

LONGVIEW TEA COMPANY LTD.
CIN: L15491WB1879PLC000377
REGISTERED OFFICE: Oswal Chamber, 5th Floor, 2,
Church Lane, Kolkata 700001
EMAIL: longviewteacolimited@gmail.com
Website: www.longviewtea.co.in

Date: 03.11.2025

Department of Corporate Services
The BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai-400001.

Scrip Code: 526568

Sub: Notice of 146th Annual General Meeting (AGM).

Dear Sir/Madam,

Please find annexed herewith the Notice of the 146th Annual General Meeting (AGM) of the shareholders of the Company to be held through Video Conferencing (VC)/Other Audio-Visual Means (OAVM) on Friday, 28th day of November, 2025 at 4.30. P.M. (IST) in accordance with the relevant circulars issued by the Ministry of Corporate Affairs and Securities and Exchange Board of India.

The Notice of the 146th AGM is being sent electronically to shareholders whose email IDs are registered with the Company / Registrar and Share Transfer Agent, and Depositories.

The Notice of the 146th AGM is also being uploaded to the Company's website, i.e., www.longviewtea.co.in.

You are requested to take the same on your record.

Thanking you,

Yours Sincerely,
For **Longview Tea Company Limited**

Pradip
Kumar Daga Digitally signed by
Pradip Kumar Daga
Date: 2025.11.03
11:39:58 +05'30'

Pradip Kumar Daga
Director
DIN: 00040692

NOTICE

NOTICE IS HEREBY GIVEN THAT THE 146TH ANNUAL GENERAL MEETING OF THE SHAREHOLDERS OF M/S LONGVIEW TEA COMPANY LIMITED WILL BE HELD ON FRIDAY THE 28TH DAY OF NOVEMBER, 2025 AT 4.30 P.M. THROUGH VIDEO CONFERENCING (VC)/ OTHER AUDIO VISUAL MEANS (OAVM) SUCH THAT THE DEEMED VENUE OF THE MEETING SHALL BE AT THE AT THE REGISTERED OFFICE OF THE COMPANY AT OSWAL CHAMBER, 5TH FLOOR, 2, CHURCH LANE, KOLKATA G.P.O., KOLKATA, WEST BENGAL, INDIA, 700001:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Financial Statements as at 31st March, 2025 together with Reports of the Board of Directors and Auditor's thereon.
2. To appoint a Director in place of Mr. Pradip Kumar Daga (DIN: 00040692) who retires by rotation and being eligible, offers himself for re-appointment.

SPECIAL BUSINESS:

3. Appointment of Secretarial Auditor of the company

To consider and if thought fit, pass with or without modifications, the following as an Ordinary resolution:

“**RESOLVED THAT** pursuant to Regulation 24A and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“The Listing Regulations”) read with circulars issued thereunder from time to time and applicable provisions of the Companies, 2013 (“the Act”) and Rules made thereunder (including any statutory modification or re-enactment thereof for the time being in force) and in accordance with the approval of the Board of Directors of the Company, Mr. Pravin Kumar Drolia, Practicing Company Secretary (CP No. 1362) being a proprietor is appointed as Secretarial Auditor of the Company for a term of five consecutive years i.e. from the conclusion of forthcoming 146th Annual General Meeting (‘AGM’) of the Company till the conclusion of the 151st AGM to be held in the year 2030 to conduct audit of secretarial records maintained by the Company from the FY 2025-26 to 2029-30, at a remuneration to be determined by the Board of Directors of the Company.”

4. Appointment of Ms. Navpreet Kaur (DIN: 07144566) as Non-Executive Independent Director

To consider and if thought fit, pass with or without modifications, the following as an Ordinary resolution:

“**RESOLVED THAT** pursuant to the provisions of Section 149, 150, 152, 161 read with Schedule IV of the Companies Act, 2013 and the rules made thereunder, including the statutory modifications and re-enactment thereof, for the time being in force, and the applicable regulations under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR Regulations), the

Articles of Association of the company, Ms. Navpreet Kaur (DIN: 07144566) who was appointed as an Additional Director (Independent Non Executive) of the company w.e.f. 30.12.2024, in accordance with the provisions of Section 161 of the Companies Act, 2013 to hold office upto the date of this Annual General Meeting, be and is hereby regularized and appointed, as an Independent Director of the Company for a period of 3 years from the date of her appointment i.e. to hold office until December 29, 2027, not liable to retire by rotation.”

5. Appointment of Mr. Kuldeep Singh Rathore (DIN: 11283462) as Non-Executive Independent Director

To consider and if thought fit, pass with or without modifications, the following as an Ordinary resolution

“**RESOLVED THAT** pursuant to the provisions of Section 149, 150, 152, 161 read with Schedule IV of the Companies Act, 2013 and the rules made thereunder, including the statutory modifications and re-enactment thereof, for the time being in force, and the applicable regulations under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR Regulations), the Articles of Association of the company, Mr. Kuldeep Singh Rathore (DIN: 11283462) who was appointed as an Additional Director (Independent Non Executive) of the company w.e.f. 15.09.2025, in accordance with the provisions of Section 161 of the Companies Act, 2013 to hold office upto the date of this Annual General Meeting, be and is hereby regularized and appointed, as an Independent Director of the Company for a period of 3 years from the date of her appointment i.e. to hold office until September 14, 2028, not liable to retire by rotation.”

Date: 27.10.2025

Place: Chandigarh

By order of the Board of Directors
For **LONGVIEW TEA CO LTD**

Pradip Kumar Daga
Director
DIN: 00040692

NOTES

1. In terms of Section 152 of the Act, Mr. Pradip Kumar Daga (DIN: 00040692) retires by rotation at this meeting and being eligible, offers himself for re-appointment. The Board of Directors of the Company recommends his re-appointment. The Relevant details of the Director proposed to be re-appointed, as required under Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirement) Regulations, 2015 and Secretarial Standard on General Meetings (SS-2) is annexed to this notice.
2. The Explanatory Statement, pursuant to Section 102 of the Companies Act, 2013, in respect of the business under Item No. 3-5 of the accompanying Notice is annexed hereto
3. The Register of Members and the Share Transfer books of the Company will remain closed from Thursday, 20th November, 2025 to Friday, 28th November, 2025 (both days inclusive).
4. The Ministry of Corporate Affairs (MCA) vide a series of its circulars permitted the holding of the Annual General Meeting (“AGM”) through Video Conferencing (VC) or Other Audio Visual Means (OAVM) without the physical presence of the Members at a common venue. Further, Securities and Exchange Board of India (“SEBI”) vide its Circulars has also granted certain relaxations regarding related provisions of the LODR. In compliance with the provisions of the Companies Act, 2013 (‘the Act’), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”) and MCA Circulars, the AGM of the Company shall be conducted through VC / OAVM. The deemed venue for the AGM will be the registered office of the Company at Oswal Chamber, 5th Floor, 2, Church Lane, Kolkata, West Bengal, India, 700001. Attendance of the Members participating in the AGM through VC / OAVM facility shall be counted for the purpose of reckoning the quorum for the AGM as per section 103 of the Companies Act, 2013.
5. In compliance with the aforesaid MCA and SEBI Circulars, Notice of the AGM along with the Annual Report 2024-25 is being sent only through electronic mode to those Members whose email addresses are registered with the Company or the Registrar and Share Transfer Agent (the “RTA”) or with their respective Depository Participant/s (DPs). Members may note that the Notice and Annual Report for the financial year ended 31st March, 2025 will also be available on the Company’s website at www.longviewtea.co.in, website of the Stock Exchange i.e. BSE Limited at www.bseindia.com and the AGM Notice is also available on website of CDSL (agency for providing the Remote e-Voting facility and e-voting system during the AGM) at www.evotingindia.com. The physical copy of the Notice along with Annual Report shall be made available to the Member(s) who may request for the same in writing to the Company.
6. Pursuant to the provisions of the Act, a member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/ her behalf and the proxy need not be a member of the Company. Since this AGM is being held pursuant to MCA circulars on AGM through VC/OAVM, the physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for this AGM and hence the Attendance Slip, Route Map and Proxy Form are not annexed to this Notice.
7. Corporate members intending to authorize their representatives to attend the AGM through VC / OAVM are requested to send a scanned certified copy of the board resolution (pdf/jpeg format) authorizing their representative to attend the AGM through VC / OAVM and to vote through the remote e-Voting and e-Voting during AGM. The said Resolution/Authorization shall be sent to the Scrutinizer by email through its registered email address to droliapravin12@gmail.com with a copy marked to helpdesk.evoting@cdslindia.com and longviewteacolimited@gmail.com.

8. Members are requested to send all their correspondence to the Company's Registrar and Share Transfer Agent, M/s. Maheshwari Datamatics Private Limited, 23, R. N. Mukherjee Road, 5th Floor, Kolkata – 700 001. For any communication, the shareholders may also send requests to email ids: mdpldc@yahoo.com and longviewteacolimited@gmail.com.
9. REGISTRATION OF EMAIL ADDRESSES – Eligible members who have not registered their e-mail addresses are requested to register the same with their Depository Participant ('DP'), if the shares are held in demat form and members holding shares in physical form are requested to provide the same to the Registrar and Transfer Agent having address at M/s. Maheshwari Datamatics Private Limited, 23, R. N. Mukherjee Road, 5th Floor, Kolkata – 700 001, email: mdpldc@yahoo.com or by visiting this link - www.mdpl.in
10. Nomination: As per the provisions of Section 72 of the Companies Act, 2013 the facility for making nomination is available for the members in respect of the shares held by them. Members who have not yet registered their nomination are advised to register the same by submitting Form No. SH13. Members are requested to submit the said details to their Depository Participants in case the shares are held by them in electronic form and to the Company's Registrar and Transfer Agent ('RTA') in case the shares are held by them in physical form, quoting their folio number. If a member desires to opt out or cancel the earlier nomination and record a fresh nomination, he/she may submit the same in Form ISR-3 or SH-14 as the case may be. The said forms can be downloaded from the website of the Company at www.longviewtea.org or from the website of the RTA at www.mdpl.in
11. Members are requested to intimate changes, if any, pertaining to their name, postal address, email address etc. if any, to the Company's Registrar and Share Transfer Agent having address at M/s. Maheshwari Datamatics Private Limited, 23, R. N. Mukherjee Road, 5th Floor, Kolkata – 700 001, email: mdpldc@yahoo.com or by visiting this link- www.mdpl.in for shares held in physical form and to their respective Depository Participant (DP) for shares held in electronic form.
12. To prevent fraudulent transactions, members are advised to exercise due diligence and notify the Company of any change in address or demise of any member as soon as possible. Members are also advised not to leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified.
13. In terms of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, securities of listed companies can only be transferred in dematerialized form. In view of this, members are advised to dematerialize shares held by them in physical form.
14. Members holding Shares, in physical form, in identical order of names in more than one Folio, are requested to write to the Registrar and Share Transfer Agent enclosing the relevant Share Certificates requesting consolidation of such Foliros into one Folio for their own convenience.
15. 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 at longviewteacolimited@gmail.com from 20th November, 2025 to 24th November, 2025, stating their queries in the emails. Only those Members who have registered their queries will be addressed at the AGM or responded appropriately over emails. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.
16. Members may please note that SEBI vide its Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated 25th January 2022 has mandated the listed companies to issue securities in dematerialized form only while processing service request, viz. issue of duplicate securities certificate, claim from Unclaimed Suspense Account, renewal / exchange of securities certificate,

endorsement, sub-division / splitting of securities certificate, consolidation of securities certificates / folios, transmission and transposition. Further SEBI vide its circular No. SEBI/HO/MIRSD_RTSMB/P/CIR/2022/65 dated 18th May 2022 has simplified the procedure and standardized the format of documents for transmission of securities. Accordingly, members are requested to make service requests by submitting a duly filled and signed Form ISR-4 and ISR-5, as the case may be. The said forms can be downloaded from the website of the Company at www.longviewtea.org or from the website of the RTA at www.mdpl.in

17. The Securities and Exchange Board of India (“SEBI”) has mandated furnishing of PAN, KYC details (i.e., Postal Address with Pin Code, email address, mobile number, bank account details) and nomination details by holders of securities. Effective from 1 January 2022, any service requests or complaints received from the member, will not be processed by RTA till the aforesaid details/documents are provided to RTA. On or after 1 October 2023, in case any of the above cited documents/details are not available in the Folio(s), RTA shall be constrained to freeze such Folio(s). Relevant details and forms prescribed by SEBI in this regard are available on the website of the Company www.longviewtea.co.in.
18. Members seeking any information about the financial accounts or any other matter to be placed at the AGM are requested to write to the Company at least 10 days before the Meeting. The same will be replied by the Company suitably.
19. Shri Pravin Kumar Drolia, Practicing Company Secretary (Membership No. FCS 2366 and Certificate of Practice No. 1362) has been appointed as the Scrutinizer to scrutinize the remote e-voting and e-voting during the meeting in a fair and transparent manner.
20. The Register of Directors’ and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act, the Register of contracts or arrangements in which the Directors are interested maintained under Section 189 of the Act, shall be available for electronic inspection by the members during the AGM. All other documents referred to in the Notice shall also be made available for inspection in electronic mode.
21. As per SEBI circular SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/76 dated 30.05.2022, Members having dispute against the Company or its Registrar and Share Transfer Agent (RTA) on delay or default in processing of their request, can file arbitration application with Stock Exchange.
22. Awareness about Online Resolution of Disputes in the Indian Securities Market through Online Dispute Resolution (‘ODR’) Portal
 - I. This is to inform the members that Securities and Exchange Board of India (“SEBI”) vide circular no. SEBI/HO/OIAE/OIAE_IAD1/P/CIR/2023/131 dated July 31, 2023 issued guidelines for online resolution of disputes in the Indian securities market through establishment of a common ODR Portal which harnesses online conciliation and online arbitration for resolution of disputes arising between investors/clients and listed companies (including their RTA’s) or specified intermediaries/ regulated entities in the securities market.
 - II. SEBI vide circular no. SEBI/HO/OIAE/OIAE_IAD-1/P/CIR/2023/135 dated August 4, 2023 has further clarified that the investor shall first take up his/her/their grievance with the Market Participant (Listed Companies, specified intermediaries, regulated entities) by lodging a complaint directly with the concerned Market Participant. If the grievance is not redressed satisfactorily, the investor may escalate the same through the SCORES Portal <https://scores.gov.in/scores/Welcome.html> in accordance with the process laid out. After exhausting the above options for resolution of the grievance, if the investor is still not satisfied with the outcome, he/she/they can initiate dispute resolution through the ODR Portal.
 - III. The SMART ODR Portal can be accessed at: <https://smartodr.in/login>.

23. VOTING THROUGH ELECTRONIC MEANS

1. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (as amended) read with the circulars issued by MCA and SEBI and Secretarial Standards on General Meetings (SS-2) issued by the Institute of Company Secretaries of India, the Company is providing its members, the facility to exercise their right to vote on resolutions proposed to be considered at the 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 (“remote e-voting”) as well as e-voting during the AGM will be provided by Central Depository Services (India) Limited (CDSL).
2. The facility for E-voting through electronic voting system shall also be made available at the AGM and the members attending the meeting, who have not cast their vote through remote e-voting shall be able to exercise their voting rights at the meeting. The members who have already cast their vote through remote e-voting prior to the AGM may attend the AGM but shall not be able to cast their vote again at the AGM.
3. Shri Pravin Kumar Drolia, Practicing Company Secretary has been appointed as the Scrutinizer to scrutinize the remote e-voting process and e-voting during the AGM in a fair and transparent manner.
4. The Scrutinizer shall, immediately after the conclusion of e-voting at the AGM, would unblock the votes cast through remote e-voting and through e-voting at the AGM in the presence of at least two witnesses not in employment of the Company and submit, not later than three days of conclusion of the AGM, a consolidated Scrutinizer’s report of the total votes cast in favour or against, if any, to the Chairman of the meeting or a person authorised by him in writing who shall countersign the same. The results declared along with the Scrutinizer’s Report shall be placed on the Company’s website (www.longviewtea.co.in) and on the website of CDSL (www.evotingindia.com) after the result is declared. The Company shall simultaneously forward the results to BSE Limited (“BSE”) where the shares of the Company are listed.
5. The voting rights of the members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date (record date) of Friday, the 21st November, 2025.
6. The instructions for shareholders voting electronically are as under:
 - (i) The remote E-voting period commences on Tuesday, 25th November, 2025 at 9.00 A.M. and ends on Thursday, 27th November, 2025 at 5.00 P.M. 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 Friday, 21st November, 2025 may cast their vote by remote e-voting. The e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
 - (ii) Shareholders who have already voted prior to the meeting date would not be entitled to vote during the meeting. However, they may still attend the AGM.
 - (iii) As per circular of SEBI on e-Voting Facility provided by Listed Entities, dated December 9, 2020, all individual shareholders holding securities in demat mode can cast their vote by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants.
 - (iv) 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.

24. CDSL e-Voting System – For e-voting and joining the AGM through VC

1. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended), and MCA Circulars dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote e-voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with Central Depository Services (India) Limited (CDSL) for facilitating voting through electronic means, as the authorized e-Voting's agency. The facility of casting votes by a member using remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.
2. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the AGM through VC/OAVM will be made available to atleast 1000 members on first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the AGM without restriction on account of first come first served basis.
3. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Companies Act, 2013.
4. Pursuant to MCA Circular No. 14/2020 dated April 08, 2020, the facility to appoint proxy to attend and cast vote for the members is not available for this AGM/EGM. However, in pursuance of Section 112 and Section 113 of the Companies Act, 2013, representatives of the members such as the President of India or the Governor of a State or body corporate can attend the AGM through VC/OAVM and cast their votes through e-voting.
5. In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April 13, 2020, the Notice calling the AGM has been uploaded on the website of the Company at www.longviewtes.co.in. The AGM Notice is also disseminated on the website of CDSL (agency for providing the Remote e-Voting facility and e-voting system during the AGM/EGM) i.e. www.evotingindia.com.

THE INTRUCTIONS OF SHAREHOLDERS FOR E-VOTING AND JOINING VIRTUAL MEETINGS ARE AS UNDER:

- Step 1** : Access through Depositories CDSL/NSDL e-Voting system in case of individual shareholders holding shares in demat mode.
- Step 2** : Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode.
- (i) The voting period begins on Tuesday, 25th November, 2025 (9.00 a.m.) and ends on Thursday, 27th November, 2025 (5.00 p.m.). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date Friday, 21st November, 2025 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

- (ii) Shareholders who have already voted prior to the meeting date, shall be entitled to attend the AGM but shall not be entitled to vote at the meeting venue.
- (iii) Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to **all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants**. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

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

- (iv) 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 and joining virtual meetings **for Individual shareholders holding securities in Demat mode CDSL/NSDL** is given below:

Type shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL Depository	<ol style="list-style-type: none"> 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 www.cdslindia.com and click on login icon & My Easi New (Token) Tab. 2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting 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 & 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. 3) If the user is not registered for Easi/Easiest, option to register is available at CDSL website www.cdslindia.com and click on login & My Easi New (Token) Tab and then click on registration option. 4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see

	<p>the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.</p>
<p>Individual Shareholders holding securities in demat mode with NSI Depository</p>	<ol style="list-style-type: none"> 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: https://eservices.nSDL.com 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 or joining virtual meeting & voting during the meeting. 2) If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nSDL.com. Select “Register Online for IDeAS” “Portal” or click at https://eservices.nSDL.com/SecureWeb/IdeasDirectReg.jsp 3) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nSDL.com/ 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 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 or joining virtual meeting & voting during the meeting. 4) For OTP based login you can click on https://eservices.nSDL.com/SecureWeb/evoting/evotinglogin.jsp. 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 the 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 or joining virtual meeting for voting during the meeting.
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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

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 21 09911
Individual Shareholders holding securities in Demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request to evoting@nsdl.co.in or call at : 022 - 4886 7000 and 022 - 2499 7000

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

- (v) Login method for e-Voting and joining virtual meetings for **Physical shareholders and shareholders other than individual holding in Demat form.**
 - i. The shareholders should log on to the e-voting website www.evotingindia.com.
 - ii. Click on “Shareholders” module.
 - iii. 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.
 - iv. Next enter the Image Verification as displayed and Click on Login.

- v. If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.
- vi. 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"> 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.
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"> 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.

- (vi) After entering these details appropriately, click on “SUBMIT” tab.
- (vii) 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.
- (viii) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (ix) Click on the EVSN for the relevant LONGVIEW TEA COMPMAY LIMITED on which you choose to vote.
- (x) 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.
- (xi) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xii) 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.
- (xiii) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xiv) You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- (xv) 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.

- (xvi) There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.
- (xvii) **Additional Facility for Non – Individual Shareholders and Custodians –For Remote Voting only.**
- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to 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.
 - 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 email address droliapravin12@gmail.com and longviewteacolimited@gmail.com, if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

INSTRUCTIONS FOR SHAREHOLDERS ATTENDING THE AGM THROUGH VC/OAVM & E-VOTING DURING MEETING ARE AS UNDER:

1. The procedure for attending meeting & e-Voting on the day of the AGM is same as the instructions mentioned above for e-voting.
2. The link for VC/OAVM to attend meeting will be available where the EVSN of Company will be displayed after successful login as per the instructions mentioned above for e-voting.
3. Shareholders who have voted through Remote e-Voting will be eligible to attend the meeting. However, they will not be eligible to vote at the AGM.
4. Shareholders are encouraged to join the Meeting through Laptops / IPads for better experience.
5. Further shareholders will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
6. 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.
7. Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.

8. Only those shareholders, who are present in the AGM through VC/OAVM facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system available during the AGM.
9. If any Votes are cast by the shareholders through the e-voting available during the AGM and if the same shareholders have not participated in the meeting through VC/OAVM facility, then the votes cast by such shareholders may be considered invalid as the facility of e-voting during the meeting is available only to the shareholders attending the meeting.

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), AADHAR (self attested scanned copy of Aadhar 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 attending AGM & e-Voting from the CDSL e-Voting System, you can write an email to 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 or call toll free no. 1800 21 09911.

28. Mr. Pravin Kumar Drolia, Company Secretary, Kolkata, has been appointed as the Scrutinizer to scrutinize the remote e-Voting process and casting vote through the e-voting system during the meeting in a fair and transparent manner.
29. The Scrutinizer shall, immediately after the conclusion of voting at the AGM, first count the votes cast at the meeting, thereafter unblock the votes through e-voting in the presence of at least two witnesses, not in the employment of the Company and make a consolidated Scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman of the Company, who shall countersign the same.
30. The Scrutinizer shall submit his report to the Chairman of the Company, who shall declare the result of the voting. The Results declared along with the report of the Scrutinizer shall be placed on the website of the Company at www.longviewtea.co.in and on the website of CDSL at www.evotingindia.com immediately after the declaration of Results by the Chairman or a person authorized by him.

OTHER GUIDELINES/INSTRUCTIONS:

- i. Any person, who acquires shares of the Company and becomes a member of the Company after sending of the Notice and is holding shares as on the cut-off date, may follow the same instructions/steps as mentioned above for e-voting.
- ii. A person whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the Depositories as on cut-off date only shall be entitled to avail the facility

- of remote e-voting or voting at the meeting. Any person who is not a member as on the cut-off date shall treat this Notice for information purpose only.
- iii. If you have any queries or issues regarding attending AGM & e-voting form the CDSL e-voting system, you can write an email to helpdesk.evoting@cdslindia.com or contact at 022-23058738 and 022-23058542/43.
 - iv. 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 or call on 022-23058542/43.

Date: 27.10.2025
Place: Chandigarh

By order of the Board of Directors
For **LONGVIEW TEA CO LTD**

Pradip Kumar Daga
Director
DIN: 00040692

ANNEXURE TO THE NOTICE

Details of Directors seeking re-appointment at the forthcoming Annual General Meeting (Pursuant to Regulation 36(3) of the SEBI Listing Regulations, and Secretarial Standard - 2 (SS-2):

Name of Director	Mr. Pradip Kumar Daga
DIN	00040692
Date of Birth	24.04.1937
Age	88 years
Brief resume & nature of expertise in specific functional areas	Shri Pradip Kumar Daga, aged 88 years is an eminent Industrialist having vast Industrial experience in diverse fields like Tea, Textile and Engineering etc. It is to be noted that Shri Pradip Kumar Daga has held very vital and key positions of Chairman and Managing during his tenure in other companies and has played vital roles in the growth and development of several group companies.
Date of Appointment	08/05/1954
Qualifications	B. Com (Hons)
In case of independent directors, the skills and capabilities required for the role and the manner in which the proposed person meets such requirements	NA
Terms and conditions of appointment / re-appointment	Mr. Pradip Kumar Daga holds the position of Non-Executive Director in the company and upon re-appointment at the AGM he shall continue to hold the office as Non-Executive Director for such tenure and on such terms as approved by the shareholders.
Remuneration last drawn and Proposed to be Paid	Rs. 30,000 paid as Sitting fee for FY 2024-25.
Details of shareholding in the Company	4,16,609 equity shares
Relationship with other Directors/ Manager Key Managerial Personnel (if any)	Mr. P K Daga is related to Mr. Shantanu Daga, CEO (Grandson), and Mrs. Rohini Mukherjee, CFO (Granddaughter-in-law)
Number of Board meetings attended during the year 2024-25	2 (Two)*
Listed entities from which Director resigned in the past three years	1. Deepak Industries Ltd (w.e.f. 16.12.2023) 2. Deepak Spinners Limited (w.e.f. 16.04.2024)
Directorships in other companies	Nil

Membership / Chairmanship of committees of the Company	Member in Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee in Longview Tea Co Limited
Membership / Chairmanship of committees of other companies	Nil

** As per and to the extent of the records available with the current management. Further elaborated in the attached annual report.*

EXPLANATORY STATEMENT PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013

Item No. 3

Pursuant to the provisions of Section 204 of the Companies Act, 2013, read with Rule 9 of the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, read with the applicable provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, every listed company is required to annex with its Board's Report a Secretarial Audit Report issued by a Practicing Company Secretary in Form MR-3.

As per the amended Regulation 24A of the Listing Regulations, the Company is required to undertake Secretarial Audit by a Secretarial Auditor who shall be a peer reviewed Company Secretary.

In accordance with the above, upon recommendation of the Audit Committee, the Board of Directors at its meeting held on 28.05.2025, approved and recommended to the Shareholders of the Company for their approval, the appointment of Mr. Pravin Kumar Drolia, Practicing Company Secretary, Kolkata, (CP No.: 1362) being a proprietor, as Secretarial Auditor of the Company at the ensuing 146th Annual General Meeting for a term of 5 (Five) consecutive Years i.e. from the conclusion of forthcoming 146th Annual General Meeting ('AGM') of the Company till the conclusion of the 151st AGM to be held in the year 2030 ('the term'). The Board of Directors also approved to avail or obtain from the Secretarial Auditor, such other services or certificates, reports, or opinions which the Secretarial Auditors may be eligible to provide or issue under the Applicable Laws. Mr. Pravin Kumar Drolia has given his consent to act as Secretarial Auditor of the Company and confirmed that her appointment (if made) would be within the prescribed limits under the Companies Act, 2013 ('the Act') & Rules made thereunder and SEBI LODR Regulations. He has also confirmed that he is not disqualified to be appointed as Secretarial Auditor in terms of the provisions of the Act & Rules made thereunder and SEBI LODR Regulations.

Brief profile of Mr. Pravin Kumar Drolia is as under:

Mr. Pravin Kumar Drolia is a Practicing Company Secretary serving as a secretarial consultant to several companies and providing a wide range of services including but not limited to Secretarial Audit, Corporate Due Diligence, Corporate Restructuring, appearances before regulatory bodies etc. She has been subject to the peer review by the ICSI and hold a valid Peer Review Certificate.

Other disclosures: The Board, after taking into account the experience of Mr. Pravin Kumar Drolia, was of the opinion that he is qualified to be appointed as the Secretarial Auditor of the Company in accordance with the Listing Regulations. The Board accordingly recommended her appointment as the Secretarial Auditor for the term, as set out in the proposed resolution, to the members of the Company.

It is further proposed that the remuneration of Rs. 25,000/- plus applicable taxes and reimbursement of out of pocket expenses incurred during the course of the audit to be paid to the Secretarial Auditor, for the Financial Year ending 31st March, 2026 and for subsequent year(s) of her term, such fee as determined by the Board, on recommendation of the Audit Committee.

None of the Directors, key managerial personnel of the Company and their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at Item No. 3 of the Notice.

Basis the rationale provided above, the Board of Directors of the Company recommends the resolution set out at Item No. 3 for approval of the Members as an Ordinary Resolution.

Item No. 4

Ms. Navpreet Kaur was appointed as an Additional Director (Non-Executive Independent) on the Board of the Company pursuant to the provisions of Section 161 of the Companies Act, 2013, and the applicable regulations under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR Regulations) to hold office upto the conclusion of this Annual General Meeting. Accordingly, it is proposed to regularize the appointment of Ms. Navpreet Kaur as an Independent Director of the Company, not liable to retire by rotation, to hold office for a term of 3 consecutive years from the date of appointment, i.e., 30.12.2024.

The Company has received a declaration from Ms. Navpreet Kaur confirming that she meets the criteria of independence as prescribed under Section 149(6) of the Act and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Ms. Navpreet Kaur is a Company Secretary by profession having a post qualification experience of over 10 years. She has a wide experience of rendering services to listed and unlisted companies including Secretarial Compliances, Corporate Restructuring, Legal Due Diligence, representation with various regulatory bodies and authorities, Initial Public Offer etc. over her career. She is also serving as an Independent Director of several other listed and unlisted companies in various segments and industries.

Ms. Navpreet Kaur does not hold any shares in the company and in the opinion of the Board of Directors, holds the requisite qualification to be appointed as an Independent Director.

Other disclosures as required under SS-2 and Reg 36 (3) of LODR Regulations are given hereunder:

Sr. No.	Details	Particulars
1.	Name of the Director	Ms. Navpreet Kaur
2.	Director Identification Number	07144566
3.	Age	53 years
4.	Date of appointment	Appointed w.e.f. 30.12.2024.
5.	Qualification	B. Com. (Hons), Company Secretary
6.	Work experience and Expertise	Ms. Navpreet Kaur is a Company Secretary by profession having a post qualification experience of over 10 years. She has a wide experience of rendering services to listed and unlisted companies including Secretarial Compliances, Corporate Restructuring, Legal Due Diligence, representation with various regulatory bodies and authorities, Initial Public Offer etc. over her career. She is also serving as an Independent Director of several other listed and unlisted companies in various segments and industries.
7.	Terms of appointment	She is proposed to be appointed as an Independent Non-Executive Director, not liable to retire by rotation and entitled to only sitting fee, for a period of 3 years from 30.12.2024 to 29.12.2027.
8.	Other Directorships	1. Rana Sugars Limited (Independent Director)
9.	Number of Equity Shares of the Company held	Nil

10.	No. of meetings of the Board attended during the financial year 2024-25	One
11.	Relationship with other Directors	None
12.	Detail of Committee Positions held	1.Longview Tea Co Limited: member of Audit Committee, Nomination and Remuneration Committee and Stakeholder Relationship Committee 2.Rana Sugars Limited: Chairperson of Audit Committee and Nomination and Remuneration Committee

Except for Ms. Navpreet Kaur, being the appointee herself, none of the other Directors and their relatives are concerned or interested in the resolution.

The Board of Directors recommend the resolution set out in Item No. 4 of the Notice for approval of members as ordinary resolution.

Item No. 5

The Board of Directors of the Company co-opted Mr. Kuldeep Singh Rathore as an Additional Director (Non-Executive Independent) on the Board of the Company pursuant to the provisions of Section 161 of the Companies Act, 2013, and the applicable regulations under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR Regulations) to hold office upto the conclusion of this Annual General Meeting. Accordingly, it is proposed to regularize the appointment of Mr. Kuldeep Singh Rathore as an Independent Director of the Company, not liable to retire by rotation, to hold office for a term of 3 consecutive years from the date of appointment, i.e., 15.09.2025.

The Company has received a declaration from Mr. Kuldeep Singh Rathore confirming that he meets the criteria of independence as prescribed under Section 149(6) of the Act and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Mr. Kuldeep Singh Rathore has deep experience in export sales and associated logistics as he was associated with a textile firm in the capacity of an AGM, prior to his retirement. He has an experience of over 30 years and will guide the company to enter the export markets in the future.

Mr. Kuldeep Singh Rathore does not hold any shares in the company and in the opinion of the Board of Directors, holds the requisite qualification to be appointed as an Independent Director.

Other disclosures as required under SS-2 and Reg 36 (3) of LODR Regulations are given hereunder:

Sr. No.	Details	Particulars
1.	Name of the Director	Mr. Kuldeep Singh Rathore
2.	Director Identification Number	11283462
3.	Age	60 years
4.	Date of appointment	Appointed w.e.f. 15.09.2025.
5.	Qualification	Graduate
6.	Work experience and Expertise	Mr. Kuldeep Singh Rathore has deep experience in export documentation and logistics as he was associated with a textile firm in the capacity of an

		AGM prior to his retirement. He has an experience of over 30 years and will guide the company to enter the export markets in the future.
7.	Terms of appointment	He is proposed to be appointed as an Independent Non-Executive Director, not liable to retire by rotation and entitled to only sitting fee, for a period of 3 years from 15.09.2025 to 14.09.2028.
8.	Other Directorships	Nil
9.	Number of Equity Shares of the Company held	Nil
10.	No. of meetings of the Board attended during the financial year 2024-25	Nil (Appointed w.e.f. 15.09.2025)
11.	Relationship with other Directors	None
12.	Details of committee positions held	Appointed as the Chairman of Audit Committee and Nomination and Remuneration Committee and Member of Stakeholder Relationship Committee (w.e.f. 01.10.2025)

Except for Mr. Kuldeep Singh Rathore, being the appointee herself, none of the other Directors and their relatives are concerned or interested in the resolution.

The Board of Directors recommend the resolution set out in Item No. 5 of the Notice for approval of members as ordinary resolution.