### STEEL CITY SECURITIES LIMITED

Regd Office: 49-52-5/4, Shanthipuram, Visakhapatnam, A P - 530016 Email: investorrelations@steelcitynettrade.com, contact No.0891-2563581 Website: www.steelcitynettrade.com CIN:L67120AP1995PLC019521

### **NOTICE OF POSTAL BALLOT**

[Pursuant to section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules 2014]

Dear Members,

Notice is hereby given to the Members of Steel City Securities Limited ('the Company') pursuant to Section 110 and other applicable provisions of the Companies Act, 2013 read with rule 22 of the Companies (Management and Administration) Rules 2014 including any statutory modification and re-enactment thereof from time to time and for time being in force that the resolution appended herein below are proposed to be passed by way of special resolution through postal ballot. The proposed Special Resolutions and Explanatory Statement pursuant to the provisions of Section 102 of the Companies Act, 2013, pertaining to the said resolutions setting out all material facts concerning each resolution and the reasons thereto along with Postal Ballot form is annexed hereto for your consideration.

The Board of Directors of the Company has appointed Mr. K. Surendra, Practicing Company Secretary having Membership Number 34205 and CP No. 12732 as the Scrutinizer for conducting the postal ballot process including voting by electronic means (e-voting) in a fair and transparent manner.

Members desiring to opt for e-voting as per facilities arranged by the Company are requested to read the instructions overleaf the Form. References to Postal Ballot(s) in this notice include votes received electronically.

Members are requested to read the instructions carefully printed on the postal ballot form and return the form duly completed according their assent and dissent to the proposed resolution in the attached self –addressed postage pre-paid envelope so as to reach the scrutinizers on or before Saturday, the  $30^{th}$  day of December, 2017.

Upon completion of the scrutiny of the Forms, the Scrutinizer will submit his report to the Chairman or any other authorized Person of the Company. The result of the postal ballot shall be declared on or before Tuesday, the  $2^{nd}$  day of January, 2018 and intimated to the Stock Exchanges where the shares of the Company are listed, and displayed along with the Scrutinizer's report on the Company's website viz. www.steelcitynettrade.com

#### **SPECIAL BUSINESS:**

### ITEM NO:1: ACCORDING CONSENT FOR VARIATION IN THE UTILISATION OF PROCEEDS OF THE FUNDS RAISED THROUGH INITIAL PUBLIC OFFER:

To consider and if thought fit to pass with or without modifications the following resolution as Special Resolution through voting by postal ballot:

"RESOLVED THAT pursuant to the provisions of Section 27 and other applicable provisions, if any, of the Companies Act, 2013, Rule 7 of the Companies (Prospectus and Allotment of Securities) Rules, 2014, and other applicable Rules, Regulations, Guidelines and other Statutory Provisions for the time being in force, approval of the members of the Company be and is hereby accorded and the Board of Directors (here-in-after called the 'Board' which term shall be deemed to include any Committee authorised to exercise its powers including the powers conferred by this Resolution), be and are hereby authorised to vary the terms referred to in the Prospectus dated 10<sup>th</sup> January, 2017, filed by the Company with the Registrar of the Companies, Andhra Pradesh &Telangana, Hyderabad (the 'Prospectus') including to vary and / or revise the utilisation of the proceeds raised from the Initial Public Offering ('IPO') of Equity Shares made in pursuance of the said Prospectus and to utilise the proceeds raised from the IPO including, but not limited to, change in allocation intended for Investment in Technology Upgradation& Office infrastructure for expansion of e-governance business; Advertisement and Setting up of Aadhaar Centers, change in amount or schedule of deployment for the projects identified in the Prospectus, as the case may be.

**RESOLVED FURTHER THAT** for the purpose of giving effect to this Resolution, the Board be and is hereby authorised to do all such acts, deeds, matters and things, take necessary steps in the matter as the Board may in its absolute discretion deem necessary, desirable or expedient and to settle any question that may arise in this regard and incidental thereto, without being required to seek any further consent or approval of the members or otherwise to the end and intent that the members shall be deemed to have given their approval thereto expressly by the authority of this Resolution.

**RESOLVED FURTHER ALSO THAT** the Board be and is hereby authorised to delegate all or any of the powers herein conferred to any Committee of Directors or any other Officer(s) / Authorised Representative(s) of the Company to give effect to the aforesaid Resolution."

# ITEM NO: 2: APPOINTMENT OF MR. K. SATYANARAYANA, EXECUTIVE DIRECTOR(SURVEILLANCE) AS EXECUTIVE CHAIRMAN OF THE COMPANY:

To consider and if thought fit to pass with or without modifications the following resolution as Special Resolution through voting by postal ballot:

"RESOLVED THAT pursuant to the provisions of Sections 196,197,203 and all other applicable provisions, if any, of the Companies Act, 2013, read with Schedule V to the said Act and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, including any statutory modification(s) or any re-enactment(s) thereof for the time being in force (the "Act") and Article No.141 of the Articles of Association of the Company, the consent of the members be and is hereby accorded for the appointment of **Mr. K.** Satyanarayana (DIN: 00045387) as Whole-Time-Director designated as Executive Chairman of the Company for a period of 3 years w.e.f. 24th November, 2017 at a remuneration of Rs.33,00,000/- per annum (including the remuneration to be paid in the event of loss or inadequacy of profits in any financial year during the aforesaid period) excluding other benefits, allowances, perquisites as set out in the Explanatory Statement annexed to this Notice.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and are hereby authorized to do all such acts, deeds, matters and things as may be considered necessary, proper and expedient for giving effect to this Resolution."

# ITEM NO: 3:APPOINTMENT OF MR. SATISH KUMAR ARYA, DIRECTOR (OPERATIONS) AS MANAGING DIRECTOR OF THE COMPANY:

To consider and if thought fit to pass with or without modifications the following resolution as Special Resolution through voting by postal ballot:

"RESOLVED THAT pursuant to the provisions of Sections 196,197,203 and all other applicable provisions, if any, of the Companies Act, 2013 read with Schedule V to the said Act and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, including any statutory modification(s) or any re-enactment(s) thereof for the time being in force (the "Act") and Article No.181 of the Articles of Association of the Company, the consent of the members be and is hereby accorded for the appointment of **Mr. Satish Kumar Arya (DIN: 00046156)** as Managing Director of the Company for a period of 3 years w.e.f. 24th November, 2017at a remuneration of Rs.30,00,000/- per annum (including the remuneration to be paid in the event of loss or inadequacy of profits in any financial year during the aforesaid period) excluding other benefits, allowances, perquisites as set out in the Explanatory Statement annexed to this Notice.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and are hereby authorized to do all such acts, deeds, matters and things as may be considered necessary, proper and expedient for giving effect to this Resolution."

**Regd. Office:** 

49-52-5/4

By Order of the Board For Steel City Securities Limited

Shantipuram

Visakhapatnam - 530 016

Andhra Pradesh

Place: Visakhapatnam

Date:24.11.2017

Srividya. M Company Secretary

#### Notes:

- 1. An Explanatory Statement pursuant to the provisions of Section 102 of the Companies Act, 2013 is annexed to this notice.
- 2. The Company shall dispatch the Notice to those Shareholders who were holding Shares as on 24<sup>th</sup> November, 2017.
- 3. The Board of Directors has appointed Sri. SurendraKuchipudi, Practicing Company Secretary (CP No.12732) as the Scrutinizer for conducting the postal ballot/E-voting process in a fair and transparent manner. The scrutinizer's decision on the validity of the postal ballot shall be final and binding.

#### **Voting through physical Postal Ballot Form:**

- 4. Members desiring to exercise their vote by Postal Ballot are requested to carefully read the instructions printed in the Postal Ballot Form and return the same duly completed in the enclosed self-addressed pre-paid postage envelop to the Scrutinizer. However, Postal Ballot Form, if deposited in person or sent by courier or by Registered Post at the expenses of the member will also be accepted. Duly completed Postal Ballot Form should be received by the Scrutinizer not later than close of working hours i.e. 5.00 p.m. on 30.12.2017. Postal Ballot Form received after this date will be treated as if no reply from the member has been received.
- 5. The members who have not received the postal ballot forms may send an e-mail at <a href="mailto:investorrelations@steelcitynettrade.com">investorrelations@steelcitynettrade.com</a> for obtaining duplicate thereof.

#### **Voting through electronic means:**

6. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014, and in terms of Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, a member of the company, holding shares either in physical form or in dematerialized form, may exercise his right to vote by electronic means (evoting) in respect of the resolution contained in this notice. Accordingly, the Company is providing e-voting facility, as an alternate, to its Members to enable them to cast their vote electronically instead of dispatching Postal Ballot Form. The Company has engaged the services of National Securities Depository Ltd. (NSDL) as the Authorized Agency to provide evoting facilities.

The procedure and instructions for e-voting are as under:

- A. In case a Member receives an email from NSDL [for members whose email IDs are registered with the Company/Depository Participants(s)]:
- (i) Open email and open PDF file. The said PDF file contains your user ID and password/PIN for e-voting. Please note that the password is an initial password.
- (ii) Launch internet browser by typing the following URL https://www.evoting.nsdl.com
- (iii) Click on Shareholder Login
- (iv) Enter user ID and password as initial password/PIN noted in step (i) above. Click Login.
- (v) Password change menu appears. Change the password/PIN with new password of your choice with minimum 8 digits/characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (vi) Home page of remote e-voting opens. Click on remote e-Voting: Active Voting Cycles.
- (vii) Select "REVEN" of Steel City Securities Limited.
- (viii) Now you are ready for remote e-voting as Cast Vote page opens.
- (ix) Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
- (x) Upon confirmation, the message "Vote cast successfully" will be displayed
- (xi) Once you have voted on the resolution, you will not be allowed to modify your vote

- (xii) Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through email to <a href="mailto:surenderkuchipudi@gmail.com">surenderkuchipudi@gmail.com</a> with a copy marked to <a href="mailto:investorrelations@steelcitynettrade.com">investorrelations@steelcitynettrade.com</a>
- B. In case a Member receives physical copy of the Postal Ballot Notice [for members whose email IDs are not registered with the Company/ Depository Participants(s) or requesting physical copy]:
- (i) Initial password is provided as below/at the bottom of the Attendance Slip for the Postal Ballot:REVEN (Remote E Voting Event Number) USER ID PASSWORD/PIN
- (ii) Please follow all steps from Sl. No. (ii) to Sl. No. (xii) Above, to cast vote.
- C. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and remote e-voting user manual for Shareholders available at the Downloads section of www.evoting.nsdl.com.
- D. If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.
- E. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
- F. The e-voting period commences on 01.12.2017 (09:00 a.m.) and ends on 30.12.2017 (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 i.e. 30.11.2017, may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
- 7. Kindly note that the members can opt only one mode for voting i.e. either by physical ballot or e-voting. If you are opting for e-voting, then do not vote by physical ballot also and vice versa. However, in case members cast their vote both via physical ballot and e-voting, then voting done by e-voting shall prevail and voting done through physical ballot will be ignored.
- 8. The Postal Ballot Notice will also be available on the Company's website www.steelcitynettrade.com. The physical copies of the documents referred in this Notice will also be available at the Company's Registered Office for inspection by any shareholder between 11:00 a.m. to 2:00 p.m. on all working days (excepts Saturdays, Sundays & Public Holidays) up to 30th December, 2017.

- 9. The Scrutinizer will submit his report to the Chairman or any other Director of the Company after the completion of the scrutiny of the postal ballots (including e-voting) on or before the close of working hours i.e. 5.00 p.m. on 01.01.2018. The result of postal ballot shall be declared on or before 5.00 p.m. on 02.01.2018. The result of postal ballot (including e-voting) , along with the Scrutinizer's Report thereon shall be placed on the Company's website ( www.steelcitynettrade.com), NSDL website and be communicated to the Stock Exchanges where the shares of the Company are listed.
- 10. The date of declaration of postal ballot result will be taken to be the date of passing of the special resolution subject to the receipt of requisite number of votes in favour of the resolution.

# Explanatory Statement pursuant to the provisions of Section 102 of the Companies Act, 2013:

## REGARDING ITEM NO: 1: ACCORDING CONSENT FOR VARIATION IN THE UTILISATION OF PROCEEDS OF THE FUNDS RAISED THROUGH INITIAL PUBLIC OFFER:

The Members are aware that the Company has gone for the Initial Public Offering ("IPO") and subsequently got listed on the Emerge Platform of National Stock Exchange Limited. In the Prospectus dated 10<sup>th</sup> January, 2017 filed by the Company with the Registrar of Companies, Andhra Pradesh &Telangana, Hyderabad, the Company has mentioned that it shall utilize the proceeds of the Offer in the following manner:

Particulars of Utilisation	Amount (Rs. In lakhs)
Investment in Technology Upgradation& Office infrastructure for	390.00
expansion of e-governance business	
Setting up of AADHAAR Enrollment center at our existing branches	264.00
Enhancement of our Company's Brand through advertising and	250.00
other brand building activities	
Working Capital requirement	200.00
Offer expenses	220.00
General Corporate Purposes	175.40
Total	1499.40

The Company has spent an amount of Rs. 812.36 Lakhs out of the total proceeds of Rs. 1499.40 Lakhs till 30<sup>th</sup> September, 2017 and the remaining amount of Rs. 687.04 Lakhs remain invested in Fixed Deposits with Banks. The Following are the details of the Objectwise utilization of Funds raised through IPO till 30<sup>th</sup> September, 2017:

Particulars	Proposed amount as per Prospectus		
	as per i rospectus	September, 2017	
Investment in Technology Upgradation&	390.00	194.02	
Office infrastructure for expansion of			
e-governance business			

Setting up of AADHAAR Enrollment center	264.00	0.87
at our existing branches		
Enhancement of our Company's Brand	250.00	1.00
through advertising and other brand		
building activities		
Working Capital requirement	200.00	200.00
Offer expenses	220.00	241.07
General Corporate Purposes	175.40	175.40
Total	1499.40	812.36

The Board would like to inform the Members that the Company has upgraded the old technology with new technology and also purchased Office Infrastructure to the extent that is required by the Company and are of the opinion that the Company need not spend further amount on Technology Upgradation& Office infrastructure for expansion of egovernance business and would suggest that the remaining amount which is left unspent out of the proceeds raised through IPO for the above mentioned object should be utilized for the purpose of Working Capital requirements of the Company.

The Board would also like to inform the Members that the Company has utilized the amount that is required for spent by the Company out of the IPO Proceeds till the 30<sup>th</sup> day of September, 2017 on setting up of AADHAAR Enrollment center is sufficient and would suggest that the remaining amount which is left unspent should be utilized for the purpose of Working Capital requirements of the Company.

The Board would also like to inform the Members that the Company is having around 6000+ Franchisesall over India and the Board is of the opinion that there is no more publicity required for the Company to build the brand of the Company and hence they suggest that the amount that is allocated to Brand building by advertising object mentioned in the Prospectus should be utilized for the purposes of Working Capital requirements of the Company.

The Board further suggests that the proceeds raised through IPO should be utilized in future for the Objects mentioned in the Prospectus in the following manner:

Particulars	Proposed amount as per Prospectus	Revised Proposal for further Utilisation of Proceeds
Investment in Technology	390.00	194.02
Upgradation& Office infrastructure		
for expansion of e-		
governance business		

Setting up of AADHAAR Enrollment	264.00	0.87
center at our existing branches		
Enhancement of our Company's	250.00	1.00
Brand through advertising and		
other brand building activities		
Working Capital requirement	200.00	887.04
Offer expenses	220.00	241.07
General Corporate Purposes	175.40	175.40
Total	1499.40	1499.40

Exit Offer will be provided to dissenting Shareholders if required as per Chapter VI A of SEBI (ICDR) Regulations, 2009 and Section 13 (8) and 27 (2) of the Companies Act, 2013.

The Board of Directors of the Company recommend the passing the following resolution at Item No:1 as a Special Resolution.

None of the Directors and Key Managerial Personnel of the Company and their relatives is/are concerned or interested in any manner, in passing the resolution set out in the Notice.

# REGARDING ITEM NO: 2: APPOINTMENT OF MR. K. SATYANARAYANA, EXECUTIVE DIRECTOR(SURVEILLANCE) AS EXECUTIVE CHAIRMAN OF THE COMPANY:

The Members are informed that the Board has appointed Mr. K. Satyanarayana, who is presently Whole- Time Director of the Company designated as Executive Director (Surveillance) of the Company, as Executive Chairman of the Company w.e.f. 24<sup>th</sup> November, 2017 since he has been engaged in looking after the performance of all the branches and service centers and also administering the organization with high level performance.

His commitments towards clients in the capacity of Executive Director-Surveillance has reached the expected clients satisfaction and helped the Company in building up the image in all aspects. His continuous involvement and dedication would definitely strengthen the present set-up and corporate goals for further development of the company and also Steel City Commodities Private Limited, which is the Subsidiary company of this company.

Considering his vast, rich experience and valuable contributions towards the growth of the Company, the Nomination and Remuneration Committee of the Company recommended to the Board his appointmentand payment of remuneration mentioned in notice supra. The Board of Directors at their Meeting held on 24th November, 2017appointedMr. K. Satyanarayana, as Whole-Time-Director designated as Executive Chairman for a period of

3 years w.e.f.  $24^{th}$  November, 2017 at a remuneration of Rs 33,00,000/- per annum excluding perquisites.

The brief Profile of Mr. K. Satyanarayana:

Sl. No	Particulars	Details	
1.	Director Identification Number	00045387	
	(DIN)	07992172	
		07992172	
2.	Full Name	KamireddySatyanarayana	
3.	Father's Name	Kamireddy Rama Swamy	
		49-54-23, Greenpark, 2 <sup>ND</sup> Floor	
4.	Address	B.S.Layout Area, Seethammadhara	
		Visakhapatnam 530013 AP	
5.	Email	satya.k@steelcitynettrade.com	
6.	Mobile Number	9848192422	
7.	Income Tax PAN	ABTPS7560B	
8.	Occupation	BUSINESS	
9.	Date of Birth	04/04/1950	
10.	Nationality	INDIAN	
11.	No. of companies in which as a	Whole- Time Director of Steel City	
	Managing Director, Chief Executive	Securities Limited only.	
	Officer, Whole Time Director,		
	Secretary, Chief Financial Officer,		
	Manager.		
12.	Professional Experience	He is having Experience in the	
		Business of Stock Broking since 22	
		years and is associated with the	
		Company since its inception. Has	
		knowledge about trading and take	
		care of the risk management,	
		Surveillance requirements of	
		Operations and other allied activities.	

In accordance with the provisions of the Companies Act, 2013 read with Schedule V to the Act, the appointment and remuneration is to be approved by the members in General Meeting.

Your Directors therefore, recommend for your approval the above proposed Special Resolution in the best interest of the Company.

Mr. K. Satyanarayana is concerned or interested in the aforesaid Resolution.

This may be treated as an abstract pursuant to Section 302 of the Act.

# REGARDING ITEM NO: 3: APPOINTMENT OF MR. SATISH KUMAR ARYA, DIRECTOR (OPERATIONS) AS MANAGING DIRECTOR OF THE COMPANY:

The Members are informed that the Board has appointed Mr. Satish Kumar Arya, who is presently Whole – Time Director designated as Director (Operations) of the Company as Managing Director of the Company.

He is efficient in general management, administration and maintaining relationship with employees, clients and other persons dealing with the Company and also systems operations. Mr. Satish Kumar Arya has been devoting his entire time to motivate the employees of the Company to achieve the plans conceived. His performance with great diligence in day to day operations will certainly forge the Company ahead. Further, he has been dealing with the all Regulating Authorities including BSE, NSE, MCX-SX, SEBI, NSDL, CDSL, COMMODITIES EXCHANGES etc, relating to the affairs of the Company including the affairs of the Steel City Commodities Private Limited, which is the Subsidiary Company of Steel City Securities Limited. In view of the above facts, and considering the vast, rich experience and valuable contributions towards the growth of the Company, the Nomination and Remuneration Committee of the Company recommended to the Board his appointment and payment of remuneration mentioned in notice supra. The Board of Directors at their Meeting held on 24th November, 2017 appointed Mr. Satish Kumar Arya, presently Director (Operations) of the Company as Managing Director of the company w.e.f. 24th November, 2017 at a remuneration of Rs.30,00,000/- per annum excluding perquisites...

The Profile of Mr. Satish Kumar Arya:

Sl. No	Particulars	Details	
1.	Director Identification Number	00046156	
	(DIN)		
2.	Full Name	SatishkumarArya	
3.	Father's Name	Ramand	
		50-49-16/6, Flat No.401, NavyaSoudha	
4.	Address	TPT Colony, Seethammadhara	
		Visakhapatnam 530013 AP	
5.	Email	arya.sk@steelcitynettrade.com	
6.	Mobile Number	9848111488	
7.	Income Tax PAN	ADPPA5763Q	

8.	Occupation	BUSINESS	
9.	Date of Birth	26/02/1960	
10.	Nationality	INDIAN	
11.	No. of companies in which as a Managing Director, Chief Executive Officer, Whole Time Director, Secretary, Chief Financial Officer, Manager.	Whole- Time Director of Steel City Securities Limitedonly.	
12.	Professional Experience	He is having experience in the Business of Stock Broking since 22 years and also served Indian Navy for 15 years and is associated with the Company since 1996. He co-ordinates with all Regulating Authorities including BSE, NSE, MCX-SX, SEBI, NSDL, CDSL, COMMODITIES EXCHANGES etc, relating to the affairs of the Company and take care of the day to day operations of the Company.	

In accordance with the provisions of the Companies Act, 2013 read with Schedule V to the Act, the appointment and remuneration is to be approved by members in General Meeting.

Your Directors therefore, recommend for your approval the above proposed resolution in the best interest of the Company.

Mr. Satish Kumar Arya is concerned or interested in the aforesaid resolution.

Regd. Office: 49-52-5/4, Shantipuram Visakhapatnam – 530 016 Andhra Pradesh

Place: Visakhapatnam Date: 24.11.2017

By Order of the Board For Steel City Securities Limited

Srividya.M Company Secretary

### STEEL CITY SECURITIES LIMITED (CIN: L67120AP1995PLC019521)

Registered Office: 49-52-5/4, SHANTHIPURAM, VISAKHAPATNAM, ANDHRA PRADESH - 530016

#### POSTAL BALLOT FORM

Name of Member(s)
Including joint holders, if any

Registered address of the Sole/First:

Named Shareholder Registered Folio No./DP Id No.\*/Client Id No.\*: (\*Applicable to Shareholders holding shares in Dematerialized form)

Number of Shares held:

I/we hereby exercise my/our vote in respect of the Special Resolutions to be passed through postal ballot for the business stated in the Notice of the Company by sending my/our assent or dissent to the Resolution by placing tick ( $\sqrt{}$ ) mark in the appropriate boxes below:

Resolut	ion by placing tick (v) mark in the appropriate box	es below.		
S	Description	No. of	I/We assent to	I/We dissent to
No.		Shares	the Resolution	the Resolution
		held	(FOR)	(AGAINST)
1.	According consent for variation in the utilisation of proceeds of the funds raised through Initial Public Offer			
2.	Appointment of Mr. K. Satyanarayana, Executive Director(Surveillance) as Executive Chairman of the Company			
3.	Appointment of Mr. Satish Kumar Arya, Director (Operations) as Managing Director of the company			

#### ELECTRONIC VOTING PARTICULARS

EVEN	User Id	<u>Password</u>
(e Voting event number)		

Place : Date :

(Signature of the Member)

#### **INSTRUCTIONS:**

- 1. A member desiring to exercise his/her vote by Postal Ballot may complete this Postal Ballot form (no other form or photocopy there is permitted to be used for the purpose) and send it to the Scrutinizer in the attached pre-paid self-address envelope. Envelopes containing Postal Ballot, if deposited in person or by courier / Registered post at the expense of the Member, shall also be accepted.
- 2. The form should be completed and signed by the Member. In case of joint shareholding, this form should be completed and signed (as per the specimen signature(s) registered with the Company/Depositories) by the first named Member and in his/her absence by the next named Member. Unsigned/Incomplete Postal Ballot form will be rejected.
- 3. In case the shares are held by Body Corporate/Trust, the duly completed Postal Ballot form should be accompanied by a certified true copy of the Board resolution/Authorization.
- 4. Duly completed Postal Ballot form should be received by the Scrutinizer not later than close of working hours i.e. 5.00 p.m. on 30.12.2017. Postal Ballot Form received after this date will be treated as if no reply from the member has been received.
- 5. In case members desiring to exercise his/her vote by Electronic voting (e-voting), follow the steps given in Note no. 6 of the Postal Ballot Notice dated 24.11.2017.
- 6. Kindly note that the members can opt only one mode for voting i.e. either by physical ballot or evoting. However, in case members cast their vote both via physical ballot and e-voting, then voting done by e-voting shall prevail and voting done through physical ballot will be ignored.