consider and if thought fit, to pass with or without modification(s), the following resolution as an Ordinary Resolution:

"Resolved that pursuant to the provisions of Section 139, 142 and other applicable provisions, if any, of the Companies Act, 2013, read with Companies (Audit and Auditors) Rules, 2014 and the Companies (Amendment) Act, 2017 (including any statutory modification(s) or re-enactment thereof, for the time being in force) and pursuant to the resolution passed by the Members of the Company at 25th Annual General Meeting held on 27/09/2017, the Company re-appoint M/s Mehra Goel & Co., Chartered Accountants, firm Reg. No.000517N as Auditors of the Company from the conclusion of this meeting until the conclusion of the 30th Annual General Meeting of the company to be held in 2022, on such remuneration plus applicable taxes thereon and reimbursement of out of pocket expenses, as may be mutually agreed between the Chairman of the Company and the Auditors, from time to time."

SPECIAL BUSINESS

4. **To Consider Approve Alteration of the Object Clause of the Memorandum of Association of the Company and if thought fit, to pass the following resolution as a Special Resolution:**

"Resolved that pursuant to the provisions of Section 4, 13 and all other applicable provisions, if any, of the Companies Act, 2013 (the "Act") read with applicable Rules and Regulations made thereunder and the Companies (Amendment) Act, 2017 (including any statutory modification(s) or reenactment(s) thereof for the time being in force) and subject to such approvals, permissions and sanctions of appropriate authorities, departments or bodies as and to the extent necessary, consent of the members of the Company be and is hereby accorded for effecting the following alterations in the existing Object Clause of the Memorandum of Association (the "MOA") of the Company by substitution/deletion of following clauses of other object in the following manner:-

Clause No. 72 of other object by substitution/delition:

"To Carry on the business of an Investment Company and to buy, underwrite, invest in acquire, hold, trade in commodities and deal in shares debentures, stocks, debenture stock, bonds, obligations and securities of any kind issued or guaranteed by any company constituted or carrying on business in India or elsewhere and debentures, debenture stock bonds obligations and securities issued or guaranteed by any Government, State, Public Body or authority, firm or person in India elsewhere."

Addition of new clause No.99 of other object:

"99. Wherever the provisions of Companies Act, 1956 is appearing in Memorandum of Articles, the Companies Act, 1956 be and is hereby substituted and be read as corresponding provisions of Companies Act, 2013."

"Resolved further that the Board of Directors of the Company, be and is hereby authorized to do all such acts, deeds or things as may be deemed necessary to give effect to this resolution."

5. **To consider approval of material related party transactions and, if thought fit, to pass, with or without modification, the following resolution as a Special Resolution:**

"Resolved that pursuant to Regulation 23 of SEBI (LODR) Regulations, 2015 and applicable provisions of Companies Act, 2013 (Act) omnibus approval of the Company be and is hereby accorded to the Board of Directors, for contracts /



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arrangements / transactions entered/to be entered into with Related parties by the Company on such terms and conditions mutually agreed upon between the Company and a related party M/s Bhushan Power and Steel Limited, for an amount not exceeding in aggregate Rs. 500 crore (Rupees Five hundred crore only) for the financial year 2018-19 as detailed below:

Nature of Services agreed under the agreement	Proposed Values of Services to be availed (annually) (Rs. In Crores)	Basis of Charges
Sale	100	Market Price or actual expenses.
Purchase	100	Market Price or actual expenses.
Arrangement	300	Market Price or actual expenses.
Total	500	

“Resolved further that the Directors of the Company be and is hereby Severally or Jointly authorised to enter into agreement and to do all such acts, deeds and things, that may arise with regard to any transactions with the related party(ies), finalise the terms and conditions as may be considered necessary, expedient or desirable and execute agreement(s), document(s) as may be necessary or desirable, in order to give effect to this Resolution.”

“Resolved further that all contracts/arrangement entered into by the Board in connection with any matter referred to or contemplated in any of the foregoing resolution are hereby approved, ratified and confirmed in all respects.”

**By order of the Board
For Nova Iron and Steel Limited**

**Dheeraj Kumar
Company Secretary**

**Place: New Delhi
Date: 13/08/2018**

NOTES FOR MEMBERS ATTENTION:

1. A member entitled to attend and vote at the meeting is entitled to appoint Proxy to attend and vote instead of himself/herself and the proxy need not be a member of the Company. A person can act as proxy on behalf of members not exceeding fifty(50) and holding in aggregate not more than ten(10) percent of the total share capital of the Company. The proxy, in order to be effective, must be deposited with the Company at its Registered Office duly completed and signed, not less than 48 hours before the commencement of the meeting. A proxy form is sent herewith. Proxies submitted on behalf of the companies, societies etc., must be supported by an appropriate resolution/authority, as applicable.
2. Pursuant to the provision of Section 152 of Companies Act, 2013, Mr. Narsingh Awatar, Mr. Manickam Ramchandran, Mr. Arvind Gupta, and Mrs. Sumiran Aggarwal Independent Director of the Company are not eligible for retire by rotation.
3. The members of the Company at their 25th Annual General Meeting held on 27/09/2017, had appointed M/s. Mehra Goel & Co., Chartered Accountants, Firm Regd. No. 000517N, New Delhi, as Auditors of the Company, to hold office for the period of five years i.e. from the conclusion of the 25th Annual General Meeting till the conclusion of the 30th Annual General Meeting to be held in 2022 and the said appointment was subject to ratification by members at every Annual General Meeting.

The Companies (Amendment) Act, 2017, has amended Section 139(1) of the Companies Act, 2013, effective from 7th May, 2018, whereby first proviso to Section 139(1) is omitted which provided for ratification of appointment of Auditors by members at every Annual General Meeting.

In view of the same, the fresh approval of the members is sought for re-appointment of M/s Mehra Goel & Co. Chartered Accounts, Firm Regd. No. 000517N, New Delhi, as Auditor of the Company, for the remaining term of four years i.e. from the conclusion of this Annual General Meeting till the conclusion of the 30 th annual General Meeting to be held in 2022.

None of the Directors or Key Managerial Personnel of the Company or their respective relatives are in any way concerned or interested in the resolutions set out at Item No.3 of the Notice.



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4. Non Resident members are requested to inform immediately to RTA (a) change in residential status on relating to India for permanent settlement (b) particulars of bank account maintained in India with complete name of bank, branch address, account type, account number, if not furnished earlier.
5. M/s Skyline Financial Services Pvt. Ltd, are Registrar & Share Transfer Agents (RTA) of the Company. Any correspondence relating to shares can be made to the company's registrar at their following address:
M/s Skyline Financial Services Private Limited,
D-153A, 1st Floor, Okhla Industrial Area, Phase-I, New Delhi-110020,
Ph. Nos. 011-40450193 to 97, Email: rta.nova.rg@gmail.com, website: www.skylinerta.com
Members are requested to notify the change of Address if any.
6. In case of joint holders of shares attending the meeting, only such joint holders who are higher in the order of names will be entitled to vote.
7. The Register of Members and the Share Transfer Books shall remain closed from 21st September 2018 to 27th September 2018 (both days inclusive).
8. Members seeking information about the accounts are requested to write at least 10 days before the date of the meeting to the Company so that it may be convenient to keep the information ready for the meeting.
9. All the documents referred to accompanying Notice are open for inspection at the registered office of the Company on all working days except Sunday between 11.00 AM to 1.00 PM upto the date of Annual General Meeting.
10. Members who hold shares in dematerialized form are requested to bring their client ID and DP ID numbers for easy identification of attendance at the meeting.
11. Members are requested to bring their copy of Annual Report at the Meeting and proxies should bring attendance slips duly filled in for attending the Meeting.
12. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company/RTA.
13. Pursuant to Section 101 and Section 136 of the Companies Act, 2013 read with relevant Companies (Management and Administration Rules), 2014, companies will serve Annual Reports and other communications through electronic mode to those Members who have registered their e-mail address either with the Company or RTA.
Members who have not registered their e-mail address with the Company are requested to submit their request with their valid e-mail address to RTA. Members holding shares in demat form are requested to register/update their e-mail address with their Depository Participant(s) directly. Members of the Company, who have registered their email-address, are entitled to receive such communication in physical form upon request.
14. Notice of Annual General Meeting will be sent to those shareholders/beneficial owners whose name will appear in the register of the members/list of beneficiaries received from the depositories as on 24th day of August, 2018.
15. The detail of Directors proposed to be re-appointed, under the provisions of Companies Act, 2013 and Regulation 36 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 at the Annual General Meeting are given below.

Sr. No.	Detail of Director to be re-appointed	
1	Name	Sh. Sanjay Singal
2	Date of Birth	19/06/1960
3	Experties/Experience in Area	Steel Sector, Project Implementation, Planning and Policy Maker
4	Qualification	Graduation
5	Directorship in other Companies	(i) Bhushan Power and Steel Limited (ii) Essenn Investment Private Limited (iii) Rohne Coal Company Pvt Ltd (iv) Atma Ram House Investment Pvt Ltd (v) Skap Electronic Pvt. Ltd. (vi) Aarti Tube Private Limited (vii) Bijahan Coal Private Limited
6	Shareholding in the Company as on 31/03/2018	Nil



16. Statement pursuant to Section 102 of the Companies Act, 2013 is annexed in respect of special business.

17. Voting through electronic means

- (i) The Company is pleased to provide its members facility to exercise their to vote on resolutions proposed to be considered at the 26th Annual General Meeting (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 Central Depository Services (India) Limited (CDSL):

The instructions and procedure for shareholders voting through electronically are as under:

- (ii) The voting period begins on 24.09.2018 at 10:00 AM and ends on 26.09.2018 at 5:00 PM. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of 21.09.2018, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (iii) Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
- (iv) The shareholders should log on to the e-voting website www.evotingindia.com.
- (v) Click on Shareholders.
- (vi) Now Enter your User ID
- For CDSL: 16 digits beneficiary ID,
 - For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (vii) Next enter the Image Verification as displayed and Click on Login.
- (viii) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
- (ix) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	<p>Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none">Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field. Sequence number is printed on address label.In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field
Dividend Bank A/c Details OR Date of Birth (DOB)	<p>Enter your Dividend Bank A/c Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.</p> <ul style="list-style-type: none">If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank A/c details field as mentioned in instruction (v).

- (xi) After entering these details appropriately, click on "SUBMIT" tab.
- (xii) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.



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- (xiii) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xiv) Click on the EVSN for the relevant Nova Iron & Steel Limited on which you choose to vote.
- (xv) On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (xvi) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xvii) After selecting the resolution you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.
- (xviii) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xix) You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.
- (xx) If Demat account holder has forgotten the changed password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xxi) Note for Non – Individual Shareholders and Custodians
 - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details a compliance user should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
 - The list of accounts should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
 - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (xxii) Any person, who acquires shares of the Company and become Member of the Company after despatch of the Notice and holding shares as on the cut-off date i.e.21.09.2018 may follow the same instructions as mentioned above for e-Voting.
- (xxiii) 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 www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com
- 18. A member can opt for only one mode of voting i.e. either through remote e-voting or at the meeting. If a member casts votes by both mode then voting done through remote e-voting shall prevail.
- 19. The member who have cast their vote by remote e-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.
- 20. The scrutinizer for voting is M/s V.P. Chhabra & Associates, Practicing Company Secretary, 386-C, Rajguru Nagar, Ludhiana(Punjab).



STATEMENT ANNEXED PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013 IN RESPECT OF THE SPECIAL BUSINESS

ITEM NO. 4

As the Members of the Company are aware the Companies Act, 1956 has been replaced with the Companies Act, 2013 and the Ministry of Corporate Affairs has also notified the Rules pertaining to the new Companies Act. In view of the above in the Memorandum of Association of the Company the words "Companies Act, 1956" appearing in the Objects Clause need to be replaced with the words applicable provisions of "Companies Act, 2013" wherever required. The main business of the Company is to manufacture and trading of Iron and Steel Products. The rapid growth and digital revolution and Government of India's Smart City project has prompted the Company to start working towards new revenue streams which are not specifically covered under the other objects of the Company.

Hence, to enable the Company to capitalize on these business opportunities, the Board of Directors of the Company in its meeting held on 13/08/2018 has approved, subject to the consent of the shareholders, amendment in Clause 72 (Other Clause) and addition of new clause No.99 of the MOA of the Company in the manner as set out in the Special Resolution at Item no. 4 of this Notice. The Board has also approved to streamline and align the existing Object Clause of the MOA of the Company as per the provisions of the Companies Act, 2013. The proposed activities can be carried out, under the existing circumstances, conveniently and advantageously along with the existing activities of the Company. These will enable the Company to carry on its business economically and efficiently.

"The Companies (Amendment) Act, 2017, has amended Section 110(1) of the Companies Act, 2013, effective from 09/02/2018, which Provided that any item of business required to be transacted by means of postal ballot under clause (a), may be transacted at a general meeting by a company which is required to provide the facility to members to vote by electronic means under Section 108, in the manner provided in that section."

Pursuant to the provisions of Section 4, 13, 110 and all other applicable provisions, if any, of the Act, read with applicable Rules and Regulations made thereunder (including any statutory modification(s) or amendment or re-enactment(s) thereof for the time being in force), alteration of the Object Clause of the MOA of the Company requires the approval of the members by means of a Special Resolution. Copy of the existing MOA, copy indicating the proposed amendments and other allied documents, if any, being referred in this resolution would be available for inspection by the members, free of cost, at the Registered Office of the Company during 11.00 a.m. to 1.00 p.m. on all working days (Monday to Saturday), up to and including the last date of voting through e-voting.

None of the Directors and/or Key Managerial Personnel of the Company and/or their relatives are concerned or interested, financially or otherwise in the said resolution except to the extent of their shareholding, if any. The Board recommends the resolution under Item No. 4 for approval of the members as a Special Resolution.

ITEM NO. 5

Pursuant to Regulation 23(4) of SEBI (LODR) Regulations, 2015. Company is require to take approve of Shareholder for material Related Party Transaction.. The Company is inter alia, engaged in the business of manufacturing, marketing, trading, purchase and sale of Iron and Steel products. The Company in the ordinary course of its business engaged in purchase and sell machines, spare parts, raw material, take loan/advances, as per agreements etc., from M/s Bhushan Power & Steel Limited, of which Company is an associate company. The Mutual Transaction in the contract of SEBI Regulation is "All material related party transactions shall require approval of the shareholders through resolution and the related parties shall abstain from voting on such resolutions whether the entity is a related party to the particular transaction or not" The said transaction are at Arm's length and not a related party transaction under section 188 of Act.

M/s Bhushan Power & Steel Limited is a 'Related Party' within the meaning Section 2 (76) of the Companies Act, 2013 and Regulation 23 of SEBI (LODR) Regulations, 2015.

The Company purchases raw material, machinery, spare parts and loan/advances for manufacture of products. Similarly, products manufactured by the Company are sold to M/s Bhushan Power & Steel Limited. The Board is of the opinion that the said transactions, related party transaction and are in the best interest of the Company.

Transactions for Sale and purchase, transfer or receipt of products, goods, materials, services, other obligations such as loan/advances from and sale of products to Bhushan Power & Steel Limited are deemed to be 'material' in nature as defined in Regulation 23 of SEBI (LODR) Regulations, 2015 as they may exceed 10% of the annual turnover of the Company in future. Thus, in



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terms of explanation to Regulation 23(4) of the SEBI (LODR) Regulations 2015, these transactions require the approval of the Members. Board considered these transaction in the meeting held on 13/08/2018 and recommend for the approval of shareholders as set out in resolution at no. 5 of the Notice.

The particulars of the contracts / arrangements / transactions with related party are as under:

Particulars	Information
Name of the Related Party	Bhushan Power & Steel Limited
Name of Director(s) or Key Managerial Personnel who is related	Sanjay Singal
Nature of Relationship	Common director and holding more than 2% shares in Bhushan Power & Steel Limited
Material terms of the Contracts / arrangements / transactions	Purchase, Sale, transfer or receipt of products, goods, materials or other obligations on arm's length basis
Monetary Value	a) Not -exceeding Rs. 100 Crore towards purchases of products, materials, services etc. b) Not exceeding Rs. 100 crore towards Sale of products. c) Not exceeding Rs. 300 crore toward loan/advances.
Are the transactions in the ordinary course of business	Yes
Are the transactions on an arm's length basis	Yes
Whether the transactions would meet the arm's length standard in the opinion of the Company's Transfer Pricing Consultants	Yes
Whether the transactions have been approved by Audit Committee and the Board of Directors	Yes
Any other information relevant or important for the Members to make a decision on the proposed transactions	None

Except Mr. Sanjay Singal, Mr. Aniket Singal (Director and relative) none of the Directors and Key Managerial Personnel of the Company or their respective relatives, are concerned or interested 'financially' or 'otherwise' in the Resolution at Item No. 5 of the Notice.

**By order of the Board
For Nova Iron and Steel Ltd.**

**Dheeraj Kumar
Company Secretary**

**Place: New Delhi
Dated: 13/08/2018**



NOVA IRON AND STEEL LTD.

NOVA IRON AND STEEL LIMITED

Registered Office: Village-Dagori, Tehsil-Belha District-Bilaspur (Chhattisgarh)

Email: rai_nisl2007@yahoo.com, website: www.novaironsteel.com

(CIN: L02710CT1989PLC010052) Phone: 07752-285206, Fax 07752-285213

ATTENDANCE SLIP

1. Full Name of Shareholder / Proxy
2. Registered Folio No No of Shares
3. Client ID..... DP ID.....
4. If, Proxy, Full Name of Shareholder

I hereby record my presence at the 26th Annual General Meeting of the Company held at **Village Dagori, Tehsil-Belha, Distt. Bilaspur (Chhattisgarh)** PIN- 495224 on Thursday, the 27th day of September, 2018 at 11:00 a.m.

(Signature of Shareholder / Proxy)

Name of Member/Proxy

Note:

Please complete the Folio. DP ID-Client ID No. and name, sign the Attendance Slip and hand it over at the Attendance Verification counter at the entrance of the Meeting Hall.



NOVA IRON AND STEEL LTD.

NOVA IRON AND STEEL LIMITED

Registered Office: Village-Dagori, Tehsil-Belha District-Bilaspur (Chhattisgarh)
Email: rai_nisl2007@yahoo.com, website: www.novaironsteel.com
(CIN: L02710CT1989PLC010052) Phone: 07752-285206, Fax 07752-285213

MGT-11 Proxy Form

Name of the Member (s):.....
Registered Address:
Email id:
Folio No./Client Id:.....
DP ID:.....

I/We, being the member(s) of Shares of the above named Company, hereby appoint

- 1 Name : Address E-mail Id : Signature :
or failing him
- 2 Name : Address E-mail Id : Signature :
or failing him
- 3 Name : Address E-mail Id : Signature :
or failing him

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 26th Annual General Meeting of the company, to be held on Thursday, the 27th day of September 2018 at 11.00 a.m. at Village-Dagori, Tehsil-Belha, District-Bilaspur (Chhattisgarh) and at any adjournment thereof in respect of such resolutions as are indicated below:

No.	Resolutions
Ordinary Business	
1.	Adoption of Audited Standalone and Consolidated Financial Statement of the company for year ended 31 st March 2018 i.e. Audited Balance Sheet as at 31 st March 2018 and the Statement of Profit and Loss and Cash Flow statement for the year as on that date together with Auditors' Report and Board's Report thereon.
2.	To appoint a Director in place of Mr. Sanjay Singal (DIN 00006579), who retires by rotation and being eligible has offered himself for re-appointment.
3.	To re-appointment of auditor and to fix their remuneration.
Special Business	
4.	To Consider and approve alteration of the object clause of the Memorandum of Association of the Company.
5.	To Consider and approve material related party transactions.

Signed this..... day of..... 2018
Signature of shareholder
Signature of Proxy holder(s)

Affix
Rs. 1/=
Revenue
Stamp

Note:

1. This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.
2. For the resolution, explanatory statement and notes please refer to the Notice of 26th Annual General Meeting.
3. Please complete all details including details of member(s) in above box before submission.



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NOVA IRON AND STEEL LIMITED

Registered Office: Village-Dagori, Tehsil-Belha District-Bilaspur (Chhattisgarh)
Email: rai_nisl2007@yahoo.com, website: www.novaironsteel.com
(CIN: L02710CT1989PLC010052) **Phone:** 07752-285206, **Fax** 07752-285213

To,

Shareholders,

This is intended to bring into your notice that the Securities and Exchange Board of India (SEBI) has directed listed entities to seek the copy of PAN Card and Bank Account details from the shareholders with the objective of streamlining the processes relating to maintenance of records, transfer of securities and seamless payment of dividend/interest/redemption amounts to shareholders vide its circular no. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018.

Therefore, we request your assistance in providing the following details for our records, which shall be linked to your respective folio:

1. Name of the Shareholder
2. Address of the Shareholder
3. Folio No.
4. Self-attested copy of PAN Card; and
5. Original Cancelled Cheque leaf duly displaying name of the account holder / Bank Passbook showing IFSC Code, Bank Account Number and Name of the Account Holder duly attested by the Bank.

Kindly post/courier/hand-deliver the above mentioned details and documents to the Company's Registered Office Address as mentioned below latest by 22/09/2018:

Skyline Financial Services Private Limited
D-153A, 1st Floor, Okhla Industrial Area, Phase-I, New Delhi 110020
Contact No.: 011-40450193 to 97, Email rai_nisl2007@yahoo.com
Contact Person: Mr. Ashish Aggarwal - 9868766651

Shareholders are requested to submit the scan copy of the same on email Id as mentioned above.

Demat account holders are requested to submit the same to their respective DPs.

ROUTE MAP TO THE VENUE OF THE 26TH ANNUAL GENERAL MEETING OF NOVA IRON AND STEEL LIMITED

Venue:

Nova Iron & Steel Ltd.
Regd. Office: Village Dagori,
Tehsil Belha, Distt-Bilaspur
Chhattisgarh- 495224

