

28th August, 2021

BSE Limited
Department of Corporate Services
1st Floor, Phiroze Jeejeebhoy Towers
Dalal Street
Mumbai 400 001

National Stock Exchange of India Limited
Listing Department
Exchange Plaza
Bandra-Kurla Complex, Bandra (East)
Mumbai 400 051

Dear Sir,

Sub: Summary of proceedings of the 67th Annual General Meeting
of the Company held on 27th August, 2021

As per the requirement of Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose herewith the summary of proceedings of the 67th Annual General Meeting of the Company held on 27th August, 2021.

Thanking you,

Yours faithfully,

VOLTAS LIMITED



(V. P. MALHOTRA)

Vice President - Taxation,
Legal & Company Secretary

Enc.

VOLTAS LIMITED

Corporate Management Office

Registered Office Voltas House 'A' Dr Babasaheb Ambedkar Road Chinchpokli Mumbai 400 033
Tel 91 22 66656251 66656258 Fax 91 22 66656311 e-mail vpmalhotra@voltas.com website www.voltas.com

Corporate Identity Number L29308MH1954PLC009371

A **TATA** Enterprise

Summary of the Proceedings of the 67th Annual General Meeting of the Company.

The 67th Annual General Meeting (AGM) of Voltas Limited (the Company) was held on Friday, 27th August, 2021 at 3.00 p.m. through Video Conferencing ('VC')/Other Audio Visual Means ('OAVM'). The Company, while conducting the Meeting, adhered to the Circulars issued by the Ministry of Corporate Affairs (MCA), Securities and Exchange Board of India (SEBI) and other social distancing norms in view of the outbreak of COVID-19 pandemic.

The Company Secretary welcomed the Members to the Meeting and explained them the procedural/technical points relating to the participation at the Meeting through VC and also informed that the Company had provided its Members, the facility to cast their vote electronically through the National Securities Depository Limited (NSDL) system before the Meeting. He further informed that the remote e-voting facility was also made available during the AGM for the benefit of Members who were present during the Meeting and had not cast their votes earlier through remote e-voting.

Mr. Noel N. Tata, Chairman of the Company chaired the Meeting. Mr. Noel N. Tata is also the Chairman of Shareholders' Relationship Committee. Mr. Pradeep Bakshi, Managing Director & CEO and Mr. Jitendra Verma, Chief Financial Officer were present at the common venue. The requisite quorum being present, the Chairman called the meeting to order. The Registers as required under the Companies Act, 2013 were available for inspection. Since there was no physical attendance of Members and in compliance with the Circulars issued by the MCA and SEBI, the requirement of appointing proxies was not applicable, except for the Authorized Representatives of corporate shareholders. All the Directors attended the Meeting through VC, except Mr. Hemant Bhargava. Mr. Zubin Dubash, Chairman of the Board Audit Committee and the Risk Management Committee, Mr. Bahram N. Vakil, Chairman of Nomination and Remuneration Committee were present for the Meeting through VC.

Mr. Dolphy D'Souza, Partner of SRBC & Co LLP, Statutory Auditors and Representative of M/s. N. L. Bhatia & Associates, Secretarial Auditors were also present at the Meeting through VC.

With the consent of the Members, the Notice convening the 67th AGM was taken as read. As the Auditors Report had no qualifications, the same was not read by the Company Secretary.

The Chairman made his opening remarks including on the business operations, financial performance of the Company and impact of COVID 19 pandemic on the business operations of the Company.

The Chairman informed that the Board had appointed M/s. N. L. Bhatia & Associates, Practicing Company Secretaries as Scrutinizer to scrutinize the remote e-voting process as well as e-voting at the AGM in a fair and transparent manner.

The Chairman then requested the shareholders to express their views, ask questions and seek clarifications, if any. The Chairman suitably responded to the questions asked by the Shareholders at the Meeting.

The following Resolutions set out in the Notice convening the AGM were put to vote by remote e-voting and e-voting during the Meeting:

Item No.	Details of the Agenda	Resolution required
1	To receive, consider and adopt the Audited Stand-alone Financial Statements for the financial year ended 31 st March, 2021 together with the Report of the Board of Directors and the Auditors thereon.	Ordinary
2	To receive, consider and adopt the Audited Consolidated Financial Statements for the financial year ended 31 st March, 2021 together with the Report of the Auditors thereon.	Ordinary
3	To declare a dividend on Equity Shares for the financial year 2020-21.	Ordinary
4	To appoint a Director in place of Mr. Noel N. Tata (DIN: 00024713), who retires by rotation and is eligible for re-appointment.	Ordinary
5	To appoint Mr. Saurabh Agrawal (DIN: 02144558) as a Director of the Company.	Ordinary
6	Re-appointment of Mr. Arun Kumar Adhikari (DIN: 00591057) as an Independent Director of the Company for a second term of five years commencing from 8 th June, 2022.	Special
7	Ratification of Cost Auditor's Remuneration for the financial year ending 31 st March, 2022.	Ordinary

The Chairman thanked the Members for attending and participating in the AGM by video conference and stated that the e-voting facility would be kept open for the next 15 minutes to enable the Members to cast their vote. The Chairman authorized, Mr. V. P. Malhotra, Company Secretary to carry out the voting process and also authorized him to declare the consolidated voting results.

The Chairman informed the Members that the voting results would be submitted to the Stock Exchanges and also made available on the websites of the Company and NSDL within 2 working days of the conclusion of the Meeting

↑

VOLTAS

Upon completion of the e-voting process, the Company Secretary declared the Meeting as closed at 5:02 p.m.

The Scrutinizer's Report was received after conclusion of the Meeting on 27th August, 2021 and as set out therein, all the aforesaid Resolutions were declared passed with requisite majority.

28.8.2021

VOLTAS LIMITED



(V. P. MALHOTRA)

Vice President - Taxation,
Legal & Company Secretary