



Navratna Company
(ISO 9001:2015, ISO 14001:2015
& ISO 45001:2018 Certified)

भारतीय नौवहन निगम लिमिटेड

(भारत सरकार का उद्यम)

पंजीकृत कार्यालय: शिपिंग हाउस, 245 मादाम कामा रोड, मुंबई - 400 021.

फोन: 91-22-2202 6666, 2277 2000 फैक्स: 91-22-2202 6905 वेबसाइट: www.shipindia.com

The Shipping Corporation Of India Ltd.

(A GOVERNMENT OF INDIA ENTERPRISE)

Regd. Office: Shipping House, 245, Madame Cama Road, Mumbai-400 021. Ph: 91-22 2202 6666, 2277 2000

Fax: 91-22 22026905 • Website: www.shipindia.com



सीआईएन/CIN-L63030MH1950G01008033

INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:

I. Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for **Access to NSDL e-Voting system**. After successful login, you can see link of "VC/OAVM link" placed under "**Join General meeting**" menu against company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. The EVEN of the Shipping Corporation of India Limited is **116633**. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.

II. Facility of joining the AGM through VC / OAVM shall open 2 hours before the time scheduled for the AGM and shall be kept open throughout the proceedings of the AGM.

III. Members who need assistance before or during the AGM, can contact NSDL on call on toll free no.: 1800 1020 990 and 1800 22 44 30 or can contact NSDL on evoting@nsdl.co.in Further, please find below details of NSDL officials for queries: Mr. Amit Vishal, Assistant Vice President or Ms. Pallavi Mhatre, Manager, at 1800 1020 990 and 1800 22 44 30 or email at evoting@nsdl.co.in

IV. Members who would like to express their views or ask questions during the AGM may register themselves as a speaker by sending their request from their registered email address mentioning their name, DP ID and Client ID/ folio number, PAN, mobile number, email address at sci.cs@sci.co.in from Thursday August 12, 2021 to Thursday August 19, 2021. Those Members who have registered themselves as a speaker will only be allowed to express their views/ask questions during the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM. The Company may respond suitably to those shareholders who had sent request to the Company to express their views/questions but due to paucity of time did not get opportunity to ask questions during AGM.

V. Members are encouraged to join the Meeting through Laptops for better experience.

VI. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting

VII. Institutional Members are encouraged to attend and vote at the AGM through VC/ OAVM. In case any Institutional Members, facing issues for participating in AGM can contact NSDL on call on toll free no.: 1800 1020 990 and 1800 22 44 30 or can contact NSDL on evoting@nsdl.co.in Further, please find below details of NSDL officials for queries: Mr. Amit Vishal, Assistant Vice President – NSDL, or Ms. Pallavi Mhatre, Manager, NSDL at 1800 1020 990 and 1800 22 44 30 or email at evoting@nsdl.co.in

VIII. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
