

INDIA GLYCOLS LIMITED

Plot No. 2-B, Sector- 126, NOIDA- 201304, Distt. Gautam Budh Nagar, Uttar Pradesh, Tel : +91 120 3090100, 3090200,
Fax : +91 120 3090111, 3090211, E-mail : iglho@indiaglycols.com, Website : www.indiaglycols.com

06.02.2013

Fax No.022-26598237/38

REF: HO/SE/SEC/04

National Stock Exchange of India Ltd.
Exchange Plaza,
Bandra - Kurla Complex,
Bandra (E), Mumbai-400 051.

Dear Sir,

Sub: Intimation for conducting the Postal Ballot

This is to inform you that Board of Directors at its meeting held on 06.02.2013 has approved the resolutions in respect of the following matters and proposed to be passed as Ordinary Resolution as the case may be by way of Postal Ballot:

- Authorisation to create charge/mortgage on the assets of the Company pursuant to Section 293(1)(a) of the Companies Act, 1956

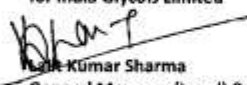
The Company seeks the shareholders' consent for the proposals contained in the resolution in respect of the matters referred above. The said Ordinary Resolution and the Explanatory Statement will be sent to you alongwith a Postal Ballot Form (the "Form") for your consideration when the same will be dispatched to the Shareholders. The Company has appointed Mr. Ashish Saxena, FCS, Practicing Company Secretary as the Scrutinizer for conducting the Postal Ballot process in a fair and transparent manner.

The Copy of the Resolution containing the time frame for the postal ballot process is enclosed.

This is for your information and records.

Thanking you,

Yours faithfully,
for India Glycols Limited


Rajat Kumar Sharma

General Manager (Legal) & Company Secretary

INDIA GLYCOLS LIMITED

Plot No. 2-B, Sector- 126, NOIDA- 201304, Distt. Gautam Budh Nagar, Uttar Pradesh, Tel : +91 120 3090100, 3090200,
Fax : +91 120 3090111, 3090211, E-mail : iglho@indiaglycols.com, Website : www.indiaglycols.com

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF
DIRECTOR OF INDIA GLYCOLS LIMITED HELD ON 6TH FEBRUARY, 2013 AT PLOT NO. 2- B,
SECTOR -126, NOIDA, DIST. GAUTAM BUDH NAGAR, UTTAR PRADESH AT 3.00 P.M.**

PASSING OF RESOLUTION BY POSTAL BALLOT AND APPOINTMENT OF SCRUTINIZER

"RESOLVED THAT, pursuant to Section 192A and other applicable provisions, if any, of the Companies Act, 1956, and the Rules issued thereunder, approval of the Board be and is hereby accorded to conduct a Postal Ballot to seek the approval of the Members of the Company by Ordinary Resolution for the matters as set out in the notice for the Postal Ballot."

"RESOLVED FURTHER THAT the following calendar of events for implementing the proposal be and is hereby approved:

TIME-FRAME		
Srl. No.	Particulars	Date
1.	Draft the following: (a) Notice U/s. 192(A) (b) Draft Resolution (c) Explanatory Statement (d) Postal Ballot Form	04/02/2013
2.	Obtain consent of the Scrutinizer	04/02/2013
3.	Hold the Board Meeting to do the following and announce to Stock Exchange: i. Approve the documents drafted as in (1) above. ii. Appoint the Scrutinizer iii. Pass a Resolution nominating Chairman and Managing Director and the Company Secretary for being responsible to complete the "Postal Ballot" process. iv. Approve the calendar of events.	06/02/2013
4.	A copy of the Board Resolution alongwith the Calendar of events to be forwarded to the Registrar of Companies within one week of the Board Meeting.	12/02/2013
5.	Print Notice, Postal ballot forms and arrange for self-addressed envelopes (bearing the name and address of the Scrutinizer), address slips, etc.	23/02/2013
6.	Complete dispatch of Notices (names of Shareholders to be ascertained on a date as close as possible to the dispatch date.)	26/02/2013
7.	Release an advertisement in newspapers giving the date of completion of dispatch of the Notice and the last date for receipt of postal ballot forms from the shareholders (thirty days from the last date of dispatch).	04/03/2013
8.	Last date for receipt of postal ballot forms.	28/03/2013

INDIA GLYCOLS LIMITED

Plot No. 2-B, Sector- 126, NOIDA- 201304, Distt. Gautam Budh Nagar, Uttar Pradesh, Tel : +91 120 3090100, 3090200,
Fax : +91 120 3090111, 3090211, E-mail : lgih@indiaglycols.com, Website : www.indiaglycols.com

9.	To keep safe custody of all postal ballot forms in closed envelopes and put the receipt stamp on envelopes as and when these are received till the date for receiving the postal ballot forms.	30/03/2013
10.	Scrutiny of Postal ballot Forms received, Preparation of Scrutinizer's Report and submission of the same to the Chairman by the Scrutinizer.	04/04/2013
11.	Declaration of result.	05/04/2013
12.	Result to be displayed on Notice Board and released to the Press.	06/04/2013
13.	File the Resolution with Registrar of Companies.	26/04/2013
14.	Last date for signing the Minutes.	26/04/2013
15.	Handover of Ballot papers and other related papers by the Scrutinizer to the Company.	30/04/2013

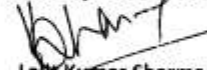
"RESOLVED FURTHER THAT Shri Ashish Saxena, Practicing Company Secretary, who has given his consent to act as a Scrutinizer, be and is hereby appointed as Scrutinizer for a period not exceeding 120 days from the date of appointment to conduct the Postal Ballot of the Company at a remuneration and out of pocket expenses as may be determined by Shri U.S. Bhartia, Chairman and Managing Director or Shri Rakesh Bhartia, Chief Executive Officer, excluding incidental expenses which would be reimbursed by the Company"

"RESOLVED FURTHER THAT Shri U.S. Bhartia, Chairman and Managing Director and Shri Lalit Kumar Sharma, Company Secretary, be made responsible for the entire Postal Ballot process and severally authorized to do all things and to take all incidental and necessary steps including sending of the Notice to all the Members and filing of this Resolution with the Registrar of Companies, to conduct the said Postal Ballot process for and on behalf of the Company and to settle all questions of difficulties that may arise in the course of implementing this Resolution."

"RESOLVED FURTHER THAT Notice be given to every Member of the Company and the voting rights of such Members be reckoned as on the cut-off date which shall be 15/02/2013.

"RESOLVED FURTHER THAT that the last date for dispatch of Notice shall be 26.02.2013, the last date for receipt of postal ballot forms shall be 28.03.2013 and the date of declaration of result of Postal Ballot shall be 05.04.2013."

for India Glycols Limited


Lalit Kumar Sharma
Company Secretary