GIRDHARILAL SUGAR AND ALLIED INDUSTRIES LIMITED

45/47-A, INDUSTRIAL AREA NO. 1, A.B. ROAD, DEWAS - 455 001 (MP) India
PHONE NOS : 91 7272 258502/03/ 04 & FAX NO : 91 7272258505
E-mail:premier_2@bsnl.in / piildewas@gmail.com - **CIN NO. L15424MP1989PLC005564**

Ref: GSAIL/PSTAL/2016-17-1
30th July, 2016

To, **The Manager Listing Department** **The National Stock Exchange of India Limited** **Exchange Plaza,** **Bandra- Kurla Complex, Bandra (East)** **Mumbai-400 051**	**To,** **The Manager- Listing Department** **Bombay Stock Exchange Limited** **Floor 25, P.J. Towers,** **Dalal Street,** **Mumbai-400 001**

Dear Sir /Mam,

REF: Girdharilal Sugar and Allied Industries Limited, NSE Symbol-NARMADASU
BSE Code-507506

SUB: Girdharilal Sugar and Allied Industries Limited- Postal Ballot Notice and Form dated 27th May, 2016

Kindly be infoemd that pursuant to section 110 of the Companies Act, 2013 read with the rule 22 of the Companies (Management and Administration) Rules, 2014, Regulation 30 of SEBI (LODR) Regulation, 2015, Postal Ballot Notice along with the Postal Ballot Form are being dispatched to the shareholders whose name appearing in the Register of members / Beneficial owners as on the cut-off date July 26th, 2016 for seeking approval of the shareholders of the company by Postal Ballot, including e-voting by electronics means, for seeking approval of the shareholders of the company in the following manner:

Item No.	Description of the Resolution
1	Special Resolution for making loan(s), and/or giving any guarantee(s) /providing security(ies) and / or acquire by way of subscription, purchase or otherwise, the securities of any other body corporate upto i) maximum amount of Rs. 50 Crores (Rupees Fifty Corers only), if the investments/ acquisitions, loans, guarantee, securities to be provided along with Company's existing loans or guarantee/ security or investments/acquisitions are in excess of the limits prescribed under Section 186 aforesaid or ii) the maximum limits so prescribed under Section 186 (as may be amended from time to time), whichever is higher.

GIRDHARILAL SUGAR AND ALLIED INDUSTRIES LIMITED DEWAS

GIRDHARILAL SUGAR AND ALLIED INDUSTRIES LIMITED

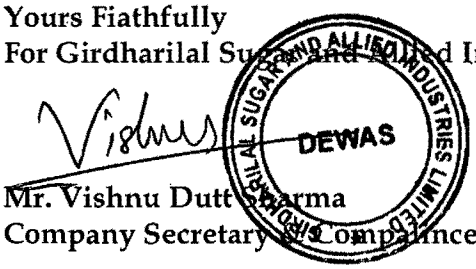
45/47-A, INDUSTRIAL AREA NO. 1, A.B. ROAD, DEWAS - 455 001 (MP) India
PHONE NOS : 91 7272 258502/03/ 04 & FAX NO : 91 7272258505
E-mail:premier_2@bsnl.in / piildewas@gmail.com - **CIN NO. L15424MP1989PLC005564**

A scane copy of the name is being uploaded on BSE/NSE Online Filing System and on the company website: www.gsail.org (Investors Relation)

Kindly take the same in your record.

Thanking You,

Yours Fiathfully
For Girdharilal Sugar and Allied Industris Limited



Mr. Vishnu Dutt Sharma
Company Secretary & Compalince officer

GIRDHARILAL SUGAR AND ALLIED INDUSTRIES LIMITED

Registered office: 45/47-A, Industrial Area No.1 A.B. Road Dewas, Madhya Pradesh - 455001 - INDIA
Tel No: 07272-259505 CIN L15424MP1989PLC005564 Website:www.gsail.org
Email: preind2002@yahoo.com

POSTAL BALLOT NOTICE
[Notice Pursuant to Section 110 of the Companies Act, 2013, read with Rule 22 of the Companies (Management and Administration) Rules, 2014]

Dear Member(s),

Notice is hereby given pursuant to provisions of Section 110 and any other applicable provisions, if any, of the Companies Act, 2013, ("the Act") read with the Companies (Management and Administration) Rules, 2014 (including any statutory modification or re-enactment there of for the time being in force) and Secretarial Standard -2 (SS-2), that the Company is seeking the Members' consent to pass the Special Resolution by way of Postal Ballot for making loan(s), and/or giving any guarantee(s)/providing any security(ies) and / or acquire by way of subscription, purchase or otherwise, the securities of any other body corporate in excess of the limits prescribed under section 186 as set out below, more specifically described in the Explanatory Statement appended to this notice.

The explanatory statement pertaining to the aforesaid resolution setting out the material facts concerning the same and the reasons thereof is annexed hereto. A Postal Ballot Form is also annexed hereto for your consideration and voting. The Postal Ballot Notice along with the Postal Ballot Form shall be uploaded on the website of the Company.

As required under Rule 20(4) (v) of the Companies (Management and Administration) Amendment Rules, 2015 and Rule 22(3) of the Companies (Management and Administration) Rules, 2014 (including any statutory modification or re-enactment thereof for the time being in force) and SS-2, advertisement for dispatch of notice and e-voting will be published in the newspapers specifying the relevant matters therein.

The Board of Directors of the Company have appointed Mr. Rajesh Lohia , Proprietor, M/s. R. Lohia & Co. Practicing Company Secretary, Indore as the Scrutinizer for conducting the postal ballot process in a fair and transparent manner and Central Depository Services (India) Limited (CDSL) as agency in respect of remote e-voting for the postal ballot.

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 Business Reply Envelope. Postage will be borne and paid by the Company. Postal Ballot Form(s), if sent by courier or by registered post / speed post at the expense of the Member(s) will also be accepted. The Postal Ballot Form(s) may also be deposited personally **Girdharilal Sugar and Allied Industries Limited, 45/47-A, Industrial Area No.1 A.B. Road Dewas (M.P.) 455001, India.** The duly completed Postal Ballot Form(s) should reach the Scrutinizer not later than Tuesday, 30th August, 2016 to be eligible for being considered, failing which it shall be considered as invalid.

Members desiring to opt for e-voting as per the facilities arranged by the Company are requested to read the instructions in the Notes under the section 'Voting through electronic means'. References to postal ballot(s) in this Postal Ballot Notice include votes received electronically.

The Scrutinizer will submit his report to the Managing Director/ any other Director of the Company after the completion of the scrutiny of the postal ballots (including remote e-voting). The result of the postal ballot would be announced by the Managing Director or any other Director of the Company on Thursday, 01st September, 2016 at 1.00 p.m. and displayed on the Notice Board of the company at its Registered Office and its Corporate Office besides being communicated to the Stock Exchanges. The results will be displayed on the website of the Company i.e. www.gsail.org, for the information of the Members. The last date for receipt of postal ballot forms i.e. 30th August, 2016, will be taken to be the date of passing of the resolution.

RESOLUTION:

Item No. 1:

To consider and, if thought fit, to pass the following resolution as a **SPECIAL RESOLUTION:**

"**RESOLVED THAT** pursuant to the provisions of Section 186 of the Companies Act, 2013 read with the Companies (Meetings of Board and its Powers) Rules, 2014 and such other provisions as may be applicable, including any statutory modification or re-enactment thereof for the time being in force, consent of the members of the Company be and is hereby accorded to the Board of Directors of the Company (hereinafter referred to as the "Board", which term shall be deemed to include, unless the context otherwise requires, any committee of the Board or any officer(s) authorized by the Board to exercise the powers conferred on the Board under this resolution) to make loan(s) and/or give any guarantee(s)/provide any security(ies)in connection with loan(s) made and / or acquire by way of subscription, purchase or otherwise, the securities of any other body corporate as they may in their absolute discretion deem beneficial and in the interest of the Company in excess of 60% of the paid up Share Capital, Free Reserves and Securities Premium of the Company or 100% of Free Reserves and Securities Premium of the Company whichever is more, as prescribed under Section 186 of the Companies Act, 2013 from time to time, in one or more tranches, upto i) maximum amount of ₹ 50 Crores (Rupees Fifty Crore only), if the investments/ acquisitions, loans, guarantee, securities to be provided along with Company's existing loans or guarantee/ security or investments/ acquisitions are in excess of the limits prescribed under Section 186 aforesaid or ii) the maximum limits so prescribed under Section 186 (as may be amended from time to time), whichever is higher.

RESOLVED FURTHER THAT the Board or any Committee thereof and / or Managing Director and / or any Whole-time Director(s) and / or any Officer(s) as may be authorized by the Board or any Committee thereof as per the applicable provisions of the Companies Act, 2013 be and are hereby authorized to take from time to time all decisions and steps in respect of the above loans, guarantees and investments/ acquisitions including the timing, amount and other terms and conditions of such loans, guarantees and investments/ acquisitions and varying the same through transfer, sale, disinvestments or otherwise either in part or in full as it may deem appropriate, and to do and perform all such acts, deeds, matters and things, as may be necessary or expedient in this regard and to exercise all the rights and powers which would vest in the Company in pursuance of such loans, guarantees and investments/ acquisitions."

By order of the Board of Directors
For **Girdharilal Sugar and Allied Industries Limited**

Rajesh Agrawal
Managing Director
DIN: 00107009

Place: Dewas (M.P.)
Date: 27th May, 2016

NOTES:

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 stating all material facts and the reasons for the proposal is annexed hereto.
2. The Postal Ballot Notice is being sent to the Members whose names appear on the Register of Members/List of Beneficial Owners as received from the Central Depository Services (India) Limited (CDSL) as on Tuesday, 26th July, 2016 i.e. the cut-off date for dispatch of Postal Ballot Notice. The Postal Ballot Notice is being sent to Members in electronic form to the email addresses registered with the Depository Participant (in case of electronic shareholding)/ the Company's Registrar and Share Transfer Agents (in case of physical shareholding). For Members whose email IDs are not registered, physical copies of the Postal Ballot Notice are being sent by courier along with a postage-prepaid self-addressed Business Reply envelope.
3. Members, whose names appear on the register of members/list of beneficial owners as on Tuesday, 26th July 2016 will be considered for the purpose of voting. A person who is not a member a Tuesday, 26th July 2016 i.e. the cut of date for reckoning voting right so should treat this Notice for information purposes only.
4. The voting period begins on **Monday, 01st August, 2016 at 09.00 a.m.** and ends **on Tuesday,30th August, 2016 at 5.00 p.m.** (inclusive of both the days)
5. The Members can opt for only one mode of voting, i.e., either by physical ballot or remote e-voting. In case Members cast their votes through both the modes, voting done by remote e-voting shall prevail and votes cast through physical Postal Ballot Form will be treated as invalid.
6. A Member cannot exercise his vote by proxy on postal ballot.
7. A member desiring to exercise vote by remote e-voting / physical Postal Ballot Form is requested to carefully read the instructions printed on the Postal Ballot Notice, as applicable, and cast their votes in electronic mode / return the duly completed form in the attached self-addressed business reply envelope, so as to reach the Scrutinizer at **Girdharilal Sugar and Allied Industries Limited, 45/47-A, Industrial Area No.1 A.B. Road Dewas (M.P.) 455001,India, on or before Tuesday, 30th August, 2016 at 5.00 p.m.** The Postal Ballot Forms received after 5.00 p.m. on **Tuesday, 30th August, 2016** will be treated as if the reply from the member has not been received.
8. Any queries/grievances pertaining to voting by postal ballot including the remote e-voting process can be addressed to Mr. Vishu Dutt Sharma, Compliance Officer of the Company, at **Girdharilal Sugar and Allied Industries Limited, 45/47-A, Industrial Area No.1 A.B. Road Dewas (M.P.) 455001,India** or by sending an e-mail at preind2002@yahoo.com.
9. Voting through electronic mean (E-voting).
   I. In accordance with the applicable provisions of the Listing obligation i.e. SEBI (LOADER) regulations, 2015 and Companies Act 2013, read with Companies (Management and Administration) Amendment Rules, 2015 including the amendments thereto, the Company is pleased to provide facility to its members, to cast their vote electronically for the resolution proposed to be passed through postal ballot. The Board of Directors has appointed Central Depository Services (India) Ltd. (CDSL) to provide e-voting facility to its members.
   II. The voting right of shareholders shall be in proportion to one vote per fully paid equity share of the Company held by them as on the cut-off date i.e. Tuesday, 26th July, 2016.
   III. Mr. Rajesh Lohia, Proprietor, M/s. R. Lohia & Co. Practicing Company Secretary, Indore, has been appointed by the Board of Directors of the Company, as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.

IV. The Procedure and instructions for e-voting are as under:

I. The remote e-voting period begins on **Monday, 01st August, 2016 at 09.00 a.m.** and ends **on Tuesday, 30th August, 2016 at 5.00 p.m.** (inclusive of both the days)The e-voting module shall be disabled by CDSL for voting thereafter. During the e-voting period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of **Tuesday, 26th July, 2016,** may cast their vote electronically.

ii. The shareholders should log on to the e-voting website www.evotingindia.com.

iii. Click on Shareholders.

iv. Now Enter your User ID
   a. For CDSL: 16 digits beneficiary ID,
   b. Members holding shares in Physical Form should enter Folio Number registered with the Company.

v. Next enter the Image Verification as displayed and Click on Login.

vi. If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.

vii. If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)
DOB	Enter the Date of Birth as recorded in your demat account or in the company records for the said demat account or folio in dd/mm/yyyy format.
Dividend Bank Details	Enter the Dividend Bank Details as recorded in your demat account or in the company records for the said demat account or folio. *Members who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number which is printed on Postal Ballot Form in the Default PAN Field. please enters any one of the details relating to DOB or Dividend Bank Details in order to login. In case both the details are not recorded with the depository or company, please enter the number of shares held by you as on the cut-off date in the Dividend Bank details field.

viii. After entering these details appropriately, click on "SUBMIT" tab.

ix. Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

x. For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

xi. Click on the EVSN for **Girdharilal Sugar and Allied Industries Limited** to vote.

xii. On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.

xiii. Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.

xiv. After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.

xv. Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.

xvi. You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.

xvii. If Demat account holder has forgotten the same password then enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.

xviii. Note for Non Individual Shareholders and Custodians
   - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporate.
   - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
   - After receiving the login details a compliance user should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
   - The list of accounts should be mailed to helpdesk. evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
   - They should upload a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, in PDF format in the system for the scrutinizer to verify the same and send the scan copy of the Board resolution/ POA to lohiarajesh@rediffmail.com.

xix. In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

ITEM NO. 1:

As per Section 186 of the Companies Act, 2013, a Company that proposes to give loan(s), and/or guarantee(s)or provide any security(ies) in connection with loan(s) made and / or acquire by way of subscription, purchase or otherwise, the securities of any other body corporate in excess of 60% of the paid up Share Capital and Free Reserves and Securities Premium of the Company or 100% of Free Reserves and Securities Premium of the Company whichever is more, is required to obtain the approval of the shareholders.

In view of the above, shareholders of the Company, at the Twentieth - Annual General Meeting of the Company held on 29th September, 2009 have already approved the resolution under Section 372A of the Companies Act, 1956 to make loan(s) and/or give any guarantee(s)/provide any security(ies) in connection with loan(s) made to and / or make investments in the securities of any other body corporate including group companies, in excess of 60% of the Paid Up Capital and Reserves of the Company, at a rate of interest above Bank Deposit Rate in order to maximize profit.

However as per Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management & Administration) Rules, 2014 and SS-2 issued by ICSI as per Section 118(10) of the Companies Act, 2013, a Company giving loans or extending guarantee or providing security in excess of the limits as specified under sub-section (3) of section 186 has to obtain approval of shareholders' by passing resolution by way of postal ballot also. Therefore, the Board proposed to pass the resolution by postal ballot to make loan(s) and/or give any guarantee(s)/provide any security(ies)in connection with loan(s) made and/or acquire by way of subscription, purchase or otherwise, the securities of any other body corporate as they may in their absolute discretion deem beneficial and in the interest of the Company in excess of 60% of the paid up Share Capital, Free Reserves and Securities Premium of the Company or 100% of Free Reserves and Securities Premium of the Company whichever is more, as prescribed under Section 186 of the Companies Act, 2013 from time to time, in one or more tranches, upto i) maximum amount of ₹ 50 Crores (Rupees Fifty Crores Only), if the investments/ acquisitions, loans, guarantee, securities to be provided along with Company's existing loans or guarantee/ security are in excess of the limits prescribed under Section 186 aforesaid or ii) the maximum limits so prescribed under Section 186 (as may be amended from time to time), whichever is higher.

None of the Directors or Key Managerial Personnel of the Company or their relatives are in anyway concerned or interested in this Resolution except that the Directors of the Company may be deemed to be concerned or interested in the resolution to the extent of the directorship of the companies / Institutions / Trusts of which they are Directors or members or Trustees with or without any beneficial interest.

Your Directors recommend the passing of the Resolution in Item No. 1 of the Notice as a Special Resolution.

By order of the Board of Directors
For **Girdharilal Sugar and Allied Industries Limited**

Rajesh Agrawal
Managing Director
DIN: 00107009

Place: Dewas (M.P.)
Date: 27th May, 2016

Encl.: 1) Postal Ballot Form
2) Self addressed postage pre-paid Business Reply envelope.

GIRDHARILAL SUGAR AND ALLIED INDUSTRIES LIMITED

Registered office: 45/47-A, Industrial Area No.1 A.B. Road Dewas, Madhya Pradesh - 455001 - INDIA
Tel No: 07272-259505 CIN L15424MP1989PLC005564 Website:www.gsail.org
Email: preind2002@yahoo.com

POSTAL BALLOT FORM

Last Date: 30.08.2016, 5.00 p.m.

Sr. No. :

1. Name & Registered Address of the Sole/ / first named Member	
2. Name(s) of the Joint Holder(s), if any	
3. Registered Folio No./DP ID & Client ID No.	
4. No. of Shares held	
5. I / We hereby exercise my/ our vote in respect of the following special resolution to be passed through Postal Ballot for the businesses stated in the Notice of Postal Ballot dated 27th May, 2016 of the Company, by sending my / our assent or dissent to the said special resolution by placing a tick (√) mark at the appropriate box below:	

S.No.	Description	No. of Shares held	(For) I/We assent to the Resolution	(Against) I/We Dissent to the Resolution
1)	Special Resolution for making loan(s), and/or giving any guarantee(s) / providing security(ies) and / or acquire by way of subscription, purchase or otherwise, the securities of any other body corporate upto i) maximum amount of ₹ 50 Crores (Rupees Fifty Corers only), if the investments/ acquisitions, loans, guarantee, securities to be provided along with Company's existing loans or guarantee/ security or investments/acquisitions are in excess of the limits prescribed under Section 186 aforesaid or ii) the maximum limits so prescribed under Section 186 (as may be amended from time to time), whichever is higher.			

Place:
Date:

Signature of the Member/Beneficial Owner

EVSN (Electronic Voting Sequence Number)	User ID	*Default PAN / Password
160711005		

* Only Members who have not updated their PAN with the Company / Depository Participant shall use default PAN in the PAN Field.

Note:

1. If the voting rights are exercised electronically, there is no need to use this form.
2. Please read the instructions overleaf before exercising your vote. For E-voting instructions, kindly refer the Notice of Postal Ballot.

IMPORTANT INSTRUCTIONS

I. The voting rights for the shares are one vote per equity share which is fully paid, registered, in the name of the shareholders/ beneficial owners as on Tuesday, 26th July, 2016.

II. Voting by Postal Ballot, in physical form or e-Voting, can be exercised only by the shareholder or his/her duly constituted attorney or, in case of bodies corporate, the duly authorized person. Voting rights in a Postal Ballot cannot be exercised by a Proxy.

III. Voting period commences on **Monday, 01st August, 2016 at 09.00 a.m.** and ends **on Tuesday, 30th August, 2016 at 5.00 p.m.** (inclusive of both the days) The result of the postal ballot would be announced by the Managing Director or any other Director of the Company on Thursday, 01st September, 2016 at 01:00 p.m. and displayed on the Notice Board of the Company at its Registered Office and its Corporate Office besides being communicated to the Stock Exchanges.

IV. A member need not use all his/her votes.

V. Shareholders can opt only one mode for voting i.e. either by Physical Ballot or e-voting. In case the member has exercised the vote in physical as well as electronic mode, the vote by electronic mode only will be considered.

VI. The Scrutinizer's decision on the validity of a Postal Ballot shall be final.

VII. Any queries/grievances pertaining to voting by postal ballot can be addressed to

Mr. Vishu Dutt Sharma, Compliance Officer of the Company, at **Girdharilal Sugar and Allied Industries Limited, 45/47-A, Industrial Area No.1 A.B. Road Dewas (M.P.) 455001, India** or by sending an e-mail at preind2002@yahoo.com.

Instructions for Voting by Physical Postal Ballot Form

I. A Shareholder desirous of exercising vote by physical Postal Ballot should complete the Postal Ballot Form in all respects and send it after signature to the Scrutinizer in the attached self-addressed postage pre-paid envelope which shall be properly sealed with adhesive or adhesive tape. However, envelopes containing Postal Ballot Form, if sent by courier at the expense of the Member but using the postage pre-paid envelope will also be accepted. Members are requested to convey their assent or dissent in this postal ballot form only. The assent or dissent received in any other form or manner shall be considered as invalid.

II. The self-addressed envelope bears the name and address of the Scrutinizer appointed by the Board of Directors of the Company.

III. The Postal Ballot Form should be signed by the Shareholder as per specimen signature registered with the Registrar/Depository. In case, shares are jointly held, this Form should be completed and signed (as per specimen signature registered/recorded with the Registrar/Depository) by the first named member and in his/her absence, by the next named member. Holders of Power of Attorney (POA) on behalf of member may vote on the Postal Ballot mentioning the registration No. of the POA or enclosing an attested copy of POA. Unsigned Postal Ballot Form will be rejected.

IV. Duly completed Postal Ballot Form should reach the Scrutinizer not later than Tuesday, 30th August, 2016 at 5.00 p.m. Postal Ballot Forms received after the aforesaid date and time will be strictly treated as if reply from such member has not been received. The Members are requested to send the duly completed Postal Ballot Forms well before the last date, providing sufficient time for postal transit.

V. In case of shares held by companies, trusts, societies, etc., the duly completed Postal Ballot Form should be accompanied by a certified copy of the Board Resolution/ Authority and with attested specimen signature(s) of the duly authorized signatories giving requisite authority to the person voting on the Postal Ballot Form. Where the form has been signed by a representative of the President of India or of the Governor of a state, a certified copy of the nomination should accompany the Postal Ballot Form.

VI. The number of shares in respect of which votes are cast should be mentioned in the column, in the absence of which, all the votes shall be deemed to have been cast as per the tick mark placed by the shareholder in the respective column.

VII. Shareholders are requested not to send any paper (other than the resolution/authority as mentioned under instruction no. V above) along with the Postal Ballot Form in the enclosed self-addressed postage pre-paid envelope as all such envelopes will be sent to the Scrutinizer and if any extraneous paper is found in such envelope the same would not be considered and would be destroyed by the Scrutinizer.

VIII. There will be only one Postal Ballot Form for every folio / client ID irrespective of the number of Joint Member(s).

IX. A member may request for a duplicate Postal Ballot Form, if so required and the same duly completed should reach the scrutinizer not later than the last date for voting.

X. Postal Ballot Forms with following deficiencies will be rejected.

i. A form other than one issued by the company has been used

ii. It has not been signed by or on behalf of the Member

iii. Signature on the postal ballot form doesn't match the specimen signatures with the Company

iv. It is not possible to determine without any doubt the assent or dissent of the Member

v. Neither assent nor dissent is mentioned

vi. Any competent authority has given directions in writing to the company to freeze the Voting Rights of the Member

vii. The envelope containing the postal ballot form is received after the last date prescribed

viii. The postal ballot form, signed in a representative capacity, is not accompanied by a certified copy of the relevant specific authority

ix. It is defaced or mutilated in such a way that its identity as a genuine form cannot be Established

x. Member has made any amendment to the Resolution or imposed any condition while exercising his vote.

xi. Postal Ballot Form is received after the aforesaid stipulated period shall not be counted for the purposes of passing of the resolution.