



एचपीसीएल बायोफ्यूल्स लिमिटेड

(हिन्दुस्तान पेट्रोलियम कॉर्पोरेशन लिमिटेड के पूर्ण स्वामित्व वाली सहायक कम्पनी)

HPCL BIOFUELS LIMITED

(A wholly owned subsidiary company of Hindustan Petroleum Corporation Ltd.)

पंजीकृत कार्यालय : हाउस नं. 352, रोड नं. 3जे, न्यू पाटलिपुत्रा कॉलनी, पटना, बिहार - 800013

Regd. Office : House No. 352, Road No. 3J, New Patliputra Colony, Patna, Bihar - 800013

दूरभाष / Telephone : 0612-2260185 / 2270483 Website : www.hpclbiofuels.co.in CIN : U24290BR2009GOI014927

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Seventeenth (17th) ANNUAL GENERAL MEETING (AGM) of the members of HPCL BIOFUELS LIMITED (HBL) will be held through Video Conferencing ("VC") on Tuesday, 22nd September 2026, at 03.30 p.m. to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Financial Statements including of the Company for the financial year ended on 31st March 2026, together with the Board's Report, the Report of Auditors' thereon, and Comments of the Comptroller & Auditor General of India, in terms of Section 143(6) of the Companies Act, 2013, to pass the following resolution as **Ordinary Resolution**:

"RESOLVED THAT the Audited Financial Statements including the Balance Sheet of the Company as at March 31, 2026, the Statement of Profit and Loss, the Statement of Changes in Equity and the Cash Flow Statement for the year ended on that date together with all the notes annexed together with the Boards' Report, the Report of Auditors' thereon, and Comments of the Comptroller & Auditor General of India, in terms of Section 143(6) of the Companies Act, 2013 as circulated to the shareholders and laid before the meeting be and are hereby received, considered and adopted."

2. To appoint a Director in place of Shri S Bharathan (DIN-09561481) who retires by rotation and being eligible offers himself for reappointment, to consider and pass the following resolution as **Ordinary Resolution**:

"RESOLVED THAT under the provisions of Section 152 of the Companies Act, 2013, Shri S Bharathan (DIN-09561481), who retires by rotation at this meeting and being eligible offers himself for re-appointment, be and is hereby re-appointed as a Director of the Company, liable to retire by rotation."

3. To authorize the Board of Directors to fix the remuneration of Statutory Auditors for FY 2027-28, to consider and to pass the following resolution as an Ordinary Resolution:

"RESOLVED THAT the Board of Directors of the Company be and is hereby authorized to decide and fix the remuneration of the Statutory Auditors of the Company as appointed by the Comptroller and Auditors General of India for the financial year 2027-28 as may be deemed fit by the Board."

SPECIAL BUSINESS:

4. To consider and ratify the remuneration payable to the Cost Auditor for the financial year ending on 31st March 2027 and to pass the following resolution as **Ordinary Resolution**:

"RESOLVED THAT pursuant to the provisions of Section 148(3) and other applicable provisions, if any, of the Companies Act, 2013, and the Rules made thereunder, the remuneration payable to M/s. V K J & Co., Cost Accountants (Firm Registration No. 002553), appointed by the Board of Directors as Cost Auditors to conduct the audit of the cost records of the Company for the financial year 2026-2027, amounting to ₹30,000/- (Rupees Thirty Thousand only) excluding the applicable tax and reimbursement of out-of-pocket expenses incurred in connection with the payment of aforesaid audit, be and is hereby ratified."

5. To consider appointment of Shri Rajiv A Malkan (DIN: 11219641), Nominee of Hindustan Petroleum

Corporation Limited (HPCL) as a Director on the Board of the Company, and to pass the following resolution as **Ordinary Resolution**:

“RESOLVED THAT pursuant to Section 152, 161 and other applicable provisions (including any modification or re-enactment thereof for the time being in force), Rules made there under and Article of Association of the Company, Shri Rajiv A Malkan (DIN: 11219641), who was appointed as an Additional Director by the Board of Directors with effect from May 01, 2026 and who holds office up to the date of this Annual General Meeting or the last date on which the Annual General Meeting for the Financial Year

2025-26 should have been held, whichever is earlier, and the Company having received a notice in writing under Section 160 of the Companies Act, 2013 from a member, proposing his candidature for the office of Director, be and is hereby appointed as a Director of the Company, liable to retire by rotation.

RESOLVED FURTHER THAT any one Director or Company Secretary of the company be and is hereby authorised severally to do all acts including filing Forms to Registrar of Companies and to take all such steps as may be necessary, proper or expedient to give effect to the foregoing resolution."

6. To consider appointment of Shri Neeraj K Rai (DIN: 11698687), Nominee of Hindustan Petroleum Corporation Limited (HPCL) as a Director on the Board of the Company, to pass the following resolution as Ordinary Resolution:

“RESOLVED THAT pursuant to Section 152, 161 and other applicable provisions (including any modification or re-enactment thereof for the time being in force), Rules made there under and Article of Association of the Company, Shri Neeraj K Rai (DIN: 11698687), who was appointed as an Additional Director by the Board of Directors with effect from May 08, 2026 and who holds office up to the date of this Annual General Meeting or the last date on which the Annual General Meeting for the Financial Year 2025-26 should have been held, whichever is earlier, and the Company having received a notice in writing under Section 160 of the Companies Act, 2013 from a member, proposing his candidature for the office of Director, be and is hereby appointed as a Director of the Company, liable to retire by rotation.

RESOLVED FURTHER THAT any one Director or Company Secretary of the company be and is hereby authorised severally to do all acts including filing Forms to Registrar of Companies and to take all such steps as may be necessary, proper or expedient to give effect to the foregoing resolution."

7. To consider appointment of Shri Manoj Kumar Moharana (DIN: 11702881), Nominee of Hindustan Petroleum Corporation Limited (HPCL) as a Director on the Board of the Company and to pass the following resolution as **Ordinary Resolution**:

“RESOLVED THAT pursuant to Section 152, 161 and other applicable provisions (including any modification or re-enactment thereof for the time being in force), Rules made there under and Article of Association of the Company, Shri Manoj Kumar Moharana (DIN: 11702881), who was appointed as an Additional Director by the Board of Directors with effect from May 08, 2026 and who holds office up to the date of this Annual General Meeting or the last date on which the Annual General Meeting for the

Financial Year 2025-26 should have been held, whichever is earlier, and the Company having received a notice in writing under Section 160 of the Companies Act, 2013 from a member, proposing his candidature for the office of Director, be and is hereby appointed as a Director of the Company, liable to retire by rotation.

RESOLVED FURTHER THAT any one Director or Company Secretary of the company be and is hereby authorised severally to do all acts including filing Forms to Registrar of Companies and to take all such steps as may be necessary, proper or expedient to give effect to the foregoing resolution."

By Order of the Board of Directors

For HPCL Biofuels Ltd.

Sd/-

Heena Shah

Company Secretary

ACS - 13736

Dated:18.09.2026

Registered Office:

H No.352, Road No.3J,

New Patliputra Colony,

Patna - 800 013,

Bihar.

Notes:—

1. MCA issued Circular No. 14/2020 dated April 08, 2020, Circular No. 17/2020 dated April 13, 2020 and subsequent circulars issued in this regard, latest being Circular No. 03/2025 dated September 22, 2025 (collectively referred to as "MCA Circulars") permitted convening the General Meetings ("Meeting") through Video Conferencing ("VC") or Other Audio-Visual Means ("OAVM"), without the physical presence of the members at a common venue.
2. Attendance of Members participating in the AGM through VC/OAVM shall be counted for the purpose of quorum under Section 103 of the Act.
3. The deemed venue for the AGM shall be the **Registered Office of the Company i.e.** H No.352, Road No.3J, New Patliputra Colony, Patna - 800 013, Bihar. Since the meeting will be conducted through VC/OAVM facility, the route map is not annexed to this Notice.
4. 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 the MCA Circulars through VC/OAVM facility, physical attendance of members has been dispensed with. Accordingly, the facility for appointment of proxies by the members will not be available for the AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
5. Corporate shareholders are required to send a scanned copy (pdf/jpg format) of its board resolution/authorization, etc. authorizing their representative to attend the AGM on its behalf and to vote through remote e-voting. The said resolution/authorization shall be sent to the Company

Secretary's e-mail:heenas@hpcl.in.

6. The Company has been maintaining, inter alia, the following statutory documents -
- i) Register of contracts or arrangements in which directors are interested under section 189 of the Act.
 - ii) Register of Directors and Key Managerial Personnel and their shareholding under section 170 of the Act; and
 - iii) Relevant documents referred to in this Notice and explanatory statements will be available electronically for inspection by the Members during the AGM.

Following the MCA Circulars, the aforesaid documents registers will be made accessible for inspection through Electronic mode and shall remain open and be accessible to any member without any fee by the members from the date of circulation of this Notice up to the date of AGM. Members seeking to inspect such documents can send an email from their registered email ID:heenas@hpcl.in stating their Folio No.

7. The Members are requested to follow the below instructions:-

a) Participation:

- i. Pursuant to the aforementioned general circular, the physical presence of the Members has been dispensed with, and therefore the appointment of Proxy(ies) is not permitted. However, in pursuance of sections 112 and 113 of the Companies Act, 2013, representatives of the members may be appointed for participation and voting in the meeting. The Corporate Shareholders proposing to participate at the meeting through their representative, forward the necessary authorization under Section 113 of the Act for such representation to the Company through e-mail to heenas@hpcl.in before the commencement of the meeting.
- ii. The Members are requested to use the link to join the meeting:
- iii. For ease of participation of the Members, during the meeting, members may post questions through typing in the "comment box" in the link. The Members may also, before the meeting, submit the questions through e-mail to heenas@hpcl.in.
- iv. On the date of the meeting, the Members, Directors, Key Managerial Personnel, and all other persons authorized to attend the meeting, may join, using the link to be provided to join the meeting.
- v. In case any member requires assistance for joining using the Link before or during the meeting, you may call Helpline No. 9769694933.
- vi. To ensure smooth participation, the Members, Directors, Key Managerial Personnel, and all other persons authorized to attend the meeting are requested to ensure that the device used for attending the meeting through video conferencing has a strong internet signal/ network.

b) Voting:

- i. Mode of Voting will be by Show of Hands. All resolutions placed before the AGM shall be decided by the Members by Show of Hands in the first instance, in accordance with Section 107 of the Companies Act, 2013, unless a Poll is demanded and ordered. Each Member personally present at the AGM shall have one vote on a Show of Hands, irrespective of the number of shares held.

ii. In case a poll is demanded, Chairman shall follow the procedure provided in Section 109 of the Companies Act, 2013 and rules made thereunder.

iii. On-demand of the poll, the Members may vote by sending an e-mail to the designated e-mail id: heenas@hpcl.in stating their assent/ dissent. For convenience during voting, the Members are requested to use the following box and state the symbol or mention the no. of shares held by them in the assent/ dissent box.

Example 1: Using Symbol ('√')

Example 1: Using Symbol ('√')

Item no. of agenda	Assent	Dissent
To appoint a Director in place of Shri S Bharathan (DIN-09561481) who retires by rotation and being eligible offers himself for reappointment:	√	

Example 2: Using No. of Shares held.

Item no. of agenda	Assent	Dissent
To appoint a Director in place of Shri S Bharathan (DIN-09561481) who retires by rotation and being eligible offers himself for reappointment	1	

c) Other instructions/ information:

i. Members are requested to address all communications through their registered e-mail id only.

ii. AGM notice for the meeting are also available on the website of the Company.

iii. The meeting is proposed to be held at a shorter notice and therefore as per the provisions of Section 101 of the Companies Act, 2013 and rules made thereunder, it requires the consent for shorter notice from ninety-five percent of members who can vote.

v. In case of any doubts or clarification, the members are requested to contact Company Secretary through e-mail: heenas@hpcl.in.

vi. The documents related to matters set out in the notice can be requested via email by writing to the Company Secretary at heenas@hpcl.in on all working days up to and including the date of this Annual General Meeting of the Company.

8. The relevant Statement made pursuant to Section 102 (1) of the Companies Act, 2013 in respect of Special Business to be transacted at the Annual General Meeting, set out in the Notice, is annexed hereto and forms part of the Notice.

9. Members are requested to promptly notify any change in their postal address/ E-mail address to the Company at heenas@hpcl.in

10. At the ensuing Annual General Meeting, Shri S Bharathan (DIN-09561481) Director, retire by rotation and being eligible, offer himself for re-appointment.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013, in respect of resolution item Nos. 4 to 7 of the NOTICE.

Item No. 4

The Board has approved the appointment and remuneration of the Cost Auditors to conduct the audit of the cost records of the company for the financial year 2026-27, for a remuneration of ₹ 30,000/- (Rupees Thirty Thousand only).

In accordance with provisions of section 148 of the Companies Act, read with the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to Cost Auditors has to be approved by the shareholders of the company.

Accordingly, the consent of the members is sought to pass the ordinary resolution as set out at item no. 4 of the notice for approval of the remuneration payable to cost auditors for the financial year 2026- 2027.

None of the Directors/KMP of the Company/ their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out in item no. 4 of the Notice.

The Board recommends the ordinary resolution set out in item no. 4 of the notice for approval of shareholders.

Item No. 5 Appointment of Shri Rajiv A Malkan (DIN: 11219641), Nominee of Hindustan Petroleum Corporation Limited (HPCL) as a Director on the Board of the Company

Shri Rajiv A Malkan was appointed as an Additional Director w.e.f. 01st May 2026 in accordance with the provisions of Section 161 of the Companies Act, 2013. Pursuant to Section 161 of the Companies Act, 2013 the above Director holds office up to the date of the ensuing Annual General Meeting. In this regard, the Company has received a request in writing from a member of the company, proposing Shri Rajiv A Malkan's candidature for Directorship in accordance with the provisions of Section 160 and all other applicable provisions of the Companies Act, 2013. The Board feels that the presence of Shri Rajiv A Malkan on the Board is desirable and would be beneficial to the Company and has recommended the appointment of Shri Rajiv A Malkan as a Director of the Company.

The Company has received necessary declarations from Shri Malkan, being eligible for appointment as Non-Executive Director of the Company, providing his consent in writing to act as Director in Form DIR-2 pursuant to Rule 8 of the Companies (Appointment & Qualification of Directors) Rules, 2014, as amended from time to time. He is not disqualified from being appointed as Director in terms of Section 164 of the Companies Act, 2013, as amended from time to time.

Brief profile and other details as required under Secretarial Standard-2 on General Meetings issued by the Institute of Company Secretaries of India to the extent applicable are annexed to this Notice w.r.t. his appointment as Director on the Board.

Shri Malkan is interested in this resolution and his relatives may be deemed to be interested in this resolution, to the extent of their shareholding interest, if any, in the Company. None of the Directors/KMP of the Company/ their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at item no.6 of the Notice.

The Board commends the ordinary resolution set out in item no.5 of the notice for approval of the shareholders.

Item No. 6 Appointment of Shri Neeraj K Rai (DIN: 11698687), Nominee of Hindustan Petroleum Corporation Limited (HPCL) as a Director on the Board of the Company

Shri Neeraj K Rai was appointed as an Additional Director w.e.f. 08th May 2026 in accordance with the provisions of Section 161 of the Companies Act, 2013. Pursuant to Section 161 of the Companies Act, 2013 the above Director holds office up to the date of the ensuing Annual General Meeting. In this regard, the Company has received a request in writing from a member of the company, proposing Shri Neeraj K Rai's candidature for Directorship in accordance with the provisions of Section 160 and all other applicable provisions of the Companies Act, 2013. The Board feels that the presence of Shri Neeraj K Rai on the Board is desirable and would be beneficial to the Company and has recommended the appointment of Shri Neeraj K Rai as a Director of the Company.

The Company has received necessary declarations from Shri Rai, being eligible for appointment as Non-Executive Director of the Company, providing his consent in writing to act as Director in Form DIR-2 pursuant to Rule 8 of the Companies (Appointment & Qualification of Directors) Rules, 2014, as amended from time to time. He is not disqualified from being appointed as Director in terms of Section 164 of the Companies Act, 2013, as amended from time to time.

Brief profile and other details as required under Secretarial Standard-2 on General Meetings issued by the Institute of Company Secretaries of India to the extent applicable are annexed to this Notice w.r.t. his appointment as Director on the Board.

Shri Rai is interested in this resolution, and his relatives may be deemed to be interested in this resolution, to the extent of their shareholding interest, if any, in the Company. None of the Directors/KMP of the Company/ their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at item no.7 of the Notice.

The Board recommends the ordinary resolution set out in item no.6 of the notice for approval of the shareholders.

Item No. 7 Appointment of Shri Manoj Kumar Moharana (DIN: 11702881), Nominee of Hindustan Petroleum Corporation Limited (HPCL) as a Director on the Board of the Company

Shri Manoj Kumar Moharana was appointed as an Additional Director w.e.f. 08th May 2026 in accordance with the provisions of Section 161 of the Companies Act, 2013. Pursuant to Section 161 of the Companies Act, 2013 the above Director holds office up to the date of the ensuing Annual General Meeting. In this regard, the Company has received a request in writing from a member of the company, proposing Shri Manoj Kumar Moharana's candidature for Directorship in accordance with the provisions of Section 160 and all other applicable provisions of the Companies Act, 2013. The Board feels that the presence of Shri Manoj Kumar Moharana on the Board is desirable and would be beneficial to the Company and has recommended the appointment of Shri Manoj Kumar Moharana as a Director of the Company.

The Company has received necessary declarations from Shri Moharana, being eligible for appointment as Non-Executive Director of the Company, providing his consent in writing to act as Director in Form DIR-2 pursuant to Rule 8 of the Companies (Appointment & Qualification of Directors) Rules, 2014, as amended from time to time. He is not disqualified from being appointed as Director in terms of Section 164 of the

Companies Act, 2013, as amended from time to time.

Brief profile and other details as required under Secretarial Standard-2 on General Meetings issued by the Institute of Company Secretaries of India to the extent applicable are annexed to this Notice w.r.t. his appointment as Director on the Board.

Shri Moharana is interested in this resolution and his relatives may be deemed to be interested in this resolution, to the extent of their shareholding interest, if any, in the Company. None of the Directors/KMPs of the Company are concerned or interested in the resolution.

The Board recommends the ordinary resolution set out in item no.7 of the notice for approval of the shareholders.

Additional Information on Directors as required under Secretarial Standards-2 on General Meetings issued by the institute of Company Secretaries of India: -

Name of the Proposed Director	Shri S Bharathan	Shri Rajiv A Malkan
DIN	09561481	11219641
Age	58 years	50 years
Qualification	Shri S Bharathan is a Post-Graduate in Chemical Engineering with a distinguished career of more than three decades at HPCL, having held key positions across refineries, corporate functions and R&D.	CA Chartered Accountant (CA), bringing commercial insight and financial expertise to optimize financial management, and risk mitigation across the energy value chain.
Directorship of other Boards	-Mangalore Refinery and Petrochemicals Limited, -Ratnagiri Refinery And Petrochemicals Limited, -HPCL Renewable & Green Energy Limited, -HPCL-Mittal Energy Limited, -HPCL Rajasthan Refinery Limited, -Hindustan Petroleum Corporation Limited	-
Membership/ Chairman of Committees of other Boards	-Member of Audit Committee HPCL -Member of CSR Committee HPCL -Member of Risk Management Committee HPCL -Member of Nomination & Remuneration Committee -MRPL	N.A.

Experience (including expertise in specific functional area) and Brief Resume	Shri S Bharathan presently Director – Refineries of HPCL with effect from 01 October 2022 and has been serving as a Director on the Board of the Company since April 2022. Over a career spanning more than 30 years within the Company, he has served extensively in the Operations and Technical Departments of the Refinery, acquiring comprehensive and hands-on expertise in refinery processes, plant operations, technical management and operational excellence. Further, he has also led HPCL's Green R&D Centre in Bengaluru for 3 years. Under him, HPCL Green Research & Development Centre (HPGRDC) has reached filing of about more than 400 patents. By virtue of this wide-ranging, multi-dimensional experience spanning refinery operations, corporate strategy and research & development, Shri Bharathan brings invaluable technical depth, strategic insight and governance acumen to the Board and is also currently serving as a Director on the Boards of several companies.	Shri Rajiv Arun Malkan Presently working as Executive Directors at HPCL. He is a distinguished Chartered Accountant and a rank holder from the Institute of Chartered Accountants of India (ICAI), with over 26 years of extensive experience in the finance function of one of India's leading energy company i.e. HPCL. Throughout his career, he has held leadership responsibilities across key finance domains, including Accounts, Fixed Assets, Banking Operations, and Indirect Taxation. He possesses deep expertise in International Trade, Commodity Risk Management, Margin Optimization, and Business Finance. Shri Malkan has been instrumental in developing robust risk management frameworks, implementing innovative hedging strategies, and establishing the Company's Crude Oil Trading Desk. As Executive Director – International Trade, he is responsible for procuring the crude oil for both the refineries of HPCL and HRRL, Export and import of petroleum products, LPG imports, shipping arrangement for import and coastal movement requirements and Oil Price Risk Management.
Terms and Conditions of appointment / Re-appointment	Director liable to retire by rotation	Director liable to retire by rotation
Remuneration last drawn (including sitting fees, if any)	NIL	NIL
Date of First appointment on the Board	6 th April 2022	1 st May 2026
Shareholding in the Company	Two shares(nominee)	One share(nominee)
Relationship with other Directors/ Key Management Personnel	N.A.	N.A.

Number of Meetings of the Board attended during the Financial Year (2025-26)	10(100%)	-
Directorship of other Boards	-Mangalore Refinery and Petrochemicals Limited, -Ratnagiri Refinery And Petrochemicals Limited, -HPCL Renewable & Green Energy Limited, -HPCL-Mittal Energy Limited, -HPCL Rajasthan Refinery Limited, -Hindustan Petroleum Corporation Limited	-
Membership/ Chairman of Committees of other Boards	-Member of Audit Committee HPCL -Member of CSR Committee HPCL -Member of Risk Management Committee HPCL -Member of Nomination & Remuneration Committee -MRPL	N.A.

Additional Information on Directors as required under Secretarial Standards-2 on General Meetings issued by the institute of Company Secretaries of India: -

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Name of the Proposed Director	Shri Neeraj K Rai	Shri Manoj K Moharana
DIN	11698687	11702881
Age	58 years	58 years
Qualification	Bachelor of Engineering (Mechanical Engineering), combining deep operational expertise with engineering acumen to lead operations, project execution, asset reliability, and large-scale facilities management.	Bachelor of Technology (Civil Engineering), providing a strong technical foundation for his leadership in engineering, project management, and facilities planning at scale.
Experience (including expertise in specific functional area) and Brief Resume	Shri Neeraj K Rai is a Mechanical Engineer and currently serves as Executive Director, Mumbai Refinery at Hindustan Petroleum Corporation Limited. He possesses over three decades of rich and varied experience in refinery operations and strategic assignments across India. He has	Shri Manoj Kumar Moharan, presently serving as Executive Director – Engineering Projects & Facilities Planning at Hindustan Petroleum Corporation Limited, brings over more than three decades of distinguished experience in conceiving, executing, and commissioning complex pipeline and

	demonstrated strong leadership in managing high-performance teams and executing complex projects within challenging timelines. His expertise includes refinery operations, project management, and people leadership. He successfully commissioned the Company's sugar, ethanol, and cogeneration plant at Sugauli in 2011.	infrastructure projects across India. His specialization spans end-to-end delivery of cross-country pipelines, petroleum storage and distribution terminals, large scale water resolvers and refinery offsite facilities, housing complexes and Rail sidings with proven expertise in resolving Right of Use challenges, optimizing project delivery models, and leading high-performance teams under stringent time and cost parameters. He has successfully overseen nationally significant projects including crude oil, product, and raw water pipelines, large-scale storage reservoirs, and terminal infrastructure, consistently delivered within schedule and budget.
Terms and Conditions of appointment / Re-appointment	Director liable to retire by rotation	Director liable to retire by rotation
Remuneration last drawn (including sitting fees, if any)	NIL	NIL
Date of First appointment on the Board	8 th May 2026	8 th May 2026
Shareholding in the Company	One share(nominee)	-
Relationship with other Directors/ Key Management Personnel	N.A.	N.A.
Number of Meetings of the Board attended during the Financial Year (2025-26)	-	-
Directorship of other Boards	-	-
Membership/ Chairman of Committees of other Boards	-	-

By Order of the Board of Directors,
For HPCL Biofuels Ltd.
Heena Shah
Company Secretary
ACS- 13736

Date:18.09.2026

Registered Office:
H No.352, Road No.3J,
New Patliputra Colony,
Patna - 800 013,Bihar.

Short Notice Consent
(Section 101(1) of the Companies Act, 2013)

Date -

To
The Board of Directors
HPCL Biofuels Limited.
House No: 3J/352, Plot No: 973,
New Patliputra Colony,
Near Ambar Apartment
Patna-800013. Bihar.

Dear Sir,

I, the undersigned (holding _____Equity Shares of the Company of Rs. 10/- each fully paid-up), hereby give consent, pursuant to Section 101(1) of the Companies Act, 2013, to hold the Annual General Meeting of the Company on ___dayth _____ 2026 at short notice including adjournment/postponement of the meeting, if any.

Signature

Name-

Folio No.