



## Sundaram-Clayton Limited

Registered Office :  
"Chaitanya",  
No. 12, Khader Nawaz Khan Road,  
Nungambakkam,  
Chennai – 600006  
PH: 044 28332115

5<sup>th</sup> February 2020

BSE Limited,  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai 400 001.  
**Scrip code: 520056**

National Stock Exchange of India Ltd.,  
Exchange Plaza, 5<sup>th</sup> Floor,  
Bandra-Kurla Complex,  
Bandra (E), Mumbai 400 051.  
**Scrip code: SUNCLAYLTD**

Dear Sirs,

**Reg: Postal ballot as per Section 110 of the Companies Act, 2013.**

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We wish to notify that, the Board of Directors at their meeting held today, approved, *inter alia*, the proposal to seek the consent of shareholders, by way of ordinary resolution through Postal Ballot in terms of Section 110 of the Companies Act, 2013 (the Act) read with Companies (Management and Administration) Rules 2014 for the re-appointment of Dr Lakshmi Venu as Joint Managing Director of the Company for a further period of five years commencing from 22<sup>nd</sup> March 2020.

In terms of Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we will arrange to send copies of the Postal Ballot Notice to you for your information and records.

Thanking you,

Yours faithfully,  
For Sundaram-Clayton Limited

  
R Raja Prakash  
Company Secretary