



NTPC Limited

(A Govt. of India Enterprise)



CIN: L40101DL1975GOI007966

Regd. Office: NTPC Bhawan, SCOPE Complex, 7 Institutional Area,
Lodi Road, New Delhi-110 003 Tel. No. 011-24360071, Fax: 011-24360241,
E-mail: ntpccc@ntpc.co.in, Website: www.ntpc.co.in

NOTICE OF BOARD MEETING AND FIXATION OF RECORD DATE

Notice is hereby given that the unaudited Financial Results for the quarter and nine months period ended on December 31, 2015 shall be approved and taken on record by the Board of Directors of the Company at its Meeting scheduled to be held at New Delhi on **Friday, January 29, 2016**, after these results are reviewed by the Audit Committee of the Board, pursuant to Regulation 33 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015. Interim dividend on the equity share capital of the Company for the year 2015-16 shall also be, inter-alia, considered in the same Meeting of the Board of Directors.

Notice is further given that the Company has fixed **Friday, February 5, 2016** as the "RECORD DATE" for the purpose of ascertaining the eligibility of the shareholders for payment of above interim dividend, if declared by the Board.

The Interim Dividend, if declared, shall be paid to those eligible members or their mandates whose names appear:-

- (a) as Beneficial Owners as at the close of business hours on **Friday, February 5, 2016** as per the list of Beneficial Owners to be furnished by National Securities Depository Limited and Central Depository Services (India) Limited in respect of the shares held in Electronic/Demat form, and
- (b) as Members in the Register of Members of the Company after giving effect to all valid share transfers in physical form lodged on or before **Friday, February 5, 2016**.

The said Notice may be accessed on the Company's website at <http://www.ntpc.co.in> and may also be accessed on the Stock Exchanges' website at <http://www.bseindia.com> and <http://www.nseindia.com>.

Further, Trading Window shall remain closed from January 18, 2016 to January 31, 2016 (both days inclusive) for Insiders for dealing in securities of the Company.

Requests for transfer, communication for change of address, Bank details and ECS details should be sent to the respective Depository Participants of the shareholders in case of dematerialised shares. The above details in respect of shares held in Physical form should be sent to the Registrar and Transfer Agent of the Company at the following address: Karvy Computershare Private Limited, Karvy Selenium Tower-B, Plot No. 31 & 32, Gachibowli Financial District, Nanakramguda, Serilingampally, Hyderabad - 500008.

Members holding equity shares of the company in electronic mode, who have not registered their e-mail addresses, are requested to register their e-mail addresses through their Depository Participant (DPs) to enable us to send documents through electronic mode in future. Members who have registered their e-mail-ID are requested to keep it validated with their DP. Members holding equity shares in physical form, who have not registered their e-mail addresses, are requested to register their e-mail addresses with Karvy Computershare Private Limited, Registrar and Share Transfer Agent of the Company, to enable us to send documents through electronic mode in future.

For NTPC Limited
Sd/-

Place : New Delhi

Dated : 15.01.2016

(A.K.Rastogi)
Company Secretary

Leading the Power Sector



एन टी पी सी लिमिटेड

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सीआईएन: L40101DL1975GQJ007986

पंजीकृत कार्यालय : एनटीपीसी भवन, स्कोप कॉम्प्लेक्स, 7 इस्टीट्यूशनल एरिया, लोदी रोड, नई दिल्ली-110003 टेलीफोन नं: 011-24360071, फ़ैक्स नं: 011-24360241, ई-मेल ntpccc@ntpc.co.in वेबसाइट: www.ntpc.co.in

निदेशक मंडल की बैठक तथा रिकॉर्ड तिथि नियत करने संबंधी सूचना

एतद्वारा सूचित किया जाता है कि 31 दिसंबर, 2015 को समाप्त तिमाही तथा नी महीने की अवधि के अलेखापरीक्षित वित्तीय परिणामों को प्रतिभूति एवं विनियम मंडल (सूचीबद्धता दायित्व एवं प्रकटन अपेक्षाएं) विनियमन, 2015 के विनियमन 33 के अनुपालनार्थ, बोर्ड की लेखापरीक्षा समिति द्वारा पुनरीक्षा के बाद, कंपनी के निदेशक मंडल द्वारा अनुमोदन तथा इसे रिकॉर्ड पर लेने के लिए इनकी बैठक **शुक्रवार, दिनांक 29 जनवरी, 2016** को नई दिल्ली में आयोजित की जाएगी। निदेशक मंडल की बैठक में अन्य बातों के साथ-साथ वर्ष 2015-16 के लिए कंपनी की इक्विटी शेयर पूंजी पर अंतरिम लाभांश की घोषणा पर भी विचार किया जाएगा।

यह भी सूचित किया जाता है कि कंपनी ने उक्त लाभांश, यदि बोर्ड द्वारा घोषित किया गया, के भुगतान हेतु शेयरधारकों की पात्रता का पता लगाने के प्रयोजन से **शुक्रवार, दिनांक 5 फरवरी, 2016** का दिन "रिकॉर्ड तिथि" के रूप में निश्चित किया है। अंतरिम लाभांश, यदि घोषित किया जाता है, तो उन पात्र सदस्यों अथवा उनके बैंडेट्स को दिया जाएगा जिनके नाम:

(ए) इलेक्ट्रॉनिक/डीमैट फॉर्म में धारित शेयरों के संबंध में नेशनल सिक्क्योरिटीज डिपॉजिटरी लिमिटेड तथा सेंट्रल डिपॉजिटरी सर्विसेज (इंडिया) द्वारा प्रस्तुत की जाने वाली लाभार्थी स्वामियों की सूची के अनुसार **शुक्रवार, दिनांक 5 फरवरी, 2016** को समाप्त बिजनेस घंटों पर लाभार्थी स्वामी के रूप में होंगे, तथा

(बी) **शुक्रवार, दिनांक 5 फरवरी, 2016** को अथवा इससे पूर्व भौतिक रूप में सभी मान्य शेयर अंतरण के बाद कंपनी के सदस्यों के रजिस्टर में सदस्य के रूप में होंगे।

उक्त सूचना कंपनी की वेबसाइट <http://www.ntpc.co.in> तथा स्टॉक एक्सचेंज वेबसाइट <http://www.bseindia.com> तथा <http://www.nseindia.com> से भी प्राप्त की जा सकती है।

इसके अलावा, कंपनी की प्रत्याभूतियों के लेन देन के संबंध में इनसाइडर्स के लिए ट्रेडिंग विंडो 18 जनवरी, 2016 से 31 जनवरी, 2016 तक (दोनों दिन सम्मिलित) बंद रहेगी।

डीमैट/रियलाइज्ड शेयरों के मामले में स्थानांतरण, पते, बैंक ब्यौरे तथा ईसीएस ब्यौरे में परिवर्तन संबंधी अनुरोध संबंधित डिपॉजिटरी पार्टिसिपेंट्स को भेजे जाने चाहिए। शेयरों के फ्रिजिकल फॉर्म में होने के मामले में उक्त ब्यौरा निम्नलिखित पते पर रजिस्ट्रार एवं ट्रांसफर एजेंट को भेजा जाना चाहिए: कार्वा कम्प्यूटरशेयर प्राइवेट लिमिटेड, कार्वा सेलेनियम टॉवर-बी, प्लॉट नं. 31 व 32, गाचीबोली, वित्तीय जिला, नानकरामगुडा, सेरीलिंगमपली, हैदराबाद-500008।

इलेक्ट्रॉनिक मोड में कंपनी के इक्विटी शेयर धारक सदस्यों, जिनके ई-मेल पते पंजीकृत न हों, से अनुरोध है कि वे अपने ई-मेल पते अपने डिपॉजिटरी पार्टिसिपेंट (डीपी) के माध्यम से पंजीकृत करें ताकि भविष्य में उन्हें इलेक्ट्रॉनिक मोड में दस्तावेज भेजे जा सकें। जो सदस्य अपने ई-मेल आईडी पंजीकृत करा चुके हैं, उनसे अनुरोध है कि वो अपने डीपी के पास उन्हें वैध रखें।

जिन सदस्यों के पास भौतिक रूप में इक्विटी शेयर हों और उनके ई-मेल पते पंजीकृत न हों तो उनसे अनुरोध है कि वे अपने ई-मेल पते कार्वा कम्प्यूटरशेयर प्राइवेट लिमिटेड, रजिस्ट्रार तथा शेयर ट्रांसफर एजेंट से पंजीकृत करा लें ताकि भविष्य में दस्तावेज उन्हें इलेक्ट्रॉनिक मोड में भेजे जा सकें।

कृत एनटीपीसी लिमिटेड

ह.

(ए के रस्तोगी)

कंपनी सचिव

स्थान : नई दिल्ली
दिनांक : 15.01.2016

(कृत एनटीपीसी लिमिटेड)


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Place : New Delhi
Dated : 15.01.2016

For NTPC Limited
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(A.K.Rastogi)
Company Secretary

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