

Procter & Gamble Hygiene and Health Care Limited

NOTICE

NOTICE is hereby given that the Forty-fifth Annual General Meeting of the Members of the Company will be held on **Thursday, October 15, 2009, at 3.30 p.m.** at **Patkar Hall, S.N.D.T. University, 1, Nathibai Thackersey Road, Mumbai 400 020** to transact the following business:

1. To receive, consider and adopt the Audited Profit and Loss Account for the year ended June 30, 2009, the Balance Sheet as at that date, the Directors' and Auditors' Reports thereon.
2. To declare dividend for the year ended June 30, 2009.
3. To appoint a Director in place of Mr. Deepak Acharya, who retires by rotation and being eligible, offers himself for re-election.
4. To appoint Auditors to hold office from the conclusion of this meeting until the conclusion of the next Annual General Meeting on such remuneration and reimbursement of out-of-pocket expenses, as the Board may decide.

By Order of the Board of Directors

Amit K Vyas

Company Secretary

Mumbai

August 27, 2009

Registered Office :

P&G Plaza,
Cardinal Gracias Road,
Chakala, Andheri (E),
Mumbai 400 099

NOTES

1. *A member entitled to attend and vote at the meeting is entitled to appoint a Proxy or Proxies to attend and vote instead of himself and the Proxy need not be a member of the Company.*

Proxies, to be effective should be deposited at the Registered Office of the Company not later than 48 hours before the commencement of the meeting.

2. The Register of Members and the Share Transfer Books of the Company will remain closed **from October 3, 2009 to October 15, 2009** (both days inclusive);
3. **An archived webcast of the proceedings of the Annual General Meeting will be available at our website www.pghhcl.in 48 hours after the Annual General Meeting.**
4. If payment of dividend as recommended by the Board of Directors is approved at the Annual General meeting, payment of such dividend will be made on or around October 22, 2009 as under –
 - (a) to all the beneficial owners in respect of shares held in electronic form as per the data as may be made available by the National Securities Depository Limited and the Central Depository

Services (India) Limited, as of close of business hours on October 1, 2009;

- (b) to all members in respect of shares held in physical form after giving effect to valid transfers in respect of transfer requests lodged with the Company on or before the close of business hours on October 1, 2009.
5. To avoid incidents of fraudulent encashment of the dividend warrants, members are requested to intimate the Registrar and Share Transfer Agents (RTA) of the Company under the signature of the Sole/First joint holder, the following information so that the Bank Account Number and Name and Address of the Bank can be printed on the dividend warrant, if and when issued :
 - a) Name of Sole/First joint holder and Folio Number
 - b) Particulars of Bank Account viz.
 - i) Name of Bank
 - ii) Name of Branch
 - iii) Complete Address of the Bank with Pin Code number
 - iv) Account type, whether Savings or Current Account
 - v) Bank Account number allotted by the Bank.
 6. **Members are advised to avail of the facility for receipt of future dividends through Electronic Clearing Service (ECS), which is available at specified locations. Members holding shares in dematerialized form are requested to contact their respective Depository Participants (DPs) for availing ECS facility. Members holding shares in physical form and desirous of availing ECS facility are requested to write to the RTA for details**
 7. Members holding shares in demat form may please note that the bank account details given by them to their DPs and passed on to the Company by such DPs would be printed on the dividend warrants of the concerned members. However, if any member wants to receive dividend in any other bank account, they should change/correct the bank account details with their concerned DPs. The Company would not entertain any request from such shareholders directly.
 8. Pursuant to Section 205-A of the Companies Act, 1956, unclaimed dividends declared on or before September 29, 1995, have been transferred to the General Revenue Account of the Central Government. Members who have not encashed dividend warrants for the period prior to September 29, 1995, are requested to claim the amount by submitting an application in Form No. II to the office of the Registrar of Companies, CGO Building, 2nd Floor, A Wing, Belapur, Navi Mumbai.

Pursuant to Section 205A(5) of the Companies Act, 1956, the following unpaid dividends are due for transfer to the Investor Education and Protection Fund :

Dividend No.	Date of Declaration	For the year ended	Due for transfer to IEPF
49	27.09.2002	30.06.2002	02.11.2009
50	10.10.2003	30.06.2003	15.11.2010
51	15.10.2004	30.06.2004	20.11.2011
52	25.11.2005	30.06.2005	31.12.2012
53	06.10.2006	30.06.2006	11.11.2013
54	12.10.2007	30.06.2007	17.11.2014
55	10.10.2008	30.06.2008	16.11.2015

Members who have not encashed their dividend warrants pertaining to the aforesaid years may approach the RTA, for obtaining payment thereof.

During the financial year 2008-2009, unclaimed final dividend amount for the year ended June 30, 2001 of Rs.26,84,443/- was transferred to the Investor Education and Protection Fund on November 17, 2008.

9. Share transfer documents and all correspondence relating thereto, should be addressed to the RTA viz.

M/s. Link Intime India Pvt. Ltd.

C-13, Pannalal Silk Mills Compound,
L.B.S. Marg, Bhandup (West),
Mumbai - 400 078.

Tel – (022) 2594 6980 / 2596 3838,

Fax – (022) 2594 6969,

e-mail – pginvestors@intimespectrum.com /
isrl@intimespectrum.com.

The Company has designated an exclusive e-mail ID called pginvestors@intimespectrum.com for redressal of shareholder's complaints / grievances.

For providing better services to our shareholders, RTA has deputed a full time resource, viz. Ms.Priyanka Parkar who can be contacted directly on her direct telephone number **(022) 2594 6980**.

10. Members who hold shares in physical form are requested to notify immediately any change in their addresses, to the RTA and to respective DPs, in case shares are held in dematerialized mode.

11. **Members are requested to note that in case of transfer of shares held in physical form, submission of photocopy of PAN card of the transferee(s) along with the transfer deeds and share certificates at the time of lodgment of transfer of shares is now mandatory.**

By Order of the Board of Directors

Amit K Vyas
Company Secretary

Mumbai
August 27, 2009

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Mumbai 400 099.

Details of Director seeking re-appointment at the forthcoming Annual General Meeting (in pursuance to clause 49IV(G) of the listing agreement)

Name of Director	Mr. Deepak Acharya
Age	42
Date of appointment on the Board	July 17, 2007
Expertise in specific field	Legal & Corporate Affairs
Names of other companies in which he holds directorships	Procter & Gamble Home Products Limited
Chairman/ Member of the Committee(s) of the Board of Directors of the company	Shareholders' Grievance Committee -Chairman
Chairman/ Member of the Committee(s) of Board of Directors of other companies in which he/she is a Director.	Audit Committee - Member- Procter & Gamble Home Products Limited
Shareholding in the company	NIL