



# HINDUSTAN OIL EXPLORATION COMPANY LIMITED

Regd. Office: 'HOEC House', Tandalja Road, Vadodara, Gujarat - 390020 (India)  
CIN: L11100GJ1996PLC029880 • E-mail: hoecshare@hoec.com  
Website: www.hoec.com • Tel : 91 (0265) 2330766

## NOTICE OF POSTAL BALLOT

*[Pursuant to Sections 108 and 110 of the Companies Act, 2013 read with Rules 20 and 22 of The Companies (Management and Administration) Rules, 2014]*

Dear Members,

**NOTICE** is hereby given that pursuant to the provisions of Sections 108, 110 and other applicable provisions, if any, of the Companies Act, 2013, ("**the Act**") read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 ("**the Rules**"), and other applicable Rules, General Circular Nos. 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 5, 2020, and subsequent circulars issued by the Ministry of Corporate Affairs, the latest being 03/2025 dated September 22, 2025 (collectively referred to as ("**MCA Circulars**"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("**SEBI Listing Regulations**"), Secretarial Standard on General Meetings issued by The Institute of Company Secretaries of India ("**SS-2**"), and other applicable laws, rules and regulations (including any statutory modification(s) or re-enactment(s) thereof for the time being in force), approval of the Members is being sought to transact the special business as set out hereunder by passing Special Resolution by way of Postal Ballot only by voting through electronic means ("**remote e-Voting**").

### SPECIAL BUSINESS:

**Item No. 1 : Appointment of Ms. Preeti Grover (DIN: 00128513) as a Non-Executive Independent Director of the Company**

To consider and, if thought fit, to pass the following resolution as a **Special Resolution**:

**"RESOLVED that** pursuant to the provisions of Sections 149, 150 and 152 read with Schedule IV and other applicable provisions of the Companies Act, 2013 ("**the Act**") and the Companies (Appointment and Qualifications of Directors) Rules, 2014, the applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("**SEBI Listing Regulations**") (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), Ms. Preeti Grover (DIN: 00128513), who in terms of Section 161 of the Act and based on the recommendations of the Nomination & Remuneration Committee was appointed as an Additional Director (Non-Executive Independent) of the Company with effect from May 12, 2026 by the Board of Directors of the Company ("**the Board**"), and who meets the criteria of independence as required under Section 149(6) of the Act and Regulation 16(1)(b) of the SEBI Listing Regulations and a declaration to that effect has been submitted by her, and in respect of whom the Company has received a notice in writing in terms of Section 160(1) of the Act proposing her candidature for the office of a Director, and who is eligible for appointment, be and is hereby appointed as a Non-Executive Independent Director of the Company, not liable to retire by rotation, for a term of five consecutive years commencing from May 12, 2026 to May 11, 2031 (both days inclusive)

**RESOLVED FURTHER that** the Board or any duly constituted Committee of the Board ("**the Committee**") be and is hereby authorized to do all such acts, deeds, matters and things as may be necessary, proper and / or expedient to give effect to this resolution."

By Order of the Board of Directors

Baroruchi Mishra  
Managing Director & CEO  
DIN: 09223144

Place : Chennai  
Date : June 11, 2026



## NOTES

1. A statement pursuant to the provisions of Section 102(1) and other applicable provisions of the Act read with the Rules, setting out all material facts relating to the resolution mentioned in this Postal Ballot Notice and additional information as required under the SEBI Listing Regulations is annexed hereto and forms an integral part of this Notice.
2. In compliance with the MCA Circulars, this Postal Ballot Notice is being sent only through electronic mode to those members whose names appear on the Register of Members / Register of Beneficial Owners as on **Friday, June 19, 2026 ("Cut-Off Date")** received from the Depositories and whose e-mail address is registered with the Company / Registrar and Share Transfer Agent / Depository Participants / Depositories. Physical copies of this Postal Ballot Notice along with Postal Ballot forms and prepaid business reply envelopes are not being sent to the members for this Postal Ballot. The voting rights of the Members shall be in proportion to their share of the paid-up equity share capital of the Company as on the Cut-Off Date
3. In compliance with the provisions of Sections 108 and 110 of the Act and Rules 20 and 22 of the Rules, Regulation 44 of the SEBI Listing Regulations, MCA Circulars and SS-2, the Company has provided the facility of remote e-Voting to all Members, to enable them to cast their votes electronically. The Company has engaged the services of Central Depository Services (India) Limited, ("**CDSL**") to provide remote e-Voting facility to its Members.
4. Only a person whose name is recorded in the Register of Members / Register of Beneficial Owners as on the Cut-Off Date maintained by the Company / Depositories shall be entitled to participate in the remote e-Voting. A person who is not a Member as on the Cut-Off Date, should treat this Postal Ballot Notice for information purpose only.
5. Members may note that this Postal Ballot Notice will also be available on the Company's website [www.hoec.com](http://www.hoec.com), websites of the Stock Exchanges where the equity shares of the Company are listed i.e. BSE Limited [www.bseindia.com](http://www.bseindia.com) and The National Stock Exchange of India Limited [www.nseindia.com](http://www.nseindia.com) and on the website of CDSL [www.evotingindia.com](http://www.evotingindia.com).
6. Members who have not registered their e-mail addresses so far are requested to register their e-mail address with Depository Participants / Registrar & Share Transfer Agent - MUFG Intime India Private Limited (formerly known as Link Intime India Private Limited) of the Company for receiving all communication from the Company electronically.
7. The remote e-Voting shall commence on **Wednesday, June 24, 2026, at 9:00 a.m. (IST)** and shall end on **Thursday, July 23, 2026 at 5:00 p.m. (IST)**. During this period, Members of the Company holding shares in physical or electronic form as on the Cut-Off Date can cast their vote(s) electronically. The remote e-Voting module shall be disabled by CDSL for voting thereafter.
8. Members are requested to read the instructions in the Notes provided in this Postal Ballot Notice to cast their vote electronically. Once the vote on a resolution is cast by a Member, the Member shall not be allowed to change it subsequently or cast the vote again. The votes can be cast not later than **5:00 p.m. (IST) on Thursday, July 23, 2026**.
9. The vote in this Postal Ballot cannot be exercised through proxy. However, Corporate and Institutional Members shall be entitled to vote through their authorized representatives. Institutional / Corporate Members are requested to send a scanned copy of the Board Resolution / Power of Attorney authorising its representatives in pdf / jpg format through e-mail at [sandeep@sandeep-cs.in](mailto:sandeep@sandeep-cs.in) with a copy marked to [hoecshare@hoec.com](mailto:hoecshare@hoec.com), to vote pursuant to Section 113 of the Act.



10. The Board of Directors has appointed M/s. S. Sandeep & Associates, Practicing Company Secretaries (Membership No. FCS No. 5853, CP No. 5987) as Scrutinizer for conducting the Postal Ballot through remote e-Voting process in a fair and transparent manner and they have communicated their willingness to be appointed for the said purpose.
11. The Scrutinizer will, after conclusion of remote e-Voting, scrutinize the votes casted, make a Scrutinizer's report of the votes casted in favour or against, if any, to the Chairman or a person authorized by him in writing within the prescribed timelines under applicable laws who shall countersign the same. The Chairman or any other person authorized by the Chairman shall declare the results within the prescribed timelines under applicable laws.
12. The said results along with the report of the Scrutinizer will also be placed on the website of the Company at [www.hoec.com](http://www.hoec.com). The results shall simultaneously be submitted to the Stock Exchange(s) and CDSL, and be made available at [www.bseindia.com](http://www.bseindia.com), [www.nseindia.com](http://www.nseindia.com) and [www.evotingindia.com](http://www.evotingindia.com).
13. The resolutions passed by the Members through Postal Ballot shall be deemed to have been passed as if the same were passed at a General Meeting of the Members convened in that regard. The resolutions, if passed by requisite majority, will be deemed to have been passed on the last date of remote e-Voting i.e., **Thursday, July 23, 2026**.
14. All relevant documents referred to in the Notice and the Explanatory Statement shall be made available on request for electronic inspection from 10:00 A.M. to 5:00 P.M. (IST), on all working days, from the date of dispatch until the last date for receipt of votes by remote e-Voting. Members seeking to inspect such documents can send an e-mail to [hoecshare@hoec.com](mailto:hoecshare@hoec.com) mentioning their name, Folio No. / Client ID and DP ID, and the documents they wish to inspect, with a self-attested copy of their PAN card attached to the e-mail.
15. The instructions for remote e-Voting are as under:

**Step 1: Access through Depositories CDSL/NSDL e-Voting system in case of individual shareholders holding shares in demat mode.**

In terms of **SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242** dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to abovesaid SEBI Circular, Login method for e-Voting for Individual shareholders holding securities in Demat mode CDSL/NSDL is given below:



Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with <b>CDSL Depository</b>	<ol style="list-style-type: none"><li>1. Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login to Easi / Easiest are requested to visit CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; My Easi New (Token) Tab.</li><li>2. After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the e-voting is in progress as per the information provided by company. On clicking the e-voting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.</li><li>3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; My Easi New (Token) Tab and then click on registration option.</li><li>4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from an e-Voting link available on <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the e-voting is in progress and also able to directly access the system of all e-Voting Service Providers.</li></ol>
Individual Shareholders holding securities in demat mode with <b>NSDL Depository</b>	<ol style="list-style-type: none"><li>1. If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period.</li><li>2. If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select "Register Online for IDeAS "Portal or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li><li>3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen-digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After</li></ol>



Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with <b>NSDL Depository</b> (Contd..)	successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period.  4. For OTP based login you can click on <a href="https://eservices.nsd.com/SecureWeb/evoting/evotinglogin.jsp">https://eservices.nsd.com/SecureWeb/evoting/evotinglogin.jsp</a> . You will have to enter your 8-digit DP ID, 8-digit Client Id, PAN No., Verification code and generate OTP. Enter the OTP received on registered email id/mobile number and click on login. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.
Individual Shareholders (holding securities in demat mode) login through their Depository Participants (DP)	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period.

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

**Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL**

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with <b>CDSL</b>	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cDSLindia.com">helpdesk.evoting@cDSLindia.com</a> or contact at toll free no. 1800 21 09911
Individual Shareholders holding securities in Demat mode with <b>NSDL</b>	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at : 022 - 4886 7000 and 022 - 2499 7000



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## Step 2: Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode.

Login method for Remote e-Voting for Physical shareholders and shareholders other than individual holding in Demat form.

1. The shareholders should log on to the e-Voting website [www.evotingindia.com](http://www.evotingindia.com).
2. Click on "Shareholders" module.
3. Now enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
4. Next enter the Image Verification as displayed and Click on Login.
5. If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier e-Voting of any company, then your existing password is to be used.
6. If you are a first-time user follow the steps given below:

For Physical shareholders and other than individual shareholders holding shares in Demat	
PAN	Enter your 10-digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat Shareholders as well as Physical Shareholders) <ul style="list-style-type: none"><li>• Shareholders who have not updated their PAN with the Company / Depository Participant are requested to use the sequence number sent by Company / RTA or contact Company / RTA.</li></ul>
Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank 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. <ul style="list-style-type: none"><li>• If both the details are not recorded with the depository or Company, please enter the Member id / folio number in the Dividend Bank details field.</li></ul>

7. After entering these details appropriately, click on "SUBMIT" tab.
8. Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders 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.
9. For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
10. Click on the EVSN for the relevant <Hindustan Oil Exploration Company Limited > on which you choose to vote.
11. 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.
12. Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire resolution details.
13. 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.



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14. Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
15. You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
16. If a demat account holder has forgotten the login password, then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
17. There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.

### **18. Additional Facility for Non - Individual Shareholders and Custodians - For Remote e-Voting only.**

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves in the "Corporates" module.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto: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 linked in the login will be mapped automatically & can be delink in case of any wrong mapping
- It is Mandatory that, 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.
- Alternatively, Non-Individual shareholders are required mandatory to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the at the email address viz; [sandeep@sandeep.cs.in](mailto:sandeep@sandeep.cs.in) (scrutinizer email address) and [hoecshare@hoec.com](mailto:hoecshare@hoec.com) (designated email address by Company), if they have voted from individual tab & not uploaded same in the CDSL e-Voting system for the Scrutinizer to verify the same.

### **PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL / MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY / DEPOSITORIES**

1. For Physical shareholders- please provide necessary details like Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAAR (self-attested scanned copy of Aadhaar Card) by email to Company / RTA email id.
2. For Demat shareholders -, Please update your email id & mobile no. with your respective Depository Participant (DP)
3. For Individual Demat shareholders - Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting & joining virtual meetings through Depository.

*If you have any queries or issues regarding e-Voting from the CDSL e-Voting System, you can write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or contact at toll free no. 1800 21 09911*

*All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Sr. Manager, (CDSL,) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call at toll free no. 1800 21 09911*



## EXPLANATORY STATEMENT PURSUANT TO SECTION 102(1) OF THE ACT

### Item No. 1: Appointment of Ms. Preeti Grover (DIN: 00128513) as a Non-Executive Independent Director of the Company

Based on the recommendations of the Nomination & Remuneration Committee, the Board of Directors appointed Ms. Preeti Grover (DIN: 00128513) as an Additional Director (Non-Executive Independent) of the Company, not liable to retire by rotation, for a term of five years commencing from May 12, 2026, subject to approval of the members by special resolution.

The Nomination & Remuneration Committee, while recommending the appointment of Ms. Preeti Grover has taken into consideration core competencies and skills that are required for an Independent Director in the context of the Company's business. In the opinion of the Board, Ms. Preeti Grover is a person of integrity and her appointment as an Independent Director of the Company would be in the interest of the Company considering her extensive experience and exposure as a Company Secretary in Listed entity and Banks. Currently she is a Regional Council Member of the Northern India Regional Council of The Institute of Company Secretaries of India (ICSI) for the term 2023-2026 and made history as the first Female Treasurer of NIRC-ICSI in the year 2023. Her presence will add significant value and strength to the Board.

In the opinion of the Board of Directors, Ms. Preeti Grover fulfils the conditions specified in the Act, the Companies (Appointment and Qualification of Directors) Rules, 2014 ("the Appointment Rules") and the SEBI Listing Regulations for her appointment as an Independent Director of the Company and she is independent to the management.

In terms of Section 160(1) of the Act, the Company has received a notice in writing proposing her candidature for appointment to the office of Independent Director of the Company.

The Company has received from Ms. Preeti Grover (i) consent in writing to act as an Independent Director in Form DIR-2 pursuant to the Appointment Rules, (ii) intimation in Form DIR-8 pursuant to the Appointment Rules, to the effect that she is not disqualified under Section 164 of the Act, and (iii) a declaration that she meets the criteria of independence as provided under Section 149(6) of the Act and Regulation 16(1)(b) of the SEBI Listing Regulations. She has confirmed that she has not been debarred or disqualified by SEBI / Ministry of Corporate Affairs or any such Statutory Authorities from being appointed or continuing as Director of Companies. She has also confirmed that she is in compliance with Rule 6(1) and 6(2) of Appointment Rules with respect to the registration with the data bank of Independent Directors maintained by the Indian Institute of Corporate Affairs.

In accordance with the provisions of the Act and Regulation 25 of the SEBI Listing Regulations, an Independent Director can be appointed for a term of 5 consecutive years subject to the approval of the members of the Company by way of a Special Resolution. Also, pursuant to Regulation 17(1C) of the SEBI Listing Regulations, the approval of the Members of the Company is required to be taken within a period of three months from the date of appointment or at the next general meeting, whichever is earlier. Further, in terms of the provisions of Sections 149 and 152 of the Act read with the Appointment Rules, an Independent Director shall not be liable to retire by rotation.

In view of this, it is proposed to appoint Ms. Preeti Grover as a Non-Executive Independent Director on the Board of the Company for a term of five consecutive years, not liable to retire by rotation, commencing from May 12, 2026, to May 11, 2031 (both days inclusive).

A brief profile of Ms. Preeti Grover and the information as required under SEBI Listing Regulations and SS-2 has been provided in Annexure-A to the Notice. The draft terms and conditions of her appointment are available for inspection by any member electronically and is placed on website of the Company at [www.hoec.com](http://www.hoec.com).

None of the Directors or Key Managerial Personnel of the Company and their relatives, except Ms. Preeti Grover and her relatives to the extent of their shareholding if any in the Company, are in any way concerned or interested, financially or otherwise in this Resolution.

The Board recommends the Resolution set out in item no. 1 of the Notice for approval of the Members as a Special Resolution.

Place : Chennai  
Date : June 11, 2026

**Baroruchi Mishra**  
**Managing Director & CEO**  
**DIN: 09223144**

**Registered office:**  
Tandalja Road, Off Old Padra Road, Vadodara, Gujarat - 390020  
CIN: L11100GJ1996PLC029880 Tel: (0265) 2330766.  
E-mail: [hoecshare@hoec.com](mailto:hoecshare@hoec.com); Website: [www.hoec.com](http://www.hoec.com)

#### **Annexure-A**

#### **1. Brief Profile of Ms. Preeti Grover**

Ms. Preeti Grover, aged 53 years, is a Regional Council Member of the Northern India Regional Council of the Institute of Company Secretaries of India (ICSI) for the term 2023-2026. She made history as the first Female Treasurer of NIRC-ICSI in the year 2023.

Earlier she was Managing Committee member of Noida Chapter of ICSI for the term 2019-2022, she was Chairperson Noida Chapter of the ICSI for the year 2021 and made tremendous efforts for training programs for members and students of ICSI.

A seasoned corporate professional, she is a Fellow Member of ICSI, a practicing Company Secretary, and the Founder of PG & Associates, a peer-reviewed firm specializing in Secretarial Audit.

With almost 30 years of diverse experience, she has served as Company Secretary at Havells India Limited and worked with the Board Secretariat of Oriental Bank of Commerce before establishing her practice.

Ms. Preethi Grover completed her Honours Graduate in Law at University of Delhi also a Fellow member of ICSI, master's in commerce & Honours Graduate in Commerce.



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## Additional Details of the Director seeking appointment as required under the SEBI Listing Regulations and SS-2

Name	Ms. Preeti Grover
Date of Birth	July 09, 1972
Age	53 years
Date of first appointment on the Board	May 12, 2026
Qualifications	Honours Graduate in Law Fellow member of ICSI Master's in commerce & Honours Graduate in Commerce.
Nature of expertise in specific functional area	Please refer brief profile given in Annexure - A
Past remuneration	Not Applicable as she has been appointed as Additional Director effective May 12, 2026
Number of Board Meetings attended during the financial year	Post her appointment, she has attended one Board Meeting that was held on June 11, 2026.
Terms and conditions of appointment including remuneration to be paid	Appointment as an Independent Director for a term of five consecutive years, not liable to retire by rotation. She will be entitled to sitting fee for attending the Board / Committee meetings, as approved by the Board. She would also be entitled for commission, as may be approved by the Board and members, in terms of the provisions of the Act and the SEBI Listing Regulations.
Number of shares held in the Company including shares held as a Beneficial Owner	Nil
Relationship with other Directors / KMPs / Manager	None
Directorships held in other Companies	1. Precision Electronics Limited 2. Saga Properties Private Limited 3. Roadstar Investment Managers Limited 4. IL&FS Engineering And Construction Company Limited
Committee Membership / Chairpersonship held in other Listed Companies	1. Precision Electronics Limited <ul style="list-style-type: none"><li>Chairman of Nomination and Remuneration Committee</li><li>Chairman of Stakeholders Relationship Committee</li><li>Member of Audit Committee</li></ul> 2. IL&FS Engineering And Construction Company Limited <ul style="list-style-type: none"><li>Member of Stakeholders Relationship Committee</li></ul>
Resignation from Listed Companies in the past three years	NA
The skills and capabilities required for the role and the manner in which the proposed Director meets such requirements	Please refer Explanatory Statement

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