



Ref: BSE/OMDC/CS/09-2019/05  
Dated: 30<sup>th</sup> September, 2019

To,  
Department of Corporate Services  
Bombay Stock Exchange Limited  
15<sup>th</sup> Floor, Phiroze Jee, Jeebhoy Towers  
Bombay Samachar Marg  
Mumbai — 40000]

**SUBJECT: NOTICE OF POSTAL BALLOT / E-VOTING**

**Scrip Code: 590086**

Dear Sir/Madam,

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed Notice of Postal Ballot / e-voting ("Notice") being sent to the members, seeking approval of the members by way of **Special Resolution(s)** through Postal Ballot (including voting by electronic means) for the following special business(es):

- a) Shifting of Registered Office of the Company from State of West Bengal to the State of Odisha.
- b) Alteration of Registered Office Clause of the Memorandum of Association of the Company.

Kindly take the above on your records.

Thanking you,

Yours faithfully,

Anu Singh  
Company Secretary



## The Orissa Minerals Development Company Limited

CIN: L51430WB1918GOI003026

Registered Office: AG-104 "Sourav Abasan" 2nd Floor, Sector-II, Salt Lake City, Kolkata-700 091

Tel: 91 33 4016-9200, Fax: 91 33 4016-9267,

E-mail: info.birdgroup@birdgroup.co.in, Website: www.birdgroup.co.in

### NOTICE OF POSTAL BALLOT / E-VOTING

Dear Member(s),

Notice is hereby given that pursuant to the provisions of Section 110 of the Companies Act, 2013 (the "Act"), read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force) and other applicable laws, Rules and Regulations, if any, The Orissa Minerals Development Company Limited (the "**Company**") hereby seeks your approval by way of Special Resolutions through Postal Ballot/e-voting in respect of the following special business(es).

Detailed explanatory statement setting out the material facts concerning the resolutions and instructions for e-voting are annexed to the Notice of Postal Ballot/e-voting (the "**Notice**").

In compliance with Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("LODR") and Section 108 of the Act read with Rule 20 of Companies (Management and Administration) Rules, 2014, as amended, Members holding shares either in Demat and/or in Physical Form, may vote either by way of Physical Postal Ballot Form or by way of remote e-voting.

**Special Business (es):**

**Item No. 1**

**Shifting of Registered Office of the Company from the State of West Bengal to the State of Orissa.**

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

**"Resolved that** pursuant to the provisions of Section 12, 13 and all other applicable provisions, if any, of the Companies Act, 2013 (the "Act") read with Rule 30 of the Companies (Incorporation) Rules, 2014 (including any statutory modification(s), or reenactment(s) thereof for the time being in force) and subject to the approval of the Central Government (power delegated to Regional Director) and/or any other authority(ies) as may be prescribed from time to time and subject to such other approvals, permissions and sanctions, as may be required under the provisions of the said Act or under any other law for the time being in force, consent of the members of the Company be and is hereby accorded for shifting the Registered Office of the Company from the State of West Bengal to the State of Orissa and that Clause 2 of the Memorandum of Association of the Company be substituted with the following clause:

**2. The Registered Office of the Company will be situated in the State of Orissa.**

**"RESOLVED FURTHER THAT** upon the aforesaid resolution becoming effective, the registered office of the Company be shifted from Kolkata situated under the jurisdiction of the Registrar of



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Companies, Kolkata to Bhubaneswar situated under the jurisdiction of Registrar of Companies, Orissa."

**"RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorized to make necessary application(s)/petition with the Central Government through the office of the Regional Director, Ministry of Corporate Affairs and other competent authorities, if any, for the aforesaid shifting of registered office; to agree to such conditions or modifications that may be imposed, required or suggested by the Central Government, the Regional Director, Ministry of Corporate Affairs and other competent authorities, if any, or that may otherwise be deemed fit or proper by the Board; to settle all questions or difficulties that may arise with regard to the aforesaid in such manner as it may determine in its absolute discretion, without requiring the Board to secure any further consent or approval of the members of the Company; and to take such steps and to do all such acts, deeds, matters and things as may be required, necessary, proper or expedient, to give effect to this Resolution."

**"RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorized to delegate all or any of the aforesaid powers/authorities to any committee of Directors, to Director(s), officers, legal counsel, advisors or consultants of the Company."

**By order of the Board  
FOR THE ORISSA MINERALS DEVELOPMENT COMPANY LIMITED,**

**CS Anu Singh**  
Company Secretary  
Membership No.: F9782

**Registered Office:**

"SOURAV ABASAN", 2ND FLOOR, AG-104, SECTOR-II,  
SALT LAKE KOLKATA WB 700091 IN  
CIN: L51430WB1918GOI003026  
Email id: info.birdgroup@birdgroup.co.in

Place: Kolkata

Date: 25th September 2019



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### NOTES:

1. The statement pursuant to Sections 102 and 110 of the Act stating all material facts and the reasons for the proposals is annexed herewith.
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 National Securities Depository Limited (NSDL) as on 27th day of September, 2019. The Postal Ballot Notice is being sent to Members in electronic form to the email addresses registered with their Depository Participants (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 permitted mode along with a postage prepaid self addressed Business Reply Envelope. The Postal Ballot Notice will be available on the Company's website [www.birdgroup.co.in](http://www.birdgroup.co.in) and the website of the National Securities Depository Limited (NSDL) at [www.nsd.co.in](http://www.nsd.co.in)
3. Members whose names appear on the Register of Members/List of Beneficial Owners as on 27th day of September, 2019 will be considered for the purpose of voting.
4. The Board of Directors of the Company has appointed CS Mohan Ram Goenka, Partner, MR & Associates, Company Secretaries, Kolkata, as the Scrutinizer for conducting the postal ballot process in accordance with law in a fair and transparent manner.
5. As per Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules, 2014, as amended, the items of business set out in the attached Notice are proposed to be passed by postal ballot. The Members can opt for only one mode of voting, i.e., either by physical ballot or e voting. In case Members cast their votes through both the modes, votes cast through e voting shall be treated as valid and votes cast through physical Postal Ballot Form will be treated as invalid.
6. In case a Member is desirous of obtaining a printed Postal Ballot Form or a duplicate, he or she may send an e mail to [rta@cbmsl.com](mailto:rta@cbmsl.com). The Registrar and Transfer Agent/Company shall forward the same along with postage prepaid self addressed Business Reply Envelope to the Member.
7. Voting rights shall be reckoned on the paid up value of equity shares registered in the name of Members as on 27th day of September, 2019. A person who is not a Member on the relevant date should treat this Notice for information purpose only.
8. In compliance with Sections 108 and 110 of the Companies Act, 2013 and the Rules made thereunder and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company has provided the facility to the Members to exercise their votes electronically and vote on all the resolutions through the e voting service facility arranged by NSDL. The e-voting facility is available at the link <https://www.evoting.nsd.com>. Please refer to the instructions for e-voting given along with this Notice in Note No. 14 for the process and manner in which e-voting can be carried out.
9. A Member cannot exercise his vote by proxy on postal ballot.





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10. Members desiring to exercise their vote by physical Postal Ballot are requested to carefully read the instructions printed in the Postal Ballot Form and return the Form duly completed and signed, in the enclosed pre-paid self addressed Business Reply Envelope to the Scrutinizer, so that it reaches the Scrutinizer not later than close of working hours (i.e. 17:00 Hours IST) on Monday, November 04, 2019. Envelopes containing Postal Ballots, if sent by courier or registered post or speed post at the expense of the Members, will also be accepted. As per the provisions of the Rule 22(12) of the Companies (Management and Administration) Rules, 2014, as amended, postal ballots, giving assent or dissent, received after thirty days from the date of dispatch of this Notice shall be treated as if the reply from the Member has not been received.
11. The Scrutinizer will submit his report to the Chairman after the completion of scrutiny, and the result of the voting by postal ballot will be announced by the Chairman or any Director of the Company duly authorized, on or before Wednesday, November 06, 2019 at the registered office and will also be displayed on the website of the Company [www.birdgroup.co.in](http://www.birdgroup.co.in), besides being communicated to the Stock Exchanges, Depositories and Registrar and Share Transfer Agents.
12. The resolutions, where assented to by the requisite majority of the shareholders by means of postal ballot (which shall also include the results of e-voting), will be deemed to have been duly passed at a general meeting convened in that behalf and the same shall be considered having been passed on Monday, November 04, 2019, i.e. the last date of e-voting/ receipt of postal ballot form.
13. All the material documents referred to in the explanatory statement will be available for inspection at the registered office of the Company during 9:30 A.M. to 5:30 P.M. on all working days from the date of dispatch of the Notice until the last date for receipt of votes by Postal Ballot/e-voting.
14. **For those shareholders opting for e-voting, the process and manner of e-voting will be as follows:**
  - A. The e-voting period commences from 9.00 A.M. on Saturday, 5th October, 2019 and ends at 5.00 P.M. on Wednesday, November 04, 2019. During this period, shareholders of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. 27th day of September, 2019, may cast their vote electronically. The e-voting module shall be disabled by NSDL/ CDSL for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.

### **Voting through electronic means**

#### **Instructions for e-voting are as follows:**

*The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:*

**Step 1 : Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com/>**

**Step 2 : Cast your vote electronically on NSDL e-Voting system.**



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- Details on Step 1 is mentioned below:

### How to Log-in to NSDL e-Voting website?

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholders' section.
3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

4. Your User ID details are given below :

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Your password details are given below:

- a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
- b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
- c) How to retrieve your 'initial password'?
  - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from



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NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.

- (ii) If your email ID is not registered, your 'initial password' is communicated to you on your postal address.
6. If you are unable to retrieve or have not received the " Initial password" or have forgotten your password:
  - a) Click on **"Forgot User Details/Password?"** (If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) **Physical User Reset Password?"** (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
8. Now, you will have to click on "Login" button.
9. After you click on the "Login" button, Home page of e-Voting will open.

• **Details on Step 2 is given below:**

**How to cast your vote electronically on NSDL e-Voting system?**

1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
2. After click on Active Voting Cycles, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle is in active status.
3. Select "EVEN" of company for which you wish to cast your vote.
4. Now you are ready for e-Voting as the Voting page opens.
5. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
6. Upon confirmation, the message "Vote cast successfully" will be displayed.
7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
8. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.



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### General Guidelines for shareholders

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [goenkamohan@hotmail.com](mailto:goenkamohan@hotmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800-222-990 or send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)
4. The Postal Ballot form along with an envelop is enclosed for voting & return to the company.





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### Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 (the "Act")

#### Item No. 1

Your Company was incorporated in the State of West Bengal on 16th day of August, 1918 under the provisions of the Companies Act, 1956 as a Company Limited by shares in the name and style of **THE ORISSA MINERALS DEVELOPMENT COMPANY LIMITED**. The CIN No. of the Company is L51430WB1918GOI003026 and the company is presently engaged in the business of Mining activities.

It is proposed to shift the registered office from the state of West Bengal to the state of Odisha so that the business of the company may be carried on more efficiently as Orissa is one of the largest mining coalfields in India. The Company's main business is related to mining which is situated in the state of Orissa so the Board strongly feels that the shifting of the registered office to the State of Orissa would make the operations of your Company even better, economical, more cohesive, smoother and efficient due to better infrastructure facilities and good business environment and it will be more beneficial for the company in terms cost effectiveness as well as for better control of day to day affairs of the Company.

The shifting of Registered Office from the state of West Bengal to the state of Orissa would be in the interest of the Company, shareholders and all concerned parties and will not be detrimental to the interest of members of the public, shareholders, creditors or employees, in any manner whatsoever.

Further, alteration in Clause-2 of the Memorandum of Association of the Company will also be required as to mention that registered office be situated in the state of Orissa.

Copy of the existing Memorandum of Association, copy indicating the proposed amendments and other allied documents, if any, being referred in this resolution would be available for inspection by the members, free of cost, at the Registered Office of the Company during 9:30 A.M. to 5:30 P.M. on all working days, up to and including the last date of voting through Postal Ballot/e-voting.

The Special Resolution as set out in the Notice is intended for the purpose.

The Board of Directors commends that the resolution be passed in the interest of the Company and its business. After passing the Special Resolution, the Company will submit necessary application to the Regional Director, Eastern Region, Kolkata.

None of the Directors, Managers, Key Managerial Personnel of the Company and their respective relatives are concerned or interested in the aforesaid resolution, except to the extent of their shareholding, if any.

**By order of the Board**  
**FOR THE ORISSA MINERALS DEVELOPMENT COMPANY LIMITED,**

**CS Anu Singh**  
Company Secretary  
Membership No.:F9782

#### Registered Office:

"SOURAV ABASAN", 2ND FLOOR, AG-104, SECTOR-II,  
SALT LAKE KOLKATA WB 700091 IN  
CIN: L51430WB1918GOI003026  
Email id: info.birdgroup@birdgroup.co.in

Place: Kolkata

Date: 25.09.2019