

NO/BS/316/PB/2015

29.07.2015

The Listing Department,
National Stock Exchange of India Ltd
Exchange Plaza
Bandra Kurla Complex
MUMBAI 400051

Symbol & Series: MMTC /EQ
(Fax No: 022-26598237/ 8238/8347/8348)

Department of Corporate Services
Bombay Stock Exchange Limited
Phiroze Jeejeebhoy Towers
Dalal Street
MUMBAI 400 001

Company Scrip Code:513377

(Fax No:022-22723121/ 22722037 / 22722039)

Dear Sir,

Sub: Intimation of Postal Ballot Process

This is to inform you that pursuant to Section 110 of Companies Act 2013 read together with the Companies (Management and Administration) Rules, 2014, the Board of Directors in circulation has approved on 29.07.2015 postal ballot process seeking consent of Shareholders for following :

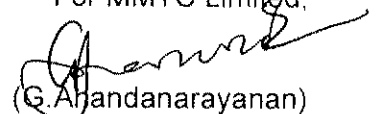
- (a) To extend Short term Credit Facility to M/s Neelachal Ispat Nigam Ltd (NINL) as working capital assistance/ trade finance/ debt repayment obligation for its day to day operational activities up to Rs. 750 Cr. with an additional amount of Rs.50 Crores for meeting any exigencies arising towards procurement of essential raw materials, etc. at any point of time including such short term loan extended so far to NINL. This is apart from a one time facility of Rs.130 crores for repayment of term loan till alternate funding from the FIs/Banks is arranged by NINL.
- (b) Issuance/Re-issuance of Corporate Guarantees within the overall ceiling of Rs.1471.70 crores to Corporates/Promoters apart from Banks/FIs for securing the borrowings of M/s NINL.

We would further like to inform you that the Board of Directors have also fixed **31.07.2015 as CUT OFF DATE** for determining the eligibility of the shareholders to vote through Postal Ballot including E-voting for the above purpose. A copy of Calendar of Events approved by the Board is enclosed.

A copy of the notice of postal ballot shall be sent in due course.

Thanking you,

Yours faithfully,
For MMTC Limited,


(G. Arandanarayanan)

Assistant Company Secretary

“हिन्दी में लिखे पत्रों का स्वागत है”

Encl: As above
कोर-1, “स्कोप कॉम्प्लेक्स”, 7 इंस्टीट्यूशनल एरिया, लोधी रोड, नई दिल्ली-110 003 भारत
Core-1, “SCOPE COMPLEX”, 7 Institutional Area, Lodhi Road, New Delhi-110 003 INDIA

दूरभाष / Tel. : 011- 24362200

E-mail : mmtc@mmtclimited.com Website : www.mmtclimited.gov.in

PAN No. : AAACM1433E

CIN : L51909DL1963GO1004033

TIME FRAME – POSTAL BALLOT

Sl No	Particulars	Date
1.	Draft the following (a) Notice u/s 110 of CA 2013;(b) Draft Resolutions (c) Explanatory statement	By 20.07.2015
2.	Obtain consent of the Scrutinizer (by)	20.07.2015
3.	Hold the Board Meeting/ seek approval in circulation to do the following and announce to Stock Exchanges. (i) Approve the documents drafted as in (1) above. (ii) Appoint the Scrutinizer and approval of his fees. (iii) Pass a Resolution nominating Whole-time Director and the Company Secretary for being responsible to complete the 'Postal Ballot' process;(iv) Approve the calendar of events. (v) Fix the Cut of date. (31/07/2015) (vi) Appointment of agency for E-voting platform.	By 29/07/2015
4.	Intimate the Stock exchanges and Depositories regarding the Postal Ballot matter and cut off date Intimate RTA regarding the cut off date i.e. 31.07.2015	By 29.07.2015
5.	Print Notice, postal ballot forms and arrange for self-addressed envelopes (bearing the name and address of the Scrutinizer), address slips, etc.	By 31.07.2015
6.	Complete despatch of Notices (names of shareholders to be ascertained on a date as close as possible to the dispatch date).	04.08.2015
7.	Release an advertisement in newspapers giving the date of completion of despatch of the Notice and the last date for receipt of postal ballot forms from the shareholders (thirty days from the last date of despatch).	By 05.08.2015
8.	Post Notice on website to remain till last date for receipt of Postal Ballot Papers.	By 05/08/2015
9.	Open E-voting	06.08.2015 to 05.09.2015
10.	Last date for receipt of postal ballot forms by Scrutinizer	05.09.2015
11.	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 last date for receiving the post ballot forms.	05.09.2015
12.	Preparation of Scrutinizer's Report and submission of the same to the Chairman by the Scrutinizer	08.09.2015
13.	Declaration of result by the Chairman and post on website	09.09.2015
14.	Intimation to the Stock Exchanges	09.09.2015
15.	Scrutinizer to return all documents and records to the company	09.09.2015
16.	Filing of Special Resolution with Registrar of Companies.	Before 08.10.2015
17.	Last date for signing the Minutes	By 08.10.2015

