

# HONDA

## Honda Siel Power Products Ltd.

Head Office & Works :  
Plot No. 5, Sector-41, (Kasna)  
Greater Noida Industrial Development Area,  
Distt. Gautam Budh Nagar (U.P.) Pin-201310  
Tel. : +91-120-259 0100  
Fax : +91-120-234 1078-79  
Website : www.hondasielpower.com  
CIN : L40103DL2004PLC203950  
E-mail : ho.mgt@hspp.com

**Ref: 522064/SE/25/2020-21**

June 30, 2020

### **Corporate Relationship Department**

BSE Limited  
Registered Office: Floor 25, P. J. Towers,  
Dalal Street,  
**Mumbai – 400 001**

### **Listing Department**

National Stock Exchange of India Limited  
Exchange Plaza, 5<sup>th</sup> Floor,  
Plot no. C/1, G-Block,  
Bandra Kurla Complex Bandra(E),  
**Mumbai - 400 051**

### **Sub: Notice of Postal Ballot and Electronic Voting**

Dear Sir/ Madam,

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed the Notice of Postal Ballot/ e-voting ('Notice') which has been sent to the members, seeking their approval through Postal Ballot by electronic voting on the item mentioned in the Notice.

Please note that the aforesaid Notice is also available at Company's Registered Office and has been placed on the website of the Company i.e. [www.hondasielpower.com](http://www.hondasielpower.com). The results of the Postal Ballot will be declared by the Company on or before August 01, 2020 and the same will be informed to the Stock Exchanges, where the shares of the Company are listed within stipulated timelines.

We request you to kindly take the said information on record.

Thanking you,

Yours Truly,  
For **Honda Siel Power Products Limited,**



**Sunita Ganjoo**  
**Company Secretary and Compliance Officer**



Encl. as above.

**Honda Siel Power Products Limited**

**CIN:** L40103DL2004PLC203950

**Registered Office:** 409, DLF Tower B, Jasola Commercial Complex, New Delhi - 110025

**Website:** [www.hondasielpower.com](http://www.hondasielpower.com) | **E-Mail:** [ho.legal@hspp.com](mailto:ho.legal@hspp.com)

**Phone:** +91 011-41082210

**NOTICE OF POSTAL BALLOT**

*(Pursuant to section 108 and 110 of the Companies Act, 2013)*

Dear Members,

**NOTICE** is hereby given that pursuant to the provisions of Section 108 and 110 of the Companies Act, 2013 (hereinafter referred to as 'the Act') and other applicable provisions, if any, of the Act read with (i) Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014 (hereinafter referred to as 'the Rules') (including any statutory modification(s) or amendment thereto); (ii) applicable provisions of Secretarial Standard-2 issued by The Institute of Company Secretaries of India from time to time; and (iii) Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as 'Listing Regulations') and other applicable regulations, if any, of the Listing Regulations, the Company hereby seeks your approval through Postal Ballot ('e-voting') for Re-classification of Usha International Limited from 'Promoter and Promoter Group' Category to 'Public' Category. The proposed Resolution and the relevant Statement pursuant to Section 102 of the Act setting out the material facts and the reasons for the proposed resolution are appended herewith for your consideration.

Pursuant to Rule 22(5) of the Rules, the Board of Directors of your Company, at its meeting held on June 23, 2020 has appointed Mr. Tanuj Vohra, Managing Partner of M/s TVA & Co. LLP, Practicing Company Secretaries as Scrutinizer to scrutinize the remote e-voting process in a fair and transparent manner.

In view of the COVID-19 related social distancing requirements, the Ministry of Corporate Affairs (MCA) issued General Circular Number 14/2020, 17/2020 and 22/2020 on April 08, 2020, April 13, 2020 and June 15, 2020 respectively (hereinafter referred to as 'the Circulars'), specifying the framework for conduct of business through Postal Ballot. Accordingly, the Postal Ballot Notice is being sent through e-mail to all the shareholders who have registered their e-mail addresses with the Company/ Registrar and Share Transfer Agent ('RTA')/ Depository Participant(s) and are entitled to cast their

votes as on the **Cut-off date** being Friday **June 26, 2020**.

Shareholders who have not received the notice due to change/ non-registration of their e-mail address with the Company/ RTA/ Depository Participants, they may request latest by July 29, 2020 for the notice by sending an email at [info@masserv.com](mailto:info@masserv.com) along with a scanned copy of Share Certificate/ Client Master. Post receipt of such request, the shareholder would be provided soft copy of the notice and the procedure for e-voting along with the User ID and the Password to enable e-voting for this Postal Ballot. It is clarified that for registration/ updating of email address, the shareholders who are holding the shares in dematerialized form are requested to contact their respective Depository Participants and the shareholders who are holding shares in physical form are requested to submit the duly executed form with the RTA. The shareholders who wish to obtain the e-mail registration/ updating form can send an email at [info@masserv.com](mailto:info@masserv.com).

For the aforementioned purpose, the Company is offering facility of e-voting to all its Members to enable them to cast their votes electronically. The Company has engaged Central Depository Services (India) Limited ('CDSL'), an agency authorized by the Ministry of Corporate Affairs, to provide remote electronic voting facility to its members. Members are requested to follow the procedure as stated in the instructions of this Notice for casting of votes electronically.

The Members are requested to carefully read the instructions indicated in the Notice for casting of votes electronically and record their assent (for) or dissent (against) through aforementioned remote e-voting facility. The Scrutinizer will submit his report to the CMD and President & CEO of the Company or to any person authorized by him after completion of the scrutiny of total votes cast. The result of the Postal Ballot will be announced by **Saturday, August 01, 2020** and the Resolution will be deemed to have been passed w.e.f. **Thursday, July 30, 2020** i.e. the last date of casting of votes, if approved by the requisite

majority. The Notice of the Postal Ballot and result of the Postal Ballot along with the Scrutinizer's Report shall be hosted on the website of the Company ([www.hondasielpower.com](http://www.hondasielpower.com)), BSE Limited and National Stock Exchange of India Limited, where the equity shares of the Company are presently listed and Central Depository Services (India) Limited ('CDSL').

All documents referred to in the accompanying Notice and Statement are available for inspection at the Registered Office and website of the Company ([www.hondasielpower.com](http://www.hondasielpower.com)).

**RESOLUTION:**

**Re-classification of 'Promoter and Promoter Group' to 'Public' category:**

To consider and if thought fit, to pass, with or without modification(s), the following resolution as an **Ordinary Resolution:**

**"RESOLVED THAT** pursuant to the provisions of Regulation 31A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations') (including any modification(s) or re-enactment thereof for the time being in force) and other applicable laws and subject to the necessary approvals from the Stock Exchanges and other appropriate statutory authorities as may be required, consent of the Members of the Company be and is hereby accorded to re-classify Usha International Limited ('UIL'), a shareholder of the Company as per the details mentioned below, from 'Promoter and Promoter Group' category to 'Public' category:

S. No	Name of Promoter	No. of share held as of date of this notice	% of holding
1.	Usha International Limited	1,01,433	1%

**"RESOLVED FURTHER THAT** on necessary approval(s) upon application for re-classification for the aforementioned promoter, the Company shall effect such re-classification in the statement of Shareholding pattern of the Company from immediate succeeding quarter under Regulation 31 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as applicable, in compliance to

Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 and other applicable provisions for the time being in force.

**RESOLVED FURTHER THAT** the Board of Directors of the Company and/or Company Secretary be and are hereby severally authorized to make, sign, prepare and submit all the necessary applications, forms, papers and documents and to make the application for re-classification to the stock exchanges, where the securities of the Company are listed and generally to do all such acts, deeds, matters and things as may be necessary and expedient to give effect the aforesaid resolution."

**By Order of the Board of Directors**

*Sd/-*

New Delhi  
June 23, 2020

Sunita Ganjoo  
**Company Secretary**

**Honda Siel Power Products Limited**

CIN: L40103DL2004PLC203950,  
409, DLF Tower B, Jasola Commercial Complex,  
New Delhi - 110025

Tel: +91 011-41082210

Website: [www.hondasielpower.com](http://www.hondasielpower.com)

Email: [ho.legal@hspp.com](mailto:ho.legal@hspp.com)

**NOTES:**

1. An Explanatory Statement pursuant to the provisions of Section 102 of the Companies Act, 2013 ('Act') setting out material facts relating to the proposed resolution is annexed hereto.
2. In view of the COVID-19 related lockdown and social distancing requirements, the Postal Ballot Notice along with the Explanatory Statement thereof is being sent through electronic mode to those Members, whose e-mail addresses are registered with the Company/ Registrar and Share Transfer Agent ('RTA') / Depository Participant(s). For members who have not received the notice due to change/ non-registration

of their e-mail address with the Company/ RTA/ Depository Participants, they may request latest by July 29, 2020 for the notice by sending an email at [info@masserv.com](mailto:info@masserv.com) along with a scanned copy of Share Certificate/ Client Master. Post receipt of such request, the shareholder would be provided soft copy of the notice and the procedure for e-voting along with the User ID and the Password to enable e-voting for this Postal Ballot. It is clarified that for registration of email address, the shareholders are however requested to follow due procedure for registering their email address with the Company/ RTA in respect of physical holdings and with the Depository Participants in respect of electronic holdings. Those Members who have already registered their email addresses are requested to keep their email addresses validated with their Depository Participants/ RTA/ Company to enable servicing of notices/ documents/ Annual Reports electronically to their email address.

3. The Members who have not received any communication regarding this Postal Ballot/ e-voting for any reason whatsoever, are also entitled to vote and may obtain the User ID and Password or instructions for remote e-voting by sending a request at [ho.legal@hspp.com](mailto:ho.legal@hspp.com) or contact their Depository Participants or M/s Mas Services Ltd., between 09:00 Hours to 18:00 Hours IST on all working days, except Saturday and Sunday.
4. M/s Mas Services Ltd. is Registrar and Share Transfer Agent of the Company. All investor related communication may be addressed to [ho.legal@hspp.com](mailto:ho.legal@hspp.com) or to:

**M/s Mas Services Limited**  
**Unit: Honda Siel Power Products Limited**  
**T-34, 2nd Floor, Okhla Industrial Area, Phase II, New Delhi-110 020**  
**Ph:- 011 26387281/82/83**  
**email:- [info@masserv.com](mailto:info@masserv.com),**  
**Website: [www.masserv.com](http://www.masserv.com)**

5. Postal Ballot Notice along with the Explanatory statement thereof will be available on the Company's website, [www.hondasielpower.com](http://www.hondasielpower.com), on the website of Stock Exchanges (where the shares of the Company are listed i.e. BSE Limited and National Stock Exchange of India Limited)

and on the website of CDSL i.e. [www.cdslindia.com](http://www.cdslindia.com).

6. Voting rights will be reckoned on the paid-up value of shares registered in the name of the Members on Friday, **June 26, 2020 ("cut-off date")**. Only those Members whose names are recorded in the Register of Members of the Company or in the Register of Beneficial Owners maintained by the Depositories as on the cut-off date will be entitled to cast their votes by e-voting.
7. As required by Rule 20 and Rule 22 of the Companies (Management and Administration) Rules, 2014 read with the MCA Circulars and the SEBI Listing Regulations, the details pertaining to this Postal Ballot will be published in one English national daily newspaper circulating throughout India (in English language) and one regional daily newspaper circulating in Delhi (in vernacular language, i.e. Hindi).
8. The e-voting period commences on **Wednesday, July 01, 2020** at 09:00 Hours IST and ends on **Thursday, July 30, 2020** at 17:00 Hours IST. During this period shareholders of the Company, holding equity shares either in physical form or in dematerialized form, as on the cut-off date i.e. June 26, 2020, may cast their vote electronically. The remote e-voting module will be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the member, the member will not be allowed to change it subsequently.
9. In compliance with Sections 108 and 110 of the Act read with the Rules and the Circulars issued thereunder, the Company has provided the facility to the members to exercise their votes electronically and vote on resolution through the e-voting service facility arranged by CDSL. The instructions for electronic voting are mentioned in this Notice.
10. Resolutions passed by the members through postal ballot are deemed to have been passed as if they have been passed at a General Meeting of the members.
11. The Scrutinizer will submit his report to the CMD and President & CEO or any other person

authorised by him on or before **Saturday, August 01, 2020** and then the result of e-voting will be announced by the CMD and President & CEO or any other person authorised by him on or before August 01, 2020. The result will also be displayed on the Company's website ([www.hondasielpower.com](http://www.hondasielpower.com)), intimated to CDSL and the Stock Exchanges where the Company's shares are listed i.e BSE Limited and National Stock Exchange of India Limited, along with the Scrutinizer's report. The Resolution would be deemed to have passed, if approved by the requisite majority on Thursday, July 30, 2020.

12. All the material documents referred to in the explanatory statement will be available for inspection at the registered office and website of the Company ([www.hondasielpower.com](http://www.hondasielpower.com)).

### 13. INSTRUCTIONS AND OTHER INFORMATION RELATING TO REMOTE E-VOTING:

**STEP 1:** The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).

**STEP 2:** Click on Shareholders/Members.

**STEP 3:** Enter your User ID

- a) For CDSL: 16 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.

**STEP 4:** Next enter the Image Verification as displayed and Click on Login.

**STEP 5:** If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.

**STEP 6:** If you are a first-time user follow the steps given below:

For Members holding shares in Demat Form and Physical Form	
PAN	<p>Enter your 10digit alpha numeric PAN issued by Income Tax Department (Applicable for shareholding in demat as well as in physical form)</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> </ul>
Dividend Bank Details OR Date of Birth (DOB)	<p>Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the Company records in order to login.</p> <ul style="list-style-type: none"> <li>• If both 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 no. 3.</li> </ul>

**STEP 7:** After entering these details appropriately, click on 'SUBMIT' tab.

**STEP 8:** 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.

**STEP 9:** For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

**STEP 10:** Click on the EVSN for Honda Siel Power Products Ltd.

**STEP 11:** 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.

**STEP 12:** Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.

**STEP 13:** 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.

**STEP 14:** Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.

**STEP 15:** You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.

**STEP 16:** If a demat account holder has forgotten the changed login password then Enter the User ID and the image verification code and click on Forgot Password and enter the details as prompted by the system.

**STEP 17:** Shareholders can also cast their votes using CDSL's mobile app m-voting available for android based mobiles. The m-voting app can be downloaded from Google Play Store. iPhone and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as

prompted by the mobile app while voting on your mobile.

### **STEP 18: Note for Non-Individual Shareholders and Custodians**

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to [www.evotingindia.com](http://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](mailto: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 linked in the login should be emailed to [helpdesk.evoting@cdslindia.com](mailto: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.

**STEP 19:** 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](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

14. The SEBI has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat account. Members holding shares in physical form can submit their PAN details to M/s Mas Services Ltd., Registrar and Share Transfer Agent of the Company.
15. In terms of Section 72 of the Companies Act, 2013 Members of the Company may nominate a person to whom the shares held by them shall vest in the event of death of a member. In case you wish to avail the nomination facility in respect of shares held by you, please write to M/s Mas Services Ltd.,

Registrar and Share Transfer Agent of the Company.

16. Members holding shares in more than one folio in the same name(s) are requested to send the details of their folios along with share certificates so as to enable the Company to consolidate their holding into one folio.

**By Order of the Board of Directors**

Sd/-

New Delhi

Sunita Ganjoo

June 23, 2020

**Company Secretary**

**Honda Siel Power Products Limited**

CIN: L40103DL2004PLC203950,

409, DLF Tower B, Jasola Commercial Complex,

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Tel: +91 011-41082210

Website: [www.hondasielpower.com](http://www.hondasielpower.com)

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**EXPLANATORY STATEMENT**

*(Pursuant to section 102 of the Companies Act, 2013)*

The Company is required to identify the entities forming part of its 'Promoter and Promoter Group' category and 'Public' category and disclose them under various provisions of the Companies Act, 2013, Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred as 'Listing Regulations'), Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeover) Regulations, 2011, Securities and Exchange Board of India (Prohibition of Insider Training) Regulations, 2015 and other applicable laws for the time being in force.

The members are being apprised that Regulation 31A of the Listing Regulations allows the listed Company for reclassification or modification of the existing status of individuals or entities from 'Promoter and Promoter Group' category to 'Public' category, subject to the approval of the Shareholders and Stock Exchange (s) where the shares of the Company are listed and subject to the fulfillment of the conditions as provided in the applicable regulations.

As intimated to the Stock Exchanges vide letter Ref. No. 522064/SE/07/2020-21 dated April 01, 2020 and

as the Members are already aware that pursuant to the Joint Venture Termination Agreement executed and signed, between the Promoters of the Honda Siel Power Products Limited ('the Company') dated March 31, 2020, the promoter of the Company Usha International Limited ('UIL') has no right or an ability (directly/ indirectly) to control the management decisions of the Company in any manner.

In this regard, the Company had received a request letter dated March 31, 2020 from UIL belonging to the 'Promoter and Promoter Group' category of the Company (as per the shareholding pattern submitted to the stock exchange for the quarter ended March 31, 2020), requesting to make suitable application with stock exchange to re-classify them as 'Public' category since their name is included as a part of the 'Promoter and Promoter Group' category. The details of UIL shareholding is mentioned hereinbelow:

S. No	Name of the outgoing promoter	No. of shares held as on date of this notice	% of holding
1.	Usha International Limited	1,01,433 shares	1%

After the receipt of the necessary approvals on the re-classification as per Regulation 31A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Promoter shareholding in the Company would be 66.67% held by Honda Motor Co., Ltd.

Pursuant to clause (b) sub-regulation 3 of Regulation 31A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, outgoing promoter i.e. UIL seeking re-classification has confirmed that:

- i. They are not holding more than ten percent of the total voting rights in the Company;
- ii. They do not exercise control over the affairs of the Company directly or indirectly;
- iii. They have no special rights with respect to the Company through formal or informal arrangements including through any shareholder agreements;
- iv. They are not represented on the Board of Directors (including not having a nominee Director) of the Company;

- v. They do not act as Key Managerial person in the Company;
- vi. They are not 'willful defaulter' as per the Reserve Bank of India Guidelines;
- vii. They are not fugitive economic offender

UIL has also confirmed that at all times from the date of such re-classification, it shall continue to comply with sub-clauses (i), (ii), (iii) of aforesaid clause (b) of sub-regulation (3) of Regulation 31A and shall also comply with conditions mentioned at sub-clause (iv) and (v) of clause (b) of sub-regulation (3) of Regulation 31A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for period of not less than three years from the date of re-classification, failing which they shall automatically be reclassified as promoters/ persons belonging to Promoter Group as applicable.

Further, in compliance with clause (c) of sub-regulation 3 of Regulation 31A of Listing Regulations, the Company hereby confirms that:

- a. the public shareholding as on date of the notice fulfils the minimum public shareholding requirement of at least 25% and the proposed re-classification does not intend to increase the public shareholding to achieve compliance with the minimum public shareholding requirement;
- b. the trading of the shares of the Company had not been suspended by the stock exchange at any period of time;
- c. as on date of this notice, no outstanding dues have been pending to the Securities and Exchange Board of India, the stock exchange or the depositories.

In view of the explanations given by UIL in their letter and pursuant to the conditions stipulated in Regulation 31A of the Listing Regulations, the Board of Directors of the Company at their meeting held on April 01, 2020 had reviewed, analyzed, considered and approved the request letter so received from Outgoing promoter subject to the approval by the members and relevant regulatory authorities.

In accordance with sub-regulation (2) of Regulation 31A of the Listing Regulations, the re-classification

requires the approval of the Stock Exchange, where the shares of the Company are listed. In terms of the procedure adopted by the Stock Exchanges for granting such approval, the Stock Exchanges, inter alia, requires that the Company obtain the consent of the Shareholders of the Company for re-classification. Accordingly, the Board recommends the resolution as set out in the Notice for approval by the Members of the Company as an Ordinary Resolution.

Pursuant to sub-clause (iii) of the clause (a) of sub-regulation 3 of Regulation 31A of Listing Regulations, UIL shall not be eligible to vote to approve the resolution as set out in the Notice for its re-classification.

None of the Directors, Key Managerial Person and their relatives, are in any way, concerned or interested, financially or otherwise, in the proposed resolution.

**By Order of the Board of Directors**

New Delhi  
June 23, 2020

*Sd/-*  
Sunita Ganjoo  
**Company Secretary**

**Honda Siel Power Products Limited**

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