

Investors Handbook/FAQs

This “Handbook/FAQs” will act as a guide to the Shareholders. For full particulars of laws governing the investors, you are advised to refer to the relevant Acts/ Rules /Regulations / Guidelines /Circulars. Our contact details are furnished at the end of the Handbook.

Company Overview

Established in 1965, Engineers India Limited (EIL), has been instrumental in shaping the national energy infrastructure for almost six decades.

Over the decades, EIL has built a reliable track record across the entire oil & gas value chain. EIL’s involvement in landmark projects reflects its expertise in project management, engineering and procurement and construction management, making EIL a preferred partner for both domestic and international clients. EIL’s global presence spans the Middle East, Africa, South Asia, Central Asia, East Asia (Mongolia and South America (Guyana)). This demonstrates EIL capability to deliver tailored solutions in diverse environments. The dedicated team ensures the successful execution of complex and challenging projects.

EIL has diversified into various sectors, such as infrastructure, strategic crude oil storage, fertilisers, ports, LNG, water and wastewater management, coal gasification, ferrous and nonferrous metals, defence, renewables and clean energy. EIL commitment to sustainable growth is evident in the activities in sunrise sectors, such as biofuels, green hydrogen / green and other key imperatives of the ongoing global energy transition.

Vision

To be a Global Leader offering Total Energy Solutions for a Sustainable Future.

Mission

- ◆ Achieve ‘Customer Delight’ through innovative, cost effective and value added consulting and EPC Services.
- ◆ To maximize creation of wealth, value and satisfaction for stakeholders with high standards of business ethics and aligned with national policies.

Core Values

- ◆ Benchmark to learn from superior role models.
- ◆ Nurture the essence of Customer Relationship and Bonding.
- ◆ Foster Innovation with emphasis on value addition.
- ◆ Integrity and Trust as fundamental to functioning.
- ◆ Thrive upon constant Knowledge updation as a Learning organization.
- ◆ Passion in pursuit of excellence.
- ◆ Quality as a way of life.
- ◆ Collaboration in synergy through cross-functional Team efforts.
- ◆ Sense of ownership in what we do.

Corporate Governance

The Company firmly believes in and has consistently practiced good Corporate Governance. The Company’s essential character is shaped by the values of transparency, professionalism and accountability. The Company is committed to attain the highest standard of Corporate Governance. The philosophy of the Company in relation to Corporate Governance is to ensure transparency in all its

operations, make disclosures and enhance all stakeholders' value within the framework of laws and regulations.

Listing of Equity Shares

BSE Limited (BSE)
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai 400 001

National Stock Exchange of India Limited (NSE)
"Exchange Plaza", Bandra-Kurla Complex,
Bandra (E), Mumbai 400 051

Stock Code:

Bombay Stock Exchange Scrip Code - 532178
National Stock Exchange Scrip Symbol - ENGINEERSIN

Demat ISIN Numbers in NSDL & CDSL for Equity Shares: INE510A01028

Shareholders General Rights

- ◆ To receive copies of the Annual Report including the Balance Sheet and the Profit and Loss Account and the Auditors' Report etc.
- ◆ To receive not less than 21 days' notice of general meetings unless consented for a shorter notice.
- ◆ To participate and vote in General Meetings either personally or through proxies.
- ◆ To receive Dividends in due time once duly approved.
- ◆ To receive corporate benefits like rights issue, bonus issue etc. once approved.
- ◆ To inspect statutory registers and documents as permitted under law.
- ◆ Other rights are as specified in the statutory enactments.

Green Initiative in Corporate Governance

To support "Green Initiative", Members who have not yet registered their email addresses are requested to register the same with their Depository Participants ("DPs") in case the shares are in electronic form and with Registrar and Share Transfer Agent of the Company in case the shares are in physical form to receive all communication through email.

Financial Year

1st day of April to 31st day of March every year.

Depository System

Under the Depository System, shares are kept in the form of electronic entries in the records of Depository. The share-related transactions are also done electronically. The actual shareholders enjoy all their rights, viz., dividend, voting rights etc.

As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be transferred only in dematerialized form and transmission or transposition of securities held in physical or dematerialized form shall be effected only in dematerialized form.

Further, SEBI vide Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated 25.01.2022 and Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 7, 2024, mandated the Listed Companies to issue securities in demat form only while processing the following service request:

- i. Issue of duplicate securities certificate;
- ii. Claim from Unclaimed Suspense Account;
- iii. Renewal / Exchange of securities certificate;
- iv. Endorsement;
- v. Sub-division / Splitting of securities certificate;
- vi. Consolidation of securities certificates/folios;
- vii. Transmission;
- viii. Transposition;

In view of this and to eliminate all risks associated with physical shares and for ease of portfolio management, members holding shares in physical form are requested to consider converting their holding to dematerialized form. Members can contact the Company or Company's Registrars and Transfer Agents, M/s Alankit Assignments Limited, 205-208, Anarkali Complex, Jhandewalan Extension, New Delhi - 110055, India (Tel No.91-11-42541234, Fax No.91-11-42541201, Email: virenders@alankit.com, Website: www.alankit.com for assistance in this regard. The said circular is available on the company's website at <https://www.engineersindia.com/Investor/Internal/Updates>

Updation of KYCs and Investor Service Request

SEBI vide dated 03.11.2021, 16.03.2022 & Master Circular dated 07.05.2024 has issued Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination. SEBI has made it mandatory for all the shareholders, who are holding shares in physical mode, to update the KYC details such as updation of PAN, Contact details (Postal Address with PIN and Mobile Number), Email Address, Bank Account details, Specimen Signature, etc. Members who are holding shares in Demat form are requested to contact their respective Depository Participants (DPs) for updation of these details. Members holding shares in Physical form are required to approach RTA to update the KYC details in their folios. The physical security holders shall be eligible to lodge grievance or avail any service request from the RTA only after furnishing PAN, KYC details.

The said circulars alongwith relevant forms are available on website of the Company at <https://www.engineersindia.com/Investor/Internal/Updates> Accordingly, investors are requested to furnish all the service request as per the relevant forms specified in the said circular.

Payment of Dividend

The Company provides the facility to the Members for remittance of dividend directly in electronic mode through National Automated Clearing House (NACH). **SEBI** has mandated payment of dividend only through electronic mode w.e.f. April 01, 2024 to those members holding shares in Physical form and who have their KYC details updated in their folios. Members holding shares in physical form are requested to update their bank details alongwith KYC as per above requirement, in order to receive dividend seamlessly.

In respect of members holding shares in electronic form are requested to update the said details with their respective Depository Participants. Members are hereby informed that bank particulars registered against their respective depository accounts will be used by the Company for payment of dividend. The Company or its Registrars cannot act on any request received directly from the Members holding shares in electronic form for any change of bank particulars or bank mandates. Such changes are to be advised only to the Depository Participants of the Members.

Unclaimed/Unpaid Dividend and Unclaimed Securities

As per the statutory provisions, the Company is required to transfer Unpaid Dividend remaining unclaimed and unpaid for a period of 7 years from the due date(s) to the Investor Education & Protection Fund (IEPF) set up by the Central Government. The Company sends a communication to the concerned shareholders well in advance, advising them to lodge their claim with respect to unclaimed dividend and shares before it is due for transfer to IEPF. The subsequent due dates of transfer of unpaid/unclaimed dividend to IEPF for the respective financial years have been provided on the website of the company at <https://engineersindia.com/>. Therefore, the members who have not encashed their dividend pertaining the previous years are requested to write to the Company or its Registrar & Share Transfer Agent for claiming the unpaid dividend before their due dates of transfer to IEPF.

Investors Relations

The Company is committed to continuously improve its Corporate Governance Practices and Policies for effectively managing its business and for protecting the interests of all Stakeholders. Our Investor Relations (IR) Cell acts as a nodal intermediary with Investment Community for disseminating vital information pertaining to the Company in timely, accurate and consistent manner. IR Cell is responsible for effectively utilizing channels of communication like press releases, websites,

participation in conferences, analyst meets, besides having one-to-one meetings for sharing crucial Company information such as financial results, dividend policy, shareholding pattern, investor presentations and material news updates. Senior Management is actively engaged in annual meets and conferences for facilitating the Financial Community to comprehend Company's business model and to share with them new business areas, strategic outlook, and direction coupled with growth plans. Earning calls are generally held after the declaration of Quarterly/ Annual Results so that stakeholders are updated about significant developments of the preceding quarter. Major events, milestones and plans are shared within stipulated timelines with Stock Exchanges to keep them informed on the Company's performance and future outlook.

Contact Information

Registrar & Share Transfer Agent (RTA)

The Company has appointed M/s Alankit Assignments Limited as its Registrar and Share Transfer Agent (RTA) for handling all matters relating to the shares of EIL (both physical as well as demat mode). All matters relating to the shares of Engineers India Limited such as transfer, transmission, dematerialization, rematerialisation, dividend, change of address, etc. and related correspondence and queries may be addressed to: -

M/s Alankit Assignments Limited
205-208, Anarkali Complex, Jhandewalan Extension
New Delhi-110055
Tel No.: 011-42541234
Fax No.: 011-42541201
Email : virenders@alankit.com
Website: www.alankit.com

Company Secretary

S. K. Padhi
Engineers India Bhawan,
1, Bhikaji Cama Place,
New Delhi – 110066
Tel: 011-26762489/2508; Fax: 011-26191690
Email: company.secretary@eil.co.in

Registered & Head Office

Engineers India Bhawan,
1, Bhikaji Cama Place,
New Delhi – 110066
Tel: 011-26762121; Fax: 011-26178210, 26194715
Email: eil.mktg@eil.co.in
Website: www.engineersindia.com

Updated upto 31st July, 2024.