STAR PAPER MILLS LIMITED
SAHARANPUR - 247 001 (U.P.) INDIA
CIN No. :- L21011WB1936PLC008726
Phones : +91 132 6714101 to 6714105, FAX : +91 132 2714121
E-mail : star.sre@starpapers.com, Web : www.starpapers.com

DUNCAN GOENKA

C/SA/SE/235

12th March, 2019

To,

(1)The National Stock Exchange of India Ltd.
Exchange Plaza, Bandra Kurla Complex
Bandra(E)
Mumbai-400051.

Symbol: 'STAR PAPER'

(2) The BSE Ltd.
Phiroze Jeejebhoy Towers
Dalal Street
Mumbai-400001.

Scrip code: '516022'

Sir,

Sub: Postal Ballot Notice

Pursuant to Regulation 30 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing herewith a copy of the Postal Ballot Notice and the Postal Ballot Form as sent to the shareholders of the company.

The aforesaid Postal Ballot Notice, inter-alia, is in connection with the proposal to obtain Shareholders' approval for continuation of directorships of three (3) Non-executive Independent Directors of the company. The above referred documents are also uploaded on website of the company.

This is for your information and record.

Kindly acknowledge the receipt.

Thanking you

Yours faithfully,
For Star Paper Mills Limited

Saurabh Arora
(Company Secretary)

encl: a/a

Scanned by CamScanner

STAR PAPER MILLS LIMITED

CIN-L21011WB1936PLC008726
Registered Office: Duncan House, 2nd Floor, 31 Netaji Subhas Road, Kolkata – 700 001.
Ph: (033) 22427380-83, Fax:(033)22427383, email star.cal@ starpapers.com web: starpapers.com

POSTAL BALLOT NOTICE

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

NOTICE is hereby given to the Members pursuant to Section 110 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Management & Administration) Rules, 2014, including any amendment (s), statutory modification(s) and/or re-enactment thereof for the time being in force that the resolutions appended below, are proposed for the approval of the Members of the company to be passed as Special Resolutions through Postal Ballot including electronic voting.

Item No. -1 Continuation of directorship of Mr. Shiromani Sharma (DIN00014619)

To consider and, if thought fit, to pass as a **Special Resolution,** the following:

"RESOLVED THAT pursuant to Regulation 17(1A) of the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015, other applicable provisions, if any, of the Companies Act, 2013 and the applicable Rules made thereunder, including any amendment(s), statutory modification(s) and/or re-enactment thereof for the time being in force, approval of the members of the company be and is hereby granted to Mr. Shiromani Sharma (DIN00014619) who has attained the age of seventy five (75) years to continue to be a Non-executive Independent Director of the company upto 27th Sept., 2019, being the date of expiry of his current term of office."

"RESOLVED FURTHER THAT the Board of Directors of the company or any other Key Managerial Personnel of the company for the time being are hereby severally authorized to do all acts, deeds, matter or things and take such steps as may be necessary, expedite or desirable in this regard."

Item No.-2. Continuation of directorship of Mr. Chander Mohan Vasudev (DIN 00143885)

To consider and, if thought fit, to pass as a **Special Resolution,** the following:

"RESOLVED THAT pursuant to Regulation 17(1A) of the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015, other applicable provisions, if any, of the Companies Act, 2013 and the applicable Rules made thereunder, including any amendment(s), statutory modification(s) and/or re-enactment thereof for the time being in force, approval of the members of the company be and is hereby granted to. Mr. Chander Mohan Vasudev (DIN 00143885) who has attained the age of seventy five (75) years to continue to be Non-executive Independent Director of the company upto 27th Sept., 2019, being the date of expiry of his current term of office."

"RESOLVED FURTHER THAT the Board of Directors of the company or any other Key Managerial Personnel of the company for the time being are hereby severally authorized to do all acts, deeds, matter or things and take such steps as may be necessary, expedite or desirable in this regard."

Item No. -3. Continuation of directorship of Mr. Michael Philip Pinto (DIN 00021565)

To consider and, if thought fit, to pass as a **Special Resolution,** the following:

"RESOLVED THAT pursuant to Regulation 17(1A) of the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015, other applicable provisions, if any, of the Companies Act, 2013 and the applicable Rules made thereunder, including any amendment(s), statutory modification(s) and/or re-enactment thereof for the time being in force, approval of the members of the company be and is hereby granted to. Mr. Michael Philip Pinto (DIN 00021565) who has attained the age of seventy five (75) years to continue to be Non-executive Independent Director of the company upto 27th Sept., 2019, being the date of expiry of his current term of office."

"RESOLVED FURTHER THAT the Board of Directors of the company or any other Key Managerial Personnel of the company for the time being are hereby severally authorized to do all acts, deeds, matter or things and take such steps as may be necessary, expedite or desirable in this regard."

By order of the Board of Directors

New Delhi
8th Feb., 2019
Registered Office:
Duncan House, 2nd Floor
31 Netaji Subhas Road
Kolkata – 700 001
CIN:L21011WB1936PLC008726

SAURABH ARORA
Company Secretary

NOTES:

1. The relative statement pursuant to Section 102(1) of the Companies Act, 2013(hereinafter referred to as 'Act') read with Section 110 of the Act and Rule 22 of the Companies (Management & Administration) Rules, 2014, setting out material facts concerning the Special Resolutions as set out in the Notice are annexed hereto and forms part of this Notice.

2. Mr. Debabrata Dutt, practicing company secretary (Membership no. FCS-5401) proprietor of M/s D. Dutt & Co., Company Secretaries has been appointed as the Scrutinizer for conducting the postal ballot process in a fair and transparent manner.

3. Postal Ballot Notice is being sent to the Members whose names appear in the Register of Members/List of Beneficial Owners as on Friday, 8th March, 2019. Electronic copy of the said Notice and Postal Ballot Form is being sent to all the Members whose email IDs are registered with their respective Depository Participants (DPs) (in case of electronic shareholding) and with the Company or its Registrar and Transfer Agent (in case of physical shareholding). Those Members who have not registered their email address, physical copy of the said Postal Ballot Notice and Postal Ballot Form is being sent through permitted mode along with a self-addressed pre-paid postage Business Reply Envelope.

4. Members whose names appear in the Register of Members/List of Beneficial Owners as on Friday, 8th March, 2019, being the cut-off date, will be considered for the purpose of voting including through e-voting. A person who is not a Member on the said date should treat this notice for information purpose only.

5.In compliance with the provisions of Section 108 of the Act, Rule 20 of the Companies (Management and Administration) Rules, 2014, and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as "the Listing Regulations"), the Company has provided the facility to its Members to exercise their votes electronically and to vote on the resolution(s) through remote e-voting service facility arranged by the Company's Registrar and Transfer Agent, Karvy Fintech Private Limited ("Karvy").

6. The remote e-voting period will commence on **Wednesday March 13, 2019** (9.00 a.m.) and end on **Thursday April 11, 2019** (5.00 p.m.) (both the days inclusive). During this period, Members holding shares as on cut-off date either in physical form or in dematerialised form may cast their votes electronically. The e-voting module shall be disabled by Karvy thereafter. Please note that once the vote on a resolution has been cast, the Member cannot change it subsequently.

7. A Member need not use all his/her/its votes nor does he/she/it need to cast all his/her/its votes in the same manner. The Scrutiniser's decision on the validity or otherwise of the postal ballot will be final.

8. Member can opt for only one mode of voting i.e., either through Postal Ballot Form or remote e-voting. If a Member opt for remote e-voting, then he/she/it should not vote through Postal Ballot Form and vice versa. In case a Member cast his/her/its vote both through Postal Ballot Form and remote e-voting, then voting done through remote e-voting only shall prevail and voting done by Postal Ballot Form will be treated as invalid.

9. In case a Member is desirous of obtaining postal ballot in printed form or a duplicate thereof, the Member may write to Karvy Fintech Private Limited, Unit: Star Paper Mills Limited, Karvy Selenium Tower B, Plot Nos. 31-32, Gachibowli, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad - 500 032. Alternatively, he/she/it can send an e-mail to einward.ris@karvy.com.

10. All documents referred to in the Notice and the Statement annexed thereto are open for inspection at the Company's Registered Office on all working days, except Saturdays, between 2.00 p.m. and 4.00 p.m. up to the date of declaration of results of the Postal Ballot.

11. The Postal Ballot Notice is being uploaded on the website of the Company viz., www.starpapers.com.

12. The Special Resolutions, if passed by the requisite majority, shall be deemed to have been passed on **Thursday April 11, 2019** i.e., the last date specified for receipt of duly completed postal ballot forms or remote e-voting. Special Resolutions passed by Members with requisite majority through postal ballot shall be deemed to have been passed at a general meeting of Members convened on that behalf.

13. **Instructions for voting:**

A.Voting through Physical Postal Ballot Form

i. A Member desirous of exercising vote by Postal Ballot shall complete the enclosed Postal Ballot Form by marking his/her/its assent (for) or dissent (against) in respect of the Special Resolutions and send it to the Scrutiniser in the enclosed self-addressed pre-paid postage Business Reply Envelope. Postage charges will be borne and paid by the Company. Alternatively, in case a Member sends the Postal Ballot Form by courier or registered post or delivers it in person at his expense, such Postal Ballot Form will also be accepted.

ii. The Postal Ballot Form, duly completed and signed by the Member should be returned in the enclosed self-addressed pre-paid postage Business Reply Envelope directly to the Scrutiniser so as to reach the Scrutiniser not later than **Thursday, April 11, 2019.** Any Postal Ballot Form received after the said date shall be treated as if the reply from the Member has not been received.

B. Voting through remote e-voting

For Members who receive Postal Ballot Notice through email

i. Initial password is provided in the body of the email.

ii. Launch internet browser by typing the URL: https://evoting.karvy.com

iii. Enter the login credentials i.e., User ID and password mentioned in your email. Your Folio No./DP ID Client ID will be your User ID. However, if you are already registered with Karvy for e-voting, you can use your existing User ID and Password for casting your votes. If required, please visit https://evoting.karvy.com or contact toll free number 1800- 3454-001 for your existing password.

iv. After entering the details appropriately, click on LOGIN.

v. You will now reach password change Menu wherein you are required to mandatorily change your password. The new password shall comprise minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric (0-9) and a special character (@,#,$,etc.). The system will prompt you to change your password and update your contact details like mobile number, email address, etc. on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.

vi. You need to login again with the new credentials.

vii. On successful login, the system will prompt you to select the EVOTING EVENT for STAR PAPER MILLS LIMITED.

viii. On the voting page, the number of shares (which represents the number of votes) held by you as on the cut-off date will appear. If you desire to cast all the votes assenting/dissenting to the resolution then enter all shares and click 'FOR'/'AGAINST' as the case may be or partially in 'FOR' and partially in 'AGAINST', but the total number in 'FOR' and/ or 'AGAINST' taken together should not exceed your total shareholding as on the cut-off date. You may also choose the option 'ABSTAIN' and the shares held will not be counted under either head.

ix. Members holding multiple folios/demat accounts shall choose the voting process separately for each folio/demat accounts.

x. You may cast your votes by selecting an appropriate option and click on 'SUBMIT'.

xi. A confirmation box will be displayed. Click 'OK' to confirm else 'CANCEL' to modify. Once you confirm your vote on the Resolution, you will not be allowed to modify your vote subsequently. During the voting period, you can login multiple times till you have confirmed that you have voted on the Resolution.

xii. Corporate/institutional members (i.e. other than individuals, HUF, NRI, etc.) are required to send scanned image (PDF/JPG format) of certified true copy of relevant board resolution/authority letter etc. together with attested specimen signature of the duly authorised signatory(ies) who is/are authorised to vote, to the Scrutiniser through email at debabrata@ddc.org.in and may also upload the same in the e-voting module in their login. The scanned image of the above documents should be in the naming format 'Corporate Name_EVENT No.'

B. For Members who receive Postal Ballot Notice by post/courier

i) Initial password, provided as below, at the bottom of the Postal Ballot Form is to be used to exercise your vote in respect of the proposed resolutions.

EVEN (E-Voting Event Number)	USER ID	PASSWORD

ii) Please follow all steps from Sr. No. (ii) to Sr. No. (xii) as above, to cast your vote by electronic means.

14. In case of any queries/grievances pertaining to e-voting, you may refer the Frequently Asked Questions (FAQs) for Members and e-voting User Manual available at the 'download' section of https://evoting.karvy.com or call Karvy on 1800 -3454-001 (toll free).

15. Members may alternatively cast their votes using the postal ballot form available on the Company's website i.e., www.starpaper.com and also on the website of Karvy at https://evoting.karvy.com. Please refer instructions provided in the Postal Ballot Form.

16. The Scrutiniser will submit her report to the Chairman of the Company after completion of the scrutiny and the results of the voting by Postal Ballot Form/e-voting will be declared by the Chairman or, in his absence, by a Person Authorised by him on or before **Saturday, April 13, 2019**, **5.00 p.m,** at the Registered Office of the Company. The said results will also be intimated to the stock exchanges and uploaded on the Company's website.

Statement setting out material facts to be annexed to the Postal Ballot Notice

(Pursuant to Section 102(1) of the Companies Act, 2013)

Item No. 1-3

The members of the company at the 75th Annual General Meeting (AGM) of the company held on 27th Sept., 2014 had appointed Mr. Shiromani Sharma, Mr. Chander Mohan Vasudev and Michael Philip Pinto for a term of five (5) consecutive years commencing from 27th Sept. 2014 and expiring on 27th Sept., 2019.

As the members are aware, pursuant to Regulation 17(1A) of the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015 (hereinafter referred to as 'Listing Regulations') effective from 1st April, 2019, no listed entity shall appoint a person or continue the directorship of any person as a non-executive director who has attained the age of seventy five years unless a special resolution is passed to that effect and the explanatory statement annexed to the notice proposing such appointment or continuation specifies the justification for such appointment or continuation as the case may be.

Mr. Shiromani Sharma, Mr. Chander Mohan Vasudev and Michael Philip Pinto have already attained the age of seventy five (75) years. Pursuant to Regulation 17(1A) of 'Listing Regulations', Special Resolutions for continuation of their directorship with effect from 1st April, 2019 upto 27th Sept., 2019, being the date of expiry of their current term of office, are required to be passed.

The Board of Directors at their meeting held on 8th Feb., 2019 has unanimously decided the continuation of directorships of Mr. Shiromani Sharma, Mr. Chander Mohan Vasudev and Michael Philip Pinto with effect from 1st April, 2019 to 27th Sept., 2019.

Profile and justification for continuation of the directorship of each of the aforesaid directors are as under:

i) Mr. Shiromani Sharma:

Mr. Shiromani Sharma is a retired officer of the Indian Administrative Service (IAS). Prior to his retirement, he was the Chief Secretary to the Government of Uttar Pradesh. Mr. Sharma is also on the Board of LML Ltd.

Mr. Sharma is an active member of the Board and sub-committees of the Board of which he is a member/Chairperson. He beings independent judgment on the Board and his long & continued association and knowledge about company's business and operations will be of immense value to the company. Mr. Sharma is physically healthy and fit.

Details of Mr. Sharma's attendance at the Board, sub-committes of the Board and AGM held during the last 3 financial years are given below:

Financial year	Board meeting	Audit Committee meeting	Stakeholders' Relationship Committee meeting	Nomination and Remuneration Committee meeting	Independent Directors' meeting	AGM
2018-19 (upto and including date of this notice)	4 out of 4	4 out of 4	4 out of 4	1 out of 1	Yes	Yes
2017-18	4 out of 4	4 out of 4	4 out of 4	2 out of 2	Yes	Yes
2016-17	5 out of 5	4 out of 4	4 out of 4	1 out of 1	Yes	Yes

ii) Mr. Chander Mohan Vasudev:

Mr. C.M Vasudev is a retired I.A.S officer. He holds a Master's Degree in Economics and Physics. Mr. Vasudev has worked as an Executive Director of World Bank representing India, Bangladesh, Sri Lanka and Bhutan. Mr. Vasudev has also worked as Secretary, Ministry of Finance. He has worked as a Government nominee Director on the Boards of many companies in the financial sector including State Bank of India, IDBI, ICICI, IDFC, NABARD, National Housing Bank. He has served the Board of HDFC Bank Ltd (Chairman), Noida Power Co Ltd., ICRA Management Consulting Services Ltd. NSDL Ltd. etc.

Mr. Vasudev has extensive knowledge in finance sector. He has been advising and providing valuable suggestions to the management. Mr. Vasudev is an active member of the Board and sub-committees of the Board of which he is a member/Chairperson. He beings independent judgment on the Board and his long & continued association and knowledge about company's business and operations will be of immense value to the company. Mr. Vasudev is physically fit and healthy.

Details of Mr. Vasudev's attendance at the Board, sub-committees of the Board and AGM held during the last 3 financial years are given below:

Financial year	Board meeting	Audit Committee meeting	Nomination and Remuneration Committee meeting	Independent Directors' meeting	AGM
2018-19 (upto and including date of this notice)	3 out of 4	3 out of 4	1 out of 1	Yes	No
2017-18	3 out of 4	3 out of 4	2 out of 2	Yes	No
2016-17	5 out of 5	4 out of 4	1 out of 1	Yes	Yes

iii) Mr. Michael Philip Pinto:

Mr. Pinto holds Master degree both in Arts and Public Administration (USA). Mr. Pinto has vast experience of over 40 years in Management & Administration. Mr. Pinto has served the company earlier as IDBI nominee director. He has served the Board of leading corporate houses like IL&FS Ltd., Gateway Distriparks Ltd., Snowman logistics Ltd., Essar Shipping Ltd. Currently, he is on the Board of Ashoka Buildcon Ltd., Tolani Shipping Ltd., Principal Trustee Co. Pvt Ltd. etc.

Mr. Pinto is an active member of the Board and sub-committees of the Board of which he is a member. He beings independent judgment on the Board and his long & continued association and knowledge about company's business and operations will be of immense value to the company. Mr. Pinto is physically fit and healthy.

Details of Mr. Pinto's attendance at the Board, sub-committes of the Board and AGM held during the last 3 financial years are given below:

Financial year	Board meeting	Nomination and Remuneration Committee meeting	Independent Directors' meeting	AGM
2018-19 (upto and including date of this notice)	4 out of 4	1 out of 1	Yes	Yes
2017-18	4 out of 4	2 out of 2	Yes	Yes
2016-17	4 out of 5	1 out of 1	Yes	Yes

The Board commends passing of Special Resolutions as stated at item nos. 1-3 of the Notice for continuation of directorships of Mr. Shiromani Sharma, Mr. Chander Mohan Vasudev and Michael Philip Pinto from 1st April, 2019.

Except for the respective directors being interested in continuation of their office as Non-executive Independent Directors, none of other directors or KMP of the company or their

relatives, in any way, concerned or interested financially or otherwise in the special resolutions set out at Item no. 1 to 3 of the Notice.

Additional information in respect of above directors pursuant to SEBI Listing Regulations, 2015 and Secretarial Standard on General meetings

Name	**Mr. Shiromani Sharma (DIN:00014619)**	**Mr. Chander Mohan Vasudev (DIN:00143885)**	**Mr. Michael Philip Pinto (DIN:00021565)**
Date of Birth	5th July 1933	5th April 1943	27th May, 1943
Date of first appointment	29th June 1993	22nd June, 2009	29th Jan., 2010
Date of last appointment	27th Sept., 2014-as a non-executive Independent director for a period of consecutive five years	27th Sept., 2014-as a non-executive Independent director for a period of consecutive five years	27th Sept., 2014-as a non-executive Independent director for a period of consecutive five years
Qualifications	M. Sc., I.A.S	M.A (Eco.) & Physics., I.A.S	M.A, M.P.A (USA).
Expertise in specific functional area	General Business Management	Finance & Management	Finance & Management
Directorship in other listed companies	LML Ltd.	Nil	Ashoka Buildcon Ltd.
Chairmanship/Membership of committees* of other companies (includes only Audit Committee and Stakeholders' Relationship Committee)	Audit Committee: LML Ltd. Stakeholders' Relationship Committee : LML Ltd.	Nil	Audit Committee: Ashoka Buildcon Ltd. Stakeholders' Relationship Committee : Ashoka Buildcon Ltd.
Shares held in Star Paper Mills Ltd.	Nil	Nil	Nil
Remuneration last drawn FY 2017-18	Rs. 3.00 lacs as sitting fees	Rs. 1.80 lacs as sitting fees	Rs. 1.60 lacs as sitting fees
Remuneration sought to be paid	Sitting fees and commission, if any.		
Terms and conditions of appointment	As per the letter of appointment.		

STAR PAPER MILLS LIMITED

CIN: L21011WB1936PLC008726
Registered Office: Duncan House, 2nd Floor, 31 Netaji Subhas Road, Kolkata – 700 001.
Phone: (033) 22427380-83, Fax: (033) 22427383, Email: star.cal@ starpapers.com Web: starpapers.com

POSTAL BALLOT FORM

Name(s) of Member(s) including joint holders, if any (in block letters) :

Registered Address of the sole/first named Member :

Register Folio No./DP ID -Client ID No.* (*Applicable to Members holding shares in dematerialised form) :

Number of shares held (As on March 8, 2019 being the "cut-off date") :

I/We hereby exercise my/our vote in respect of the Special Resolutions proposed to be passed through postal ballot for the business stated in the Postal Ballot Notice dated 8th Feb., 2019 by conveying my/our assent or dissent to the said resolutions by placing the tick (√) mark at the appropriate box below:

Resolution No.	**Description**	**No. of shares**	**I/We assent to the special resolution (FOR)**	**I/We dissent to the special resolution (AGAINST)**
1	Continuation of directorship of Mr. Shiromani Sharma (DIN00014619) who has attained the age of seventy five (75) years, as a Non-executive Independent Director of the company upto 27th Sept., 2019, being the date of expiry of his current term of office.			
2	Continuation of directorship of Mr. Chander Mohan Vasudev (DIN 00143885) who has attained the age of seventy five (75) years, as a Non-executive Independent Director of the company upto 27th Sept., 2019, being the date of expiry of his current term of office.			
3	Continuation of directorship of Mr. Michael Philip Pinto (DIN 00021565)who has attained the age of seventy five (75) years, as a Non-executive Independent Director of the company upto 27th Sept., 2019, being the date of expiry of his current term of office.			

Note: Please read carefully the instructions printed overleaf before exercising your vote.

Place:
Date:

……
(Signature of the Member)

ELECTRONIC VOTING PARTICULARS

EVEN (E-Voting Event Number)	**USER ID**	**Password / PIN**
4492		

Instructions for filling the Postal Ballot Form:

1. A Member desiring to exercise his/her/its vote by Postal Ballot shall complete this Postal Ballot Form and send it to the Scrutiniser, Mr. Debabrata Dutt, practicing company secretary (Membership no. FCS-5401) proprietor of M/s. D. Dutt & Co., Company Secretaries, in the attached self-addressed pre-paid postage Business Reply Envelope. Further, envelopes containing the Postal Ballot Form(s), if deposited in person or sent by courier or registered/speed post at the expense of the Member will also be accepted by the Scrutiniser.

2. The prepaid envelope bears the name and address of the scrutiniser appointed for the purpose of conducting the postal ballot process and also to scrutinise the e-voting process in a fair and transparent manner.

3. This Form should be completed and signed by a Member as per the specimen signature registered with RTA/Depository Participant. In case of joint holding, this Form should be completed and signed by the first named Member and in his/her absence, by the next named Member.

4. Duly completed Postal Ballot Form should reach the Scrutiniser **on or before Thursday, April 11, 2019.** All Postal Ballot Forms received after this date will be treated as if reply from the Member has not been received.

5. There will be only one Postal Ballot Form for every Folio/DP ID-Client ID irrespective of the number of joint holder(s).

6. In case the shares of the Company are held by companies, trusts, societies, etc., the duly completed and signed Postal Ballot Form should be accompanied by a certified true copy of the power of attorney/the board resolution/authority letter attested by authorised signatory(ies).

7. Members are requested not to send any other documents along with the Postal Ballot Form in the self-addressed pre-paid postage Business Reply Envelope, as all such envelopes will be sent to the Scrutiniser and any extraneous documents found in such envelope would be destroyed by the Scrutiniser and the Company would not be obligated to acknowledge or act upon the same.

8. A Member need not use all the votes or cast all the votes in the same way. The voting rights of the Members shall be in proportion to their shares in the total paid-up equity share capital of the Company as on **Friday, March 8, 2019.**

9. Members are requested to fill in the Postal Ballot Form in indelible ink and not in any erasable writing mode. Incomplete, unsigned or incorrect Postal Ballot Forms will be rejected. The Scrutiniser's decision on the validity of a Postal Ballot will be final and binding.

10. The Company is also offering e-Voting facility as an alternate, for all its Members to enable them to cast their votes electronically instead of using the Postal Ballot Form. The detailed procedure for e-Voting has been given in the Postal Ballot Notice.

11. The result of the Postal Ballot shall be declared on or before **Saturday, April 13, 2019**, 5.00 p.m. The resolution, if passed by the requisite majority, shall be deemed to have been passed on **Thursday, April 11, 2019** i.e., the last date specified for receipt of duly completed postal ballot forms or through e-voting.