



पंजीकृत कार्यालय तथा फैक्टरी : पो. ऑ. रसायनी, जिला रायगड, महाराष्ट्र, भारत, पिन - ४१० २०७.
टेलीफोन / Tel.: ९१ - ०२१९२ - २५८५०० / ०१ / ०२ फैक्स / Fax: ९१-०२१९२-२५८५०३
Regd. Office & Factory : P. O. Rasayani, Dist. Raigad, Maharashtra, India, PIN - 410 207.
Website : www.hocl.gov.in / www.hoclinida.gov.in

हिन्दुस्तान ऑर्गेनिक केमिकल्स लिमिटेड

CIN: L99999MH1980GOI011895

(भारत सरकार का उद्यम)

HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Govt. of India Enterprise)

HOC/SEC/Postal Ballot/2017/2.11

Date: 22nd February, 2017

To

FAX No. : 022 -2723121/3719/2037/2039/2041

25 Bombay Stock Exchange Ltd.,
4th Floor, DCS- CRD,
Pheroze Jeejeebhoy Towers,
MUMBAI - 400 023.

Kind Attn. : Mr. Khushro Bulsara / Abhijit Pai,
Sr.GM, Listing Compliance / AGM, L.C.

Dear Sir,

Sub : 1) Intimation & Filing of Postal Ballot Notice to pass 2 Special Resolution & Voting from Monday, the 27th February, 2017 9.00 a.m. and ends on Tuesday, the 28th March, 2017 upto 5.00 p.m.

Ref : Regulation Nos : 29,30 & other relevant Regulations of LODRRs.

Further to our Notice dated 9-02-2017 (Reg. Intimation of Cut off day of 17-02-2017) and in compliance with captioned Regulations; please find enclosed herewith HOCL Postal Ballot Notice 2017 alongwith Postal Ballot Form, Explanatory Statements thereof in respect of 2 Special Resolutions submitted to the Shareholders for approval through postal ballot voting/e-voting between 27th February, 2017 9.00 a.m. to Tuesday, the 28th March, 2017 upto 5.00 p.m., and Result thereof to be declared on 31-03-2017.

Kindly take the above in your records in compliance with Regulation Nos.: 29,30 & other relevant Regulations of LODRRs.

Thanking you.

Yours faithfully,

For Hindustan Organic Chemicals Ltd.,

(Mrs. Susheela S. Kulkarni)

Company Secretary

Encl. : as above

Copy to : 1) M/s. NSE Hd.

2) M/s. NSDL

3) M/s. CDSL

4) M/s. Bigshare Services Pvt. Ltd.,

5) M/s. S.N.A & Co.



Hindustan Organic Chemicals Limited

[CIN L99999MH1960GOI011895]

Registered Office: P.O. Rasyani, Dist. Raigad, Maharashtra, Pin- 410207.

NOTICE OF POSTAL BALLOT (Voting Period – 27-02-2017 to 28-03-2017)

Dear Member,

Notice is hereby given pursuant to Section 110 and other applicable provisions, if any, of the Companies Act, 2013, (the "Act") read together with the Companies (Management and Administration) Rules, 2014 and any amendment thereto, that the resolution appended hereunder is proposed to be passed as Special Resolutions by way of postal ballot. The explanatory statements pertaining to the aforesaid resolutions setting out the material facts concerning the resolutions and the reasons thereof is annexed hereto along with a postal ballot form (the "Form") for your consideration. The Board of Directors of the Company (the "Board") has appointed Ms. Malati Kumar, Practising Company Secretary (ACS 15508) Partner, of M/s. S.N. Ananthasubramanian & Co., as the Scrutinizer for conducting the postal ballot process in a fair and transparent manner.

You are requested to carefully read the instructions printed on the Form, record your assent (FOR) or dissent (AGAINST) therein by filling necessary details and affixing your signature at the designated place in the Form and return the same in original duly completed in the enclosed self-addressed, postage pre-paid envelope (if posted in India) so as to reach the Scrutinizer not later than the close of working hours, i.e. **by 5 p.m. on 28-03-2017**. Any postal ballot received beyond the said date will not be valid. Therefore, Members are requested to send the duly completed Form well before this date allowing sufficient time for postal transit.

Members desiring to opt for voting by electronic means ("e-voting") as per facilities arranged by the Company are requested to read the notes to the notice and instructions overleaf the Form. References to postal ballot in this notice include votes received electronically.

Upon completion of the scrutiny of the Forms, the Scrutinizer will submit his report to the Chairman/ Any other officer authorized by him. The result of the postal ballot would be announced by the Chairman & Managing Director or the Company Secretary of the Company on **31-03-2017** at the registered office of the Company. The aforesaid result would be displayed at the registered office of the Company, 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.hocindia.com.

RESOLUTIONS :

1. To consider and to approve the sale of 442 acres of Company's land at Rasayani, Maharashtra to BPCL @ Rs. 1.40 Crore per acre as outright purchase/sale subject to internal approvals of the HOCL & BPCL and such other approvals including other relevant Government approvals and if approved to pass the following as Special Resolution

"RESOLVED THAT pursuant to the provisions of Section 180 (1)(a) of the Companies Act, 2013 and other applicable provisions and Rules thereunder and subject to such other approvals as may be necessary in this regard the approval of the Members be and is hereby accorded for the sale of 442 acres of land of the Company's Land at Rasayani to Bharat Petroleum Corporation Limited (BPCL)"

"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, deal with such matters, 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 and shareholders 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."

"FURTHER RESOLVED THAT the Board of Directors of the Company OR Chairman and Managing Director and Company Secretary of the Company be and are hereby authorized to take necessary actions in respect of Sale of land at Rasayani to BPCL AND authorized to take all such other related actions as may be required to give effect to these resolutions."

2. Proposal of Company's (HOCL) Disinvestment of its entire equity share holding of equity shares [11060000 Eq. Shares of Rs.10/- each] aggregating 56.43% in Hindustan Fluorocarbons Limited, a subsidiary of the Company and if approved to pass the following as Special Resolution.

"RESOLVED THAT pursuant to the provisions of Section 180 (1)(a) of the Companies Act, 2013 and other applicable provisions and Rules thereunder and subject to such other approvals as may be necessary in this regard the approval of the Members be and is hereby accorded to the Company to disinvest its entire equity share holding of [11060000 Eq. Shares of Rs.10/- each] equity shares aggregating to 56.43% in Hindustan Fluorocarbons Limited (HFL) a subsidiary of the Company."

"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 deal with such matters, 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."

"FURTHER RESOLVED THAT the Board of Directors of the Company OR Chairman and Managing Director and Company Secretary of the Company be and are hereby authorized to take necessary actions in respect of Disinvestment of Company's entire equity share



holding of [11060000 Eq. Shares of Rs.10/- each] equity shares aggregating to 56.43% in HFL and authorized to take all such other related actions as may be required to give effect to these resolutions."

By Order of the Board of Directors of
Hindustan Organic Chemicals Ltd.

Rasayani
Date: 08.02.2017

Sd/-
Mrs. Susheela S. Kulkarni
Company Secretary

NOTES AND INSTRUCTIONS:-

1. An explanatory statement pursuant to Section 102 of the Act, setting out the material facts and reasons for the proposed Ordinary/ Special Resolutions is appended herein below along with Form for your consideration.
2. The Notice is being sent to all the Members, whose names appear in the Register of Members/ list of Beneficial Owners as received from National Securities Depository Limited ("NSDL") and Central Depository Services (India) Limited ("CDSL") as on 17-02-2017.
3. As per Section 110 of the Act, read with Rule 22 of the Companies (Management and Administration) Rules, 2014, notice of postal ballot may be served on the Members through electronic means. Members who have registered their e-mail IDs with depositories are being sent this notice of postal ballot by e-mail and the members who have not registered their e-mail IDs will receive notice of postal ballot along with the Form through post/courier. Members who have received postal ballot notice by e-mail and who wish to vote using the Form, may download the Form from the 'investors' section on the Company's website www.hoclindia.com. Members may submit their queries/grievances, etc connected to postal ballot on cs@hoclindia.com.
4. The attached self-addressed envelope bears the name and address of the Scrutinizer appointed by the Board and the Form after casting of the vote should be put inside the same and the envelope should be duly sealed. Envelope containing the Form will also be accepted if physical copy thereof duly sealed inside the attached postage pre-paid envelope is sent by any other mode at the expense of the Member.
5. The Form should be signed by the Member as per the specimen signature registered with the Company. In case shares are jointly held, the Form should be completed and signed by the first named holder and in his/her absence, by the next named holder. Holders of Power of Attorney (PoA) on behalf of a Member may vote on the Form mentioning the Registration No. of the PoA registered with the Company or attach notarial attested copy of the PoA. Unsigned Form will be rejected.
6. Members holding shares in dematerialised form are advised, in their own interest, to get their signatures verified by their Bankers/ Depository Participants ("DPs"). The signature should be verified by their Bankers/ DPs by affixing seal mentioning name and address of the Banker/ DPs and name, stamp and signature of the Authorised signatory.
7. In case of shares held by companies, trusts, societies, etc. the duly completed Form should be accompanied by a certified copy of the Board Resolution/ Authority and preferably, with the attested specimen signature(s) of the duly Authorised Signatory(ies) giving the requisite authority to the person voting on the Form.
8. Members are requested not to send any document (other than the Resolution/ Authority as mentioned above) along with the completed Form inside the enclosed self-addressed prepaid envelope, as all such envelopes without opening will be sent to the Scrutinizer. Should any extraneous matter be found in any such envelope, the same will not be considered and would be destroyed by the Scrutinizer.
9. There will be only one Form for each Folio/ Client Id. Exercise of vote through postal ballot is not permitted through proxy.
10. Incomplete, improperly or incorrectly tick marked Form will be rejected.
11. In compliance with the provisions of Sections 108 and 110 and other applicable provisions of the Act, read with the Companies (Management and Administration) Rules, 2014 and the Listing Agreement entered into with the Stock Exchanges and SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, the Company is pleased to offer e-voting facility as an option to all the Members of the Company with this postal ballot. The Company has entered into an agreement with CDSL for facilitating e-voting to enable the Members, if they so opt, to cast their votes electronically instead of filling in and dispatching the Form. E-voting is optional. The instructions for e-voting are as follows:
 - (i) The voting period begins on 27-2-2017 at 9 A.M and ends on 28.03.2017 at 5 P.M. During this period, Members holding shares either in physical form or in dematerialized form, as on the cut-off date i.e 17.02.2017 may, if they so opt, cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
 - (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: 15 digits beneficiary ID,
 - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c. 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:

(viii)

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) - Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field. - In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.
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. Please enter the DOB or Dividend Bank Details in order to login, if the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (iv).

- (ix) After entering these details appropriately, click on "SUBMIT" tab.
- (x) 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.
- (xi) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xii) Click on the EVSN and choose Hindustan Organic Chemicals Limited.
- (xiii) 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.
- (xiv) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xv) 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.
- (xvi) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvii) You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
- (xviii) 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.
- (xix) 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 Corporates.
 - 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.
 - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (xx) 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.
- In case a shareholder votes through e-voting and also by postal ballot by filling in the Form, voting through electronic means will be taken on record and voting through postal ballot will be ignored.
 - The Board has appointed Ms. Malati Kumar, Practicing Company Secretary (ACS 15506) Partner, of M/s. S.N. Ananthasubramanian & Co as the Scrutinizer for conducting the postal ballot voting process (including e-voting) in accordance with law in a fair and transparent manner.
 - The Scrutinizer shall, no later than seven working days from the conclusion of the e-voting period, unblock the votes and submit his report on the voting pattern in accordance with the procedure set out in Companies (Management & Administration) Rules, 2014.
 - The resolutions, where assented to by the requisite majority of the Members by means of postal ballot (which shall also include the results of e-Voting), shall be deemed to have been duly passed at a general meeting convened in that behalf on the date of the last date of receipt of postal ballot forms i.e., 28th March, 2017.
 - The Scrutinizer's decision on the validity of a completed Form shall be final.

By Order of the Board of Directors of
Hindustan Organic Chemicals Ltd.

Rasayani
Date: 08.02.2017

Sd/-
Mrs. Susheela S. Kulkarni
Company Secretary



EXPLANATORY STATEMENTS TO RESOLUTIONS PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013 :

Resolution No. 1) Sale 442 acres of HOCL, Rasayani land to BPCL

1) As per the decisions held in the Meeting chaired by CEO, NITI Aayog and communication from Administrative Ministry on 7th November 2016 and it was decided to go for sale of the Company's Rasayani land to Bharat Petroleum Corporation Limited (BPCL) instead of leasing.

Further vide letter of BPCL dtd. 23-01-2017, BPCL & Company nominated committees have agreed for Rs. 1.40 Crore per acre vide MOM dated 29-12-2016 for outright purchase/sale of approx. 442 acres of land subject to other relevant Govt. approvals. Total revenue generated will be Rs. 618.80 crores.

Board of Directors at their Board Meeting held on 08-02-2017 approved (in principle) the proposal of sale of 442 acres of HOCL Land at Rasayani to BPCL at the rate of Rs. 1.40 cr. Per acre as proposed in the agenda subject to receipt of NOCs from the charge holders and such other approvals and approvals from the Government authorities. With regard to the utilisation of the proposed revenue generation of Rs. 618.80 crore (approx.), Board at the same Meeting (on 8-2-2017) approved the general utilisation of funds (subject to change) generated from sale of 442 acres of land to BPCL the details as given hereunder:

Expected Revenue generation and utilization after sale of 442 acres of HOCL Rasayani land to BPCL [approximate as on dues upto 31.3.2017 & subject to variation]

Revenue generation	
Sale proceeds of 442 acres of land to BPCL @ Rs. 1.4 crore per acre	Rs. 618.8 crore
Total Revenue Generation (approximate)	Rs. 618.8 crore
Utilization of Funds (approximate based on the cut of date of 31-03-2017 & subject to variation)	
Payment of salary and statutory dues of employees	Rs. 226.39 crore
VRS and VSS to all direct and in-direct employees of Rasayani	Rs. 215.00 crore
Raw material suppliers dues to BPCL (as BPCL will pay the balance (sale proceeds of Rs. 487.02 only after deducting their dues)	Rs. 132.53 crore
Other Statutory Dues, Excise duty etc.	Rs. 12.23 crore
SBI Corporate loan (balance amount) & Canara Bank Loan	Rs. 18.40 crore
Electricity and water charges	Rs. 11.00 crore
Contractors dues	Rs. 5.25 crore
Total Utilization (approximate and subject to change)	Rs. 618.80 crore

Note: The payment of dues will be generally as per the above pattern and subject to change/ variation depending on the actual liabilities at the time of settlement as well as at the time of signing of the sale documents between HOCL & BPCL (as the case may be).

The Board of Directors recommend passing of Special Resolution as indicated in item no. 1 of this Notice.

None of the Directors and the Company Secretary (KMPs) are concerned or are interested in the Proposed Resolutions except to the extent of Shares held by them in their individual capacity.

Resolution No. : 2 Reg. : HOCL disinvestment of its entire shareholding (i.e. 11060000 Eq. Shares of Rs.10/- each, aggregating 56.43%) in HFL's (subsidiary) Equity.

A Communication dated 27-1-2017 received from the Government of India states that the Cabinet Committee on Economic Affairs (CCEA) at its Meeting held on 27-10-2016 has given in principle approval in respect of HFL as under :

"As recommended by CGD (Core Group of Secretaries on Disinvestment), the Parent Company of Hindustan Fluorocarbon Ltd., to exit the firm completely. The Parent Company to decide on the strategic disinvestment considering the benefits of outright sale vis-à-vis block sale of shares."

Subsequently Inter Ministerial Group (IMG) has been constituted on 27-01-2017. The 1st Meeting of the IMG was held in the Office of Secretary, DCPC on 31-01-2017 and 01-02-2017 in which RFP for Appointment of Transaction Advisor and Legal Advisor was discussed and approved for issue. It was also decided that Asset Valuer is to be appointed by the Company (HOCL).

Accordingly Board of Directors at their Meeting held on 8-2-2017 had approved the proposal of Strategic Disinvestment of its shareholdings of [11060000 Eq. Shares of Rs.10/- each] equity shares aggregating to 56.43 % in HFL subject to such other approvals and approvals from the Government authorities.

The Board of Directors recommend passing of Special Resolution as indicated in item no. 2 of this Notice.

None of the Directors and the Company Secretary (KMPs) are concerned or are interested in the Proposed Resolutions except to the extent of Shares held by them in their individual capacity.

**By Order of the Board of Directors of
Hindustan Organic Chemicals Ltd.**

Sd/-

**Mrs. Susheela S. Kulkarni
Company Secretary**

Rasayani

Date: 08.02.2017

Registered Office :

P.O. : Rasayani, Dist.

Raigad, Maharashtra 410 207



HINDUSTAN ORGANIC CHEMICALS LTD.

(A Government of India Enterprises)

Regd. Office: P.O.: Rasayani, Dist. Raigad 410207.

Website: www.hoclindia.com, CIN: L99999MH1960GOI011895

POSTAL BALLOT FORM

[Voting from 27.2.2017 to 28.3.2017]

Serial No. :

1. Name and address of the sole /first Named shareholder as registered with the Company
2. Name(s) of the joint shareholder(s), if any, registered with the Company
3. Registered folio No. / *DP ID Client ID No. (*Applicable to shareholders holding shares in dematerialized form)
4. No. of equity shares held

I / We hereby exercise my/our vote in respect of Special resolution to be passed through postal ballot in connection with business stated in the postal ballot notice by recording my/our assent or dissent to the said resolutions by placing the (v) in the appropriate box below :

Item No	Description	No. of Shares	(FOR) I/We assent to the resolution	(AGAINST) I / We dissent to the resolution.
1	To consider and to approve the sale of 442 acres of Company's land at Rasayani, Maharashtra to BPCL @ Rs 1.40 Crore per acre as outright purchase/sale subject to internal approvals of the HOCL & BPCL and such other approvals including other relevant Government approvals.			
2	Proposal of Company's disinvestment of its entire equity share holding of equity shares [11060000 Eq. Shares of Rs.10/- each] aggregating 56.43% in Hindustan Fluorocarbons Limited, a subsidiary of the Company			

SIGNATURE OF MEMBER

Notes :

1. Last date for receipt of postal ballot form is 28-03-2017 (5.00 P.M.)
2. Please read the instruction printed overleaf carefully before exercising your vote.

INSTRUCTIONS – Reg.: Postal Ballot / E- Voting

1. GENERAL INFORMATION -

- a) There will be one Post Ballot Form /e-voting for every Client ID No./Folio No. irrespective of the number of joint holders.
- b) Members can opt for only one mode of voting i.e. either by Postal Ballot or thorough by e-voting in case you are opting for voting by Postal Ballot, then please do not cast your vote by e-voting and vice versa. In case Members cast their votes both by Postal Ballot and e-voting, the votes cast through e-voting shall prevail and the votes cast through postal ballot form shall be considered invalid.
- c) Voting rights in the Postal Ballot / e-voting cannot be exercised by a Proxy.

2. PROCESS FOR MEMBERS OPTING FOR VOTING BY POSTAL BALLOT :

- a) Members desiring to cast their vote by Postal Ballot should complete and sign this Postal Ballot and send it to THE SCRUTINIZER, Bigshare Services Pvt. Ltd. **Unit : HINDUSTAN ORGANIC CHEMICALS LIMITED**, E-2/3 Ansa Industrial Estate, Saki Vihar, Saki Naka, Andheri (E), Mumbai – 400072, in the enclosed postage prepaid self-addressed envelope.
- b) In case of joint holding, this Postal Ballot Form should be completed and signed by the first Member and in his absence by the next named Member.
- c) In respect of shares held by corporate and institutional shareholders (companies, trusts, societies etc.), the completed Postal Ballot should be accompanied by a certified copy of the relevant board resolution/appropriate authorization, with the specimen signatures(s) of the authorized signatory(ies) duly attested.
- d) The signature of the Member on this Postal Ballot Form should be as per the specimen signature furnished by National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited (CDSL) or as registered with the Company, in respect of shares held in dematerialized form or in physical form, respectively.
- e) The consent must be accorded by recording the assent in the column 'FOR' or dissent in the column 'AGAINST' by placing a tick mark () in the appropriate column in the postal ballot form. The assent or dissent received in any other form shall not be considered valid.
- f) Duly completed Postal Ballot Form should reach the Scrutinizer not later than the close of working hours i.e. at 5.00 p.m. on 28-03-2017. Postal Ballot Forms received after this date will be considered invalid and as if the reply from such member has not been received.
- g) Postal Ballot Form which is incomplete or unsigned or defective in any manner is liable to be rejected. The Scrutinizer's decision in this regard shall be final and binding.
- h) Member(s) is / are requested not to send any other paper along with the Post Ballot Form. They are also requested not to write anything in the postal ballot form except giving their assent / dissent and putting signature. If any other paper is sent, the same will be destroyed by the Scrutinizer.