

6 October 2021

Department of Corporate Services
BSE Limited
1st floor, New Trading Ring
Rotunda Building, P J Towers
Dalal Street, Fort
Mumbai - 400 001
Scrip Code: 500710

The Listing Department
National Stock Exchange of India Ltd.
Exchange Plaza, 5th floor,
Bandra-Kurla Complex
Bandra (E)
Mumbai – 400051
Symbol: AKZOINDIA

Dear Sir,

Sub.: Postal Ballot for appointment of Whole-time Director

Pursuant to the Regulation 30 of Securities Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing herewith the Postal Ballot Notice for seeking approval of Members of the Company for appointment of Ms Harshi Rastogi as a Whole-time Director of the Company.

In compliance with relevant circulars issued by Ministry of Corporate Affairs and the Securities and Exchange Board of India, the Postal Ballot Notice is being circulated to all the members of the Company, whose email addresses are registered with the Company's Registrar and Transfer Agent or Depository Participant(s) as on Thursday, 30 September, 2021. Members holding shares in physical mode and who have not updated their email addresses with the Company are requested to update their email addresses as per the instructions given in the enclosed Notice.

E-voting window will open at 9am on Friday, 8 October 2021 and will close at 5pm on Saturday, 6 November 2021.

You are requested to kindly take the above information on record.

Thanking you,

Yours faithfully
for Akzo Nobel India Limited



Rajiv Rajgopal
Managing Director

Encl: as above.

AkzoNobel

Akzo Nobel India Limited

CIN: L24292WB1954PLC021516

Regd. Office: Geetanjali Apartment, 1st Floor, 8-B, Middleton Street, Kolkata - 700 071

Tel: 033 - 22267462 Fax: 033 - 22277925 Email: investor.india@akzonobel.com

Website: www.akzonobel.co.in

NOTICE OF POSTAL BALLOT (ONLY THROUGH E-VOTING)

NOTICE PURSUANT TO SECTION 110 AND SECTION 108 OF THE COMPANIES ACT, 2013 READ WITH RULES 20 AND 22 OF THE COMPANIES (MANAGEMENT AND ADMINISTRATION) RULES, 2014 AS AMENDED BY THE COMPANIES (MANAGEMENT AND ADMINISTRATION) AMENDMENT RULES, 2016 AND GENERAL CIRCULAR NO. 10/2021 DATED JUNE 23, 2021 ALONGWITH GENERAL CIRCULAR No. 39/2020 DATED DECEMBER 31, 2020, NO. 33/2020 DATED SEPTEMBER 28, 2020, NO. 22/2020 DATED JUNE 15, 2020, NO. 17/2020 DATED APRIL 13, 2020 AND NO. 14/2020 DATED APRIL 8 2020, ISSUED BY MINISTRY OF CORPORATE AFFAIRS ("MCA CIRCULARS")

Dear Members,

NOTICE is hereby given pursuant to Section 110 and Section 108 of the Companies Act, 2013 (the "**Act**"), read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 including any statutory modification or re-enactment thereof for the time being in force (the "**Management Rules**"), and other applicable provisions, if any, and the MCA Circulars that the resolution appended below is proposed to be passed by the members of the Company (the "**Members**") through postal ballot [only through electronic voting ("**e-voting**")].

Explanatory statement pursuant to Section 102 and other applicable provisions of the Act, pertaining to the said resolution setting out the material facts and the reasons therefor, is appended. Pursuant to Rule 22(5) of the Management Rules, the Board of Directors of the Company has appointed Mr Atul Kumar Labh (FCS-4848/CP-3238) and failing him, Mr. Asit Kumar Labh (ACS-32891/CP-14664) of M/s A.K. Labh & Co., Company Secretaries, Kolkata as the Scrutinizer (the "**Scrutinizer**") for conducting the postal ballot process (only through e-voting), in a fair and transparent manner.

In compliance with the provisions of Sections 110 and 108 of the Act, read with Rules 20 and 22 of the Management Rules and MCA Circulars and further to Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is offering facility of e-voting to all Members to enable them to cast their votes electronically. Members are requested to follow the procedure as stated in the notes and instructions for casting of votes by e-voting. The Company has engaged the services of National Securities

Depository Limited ("**NSDL**") as its agency for providing e-voting facility to the Members of the Company. The period for voting through e-voting starts from October 8, 2021 at 9.00 am IST and ends on November 6, 2021 at 5.00 pm IST.

The Scrutinizer will submit his report to the Chairman, after completion of scrutiny of postal ballot (e-voting) in a fair and transparent manner. The results of the postal ballot will be announced by the Chairman or in his absence by any of the Directors duly authorised by the Company or in their absence by the Company Secretary of the Company on or before November 8, 2021 at the Registered Office of the Company. The results of the postal ballot along with the Scrutinizer's Report will be displayed at the Registered Office of the Company and communicated to BSE Limited (the "**BSE**") and National Stock Exchange of India Limited (the "**NSE**") where the Equity Shares of the Company are listed. The results of the postal ballot will also be displayed on the Company's website (www.akzonobel.co.in) and on the website of NSDL (i.e. www.evoting.nsdl.com).

The last date specified by the Company for e-voting shall be the date on which the resolution shall be deemed to have been passed, if approved by the requisite majority.

SPECIAL BUSINESS

Ordinary Resolution

Appointment of Ms Harshi Rastogi as a Whole-time Director

To consider and, if thought fit, to pass the following resolution as an Ordinary Resolution:

“RESOLVED THAT, pursuant to the provisions of sections 196, 197, Schedule V and other applicable provisions of the Companies Act, 2013 (including any statutory modifications or re-enactment(s) thereof, for the time being in force), approval of the Members of the Company be and is hereby accorded to the appointment of Ms Harshi Rastogi (DIN: 06979384) as a Whole-time Director of the Company, liable to retire by rotation, for the period 1 October 2021 to 30 September 2022, on the terms and conditions as specified in the Explanatory Statement pursuant to Section 102 (1) of the Companies Act, 2013 annexed to this Notice.

RESOLVED FURTHER THAT, the Board be and is hereby authorized to alter and vary the terms and conditions of appointment and / or remuneration, subject to the same not exceeding the limits specified under Section 197, read with Schedule V of the Companies Act, 2013 (including any statutory modifications or re-enactments thereof, for the time being in force).

RESOLVED FURTHER THAT where in any financial year during the tenure of Ms. Harshi Rastogi, Whole-time Director, the Company has no profits or profits are inadequate, the remuneration or remuneration and / or perquisites payable to Ms Harshi Rastogi as approved herewith may be construed as minimum remuneration payable to her to the ceiling and other stipulations as laid down in Schedule V or any other provisions to the Companies Act, 2013 subject to other approvals and compliances as stipulated therein.

RESOLVED FURTHER THAT the Board be and is hereby authorized to take such steps as may be necessary for obtaining necessary approvals - statutory, contractual or otherwise, in relation to the above and to settle all matters arising out of and incidental thereto and to sign and execute deeds, applications, documents and writings that may be required, on behalf of the Company and generally to do all such other acts, deeds, matters and things as may be necessary, proper, expedient or incidental for giving effect to this Resolution.”

By Order of the Board of Directors
For Akzo Nobel India Limited

Harshi Rastogi
Company Secretary
Membership No.: ACS A13642

Place: Gurugram
Date: September 24, 2021

NOTES:

1. Explanatory Statement pursuant to the provisions of Section 102 of the Companies Act, 2013 setting out material facts in respect of the Resolution to be passed through postal ballot (only through e-voting) is annexed hereto for your consideration.
2. The Notice is being sent to all the Members, whose names appear in the register of members/ list of beneficial owners, as on the close of working hours on September 30, 2021 (“**Cut Off Date**”), as received from NSDL and Central Depository Services (India) Limited (“**CDSL**”) and those members holding physical shares, whose details as available with the Company/ the registrar and share transfer agent. Any person who is not a Member of the Company as on date specified above shall treat the Notice for information purposes only.
3. Members who have registered their e-mail IDs with depositories / with the Company/ with the registrar and share transfer agent are being sent this Notice by e-mail and the Members who have not registered their e-mail IDs are requested to update the same as early as possible. In terms of MCA Circulars, no Postal Ballot Notice in physical mode will be sent/dispatched to the members.
4. In case of any grievance / clarification, Members may contact NSDL by e-mail at evoting@nsdl.co.in or the Company Secretary at the contact details given hereinabove or at investor.india@akzonobel.com.
5. The Postal Ballot Notice will also be placed on the website of the Company, www.akzonobel.co.in and website of NSDL, www.evoting.nsdl.com.
6. Instructions for voting are given at the end of this Notice.

EXPLANATORY STATEMENT

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

Appointment of Ms Harshi Rastogi as a Whole-time Director

The Board, upon the recommendations of the Nomination and Remuneration Committee, at its meeting held on September 24, 2021 inducted Ms Harshi Rastogi into the Board as a Whole-time Director for the period October 1, 2021 to September 30, 2022, subject to approval of the Members of the Company.

The Company has received from Ms Harshi Rastogi (i) consent in writing to act as Director in Form DIR-2 pursuant to Rule 8 of Companies (Appointment & Qualification of Directors) Rules, 2014, (ii) intimation in Form DIR-8 in terms of Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that she is not disqualified under sub section (2) of Section 164 of the Companies Act, 2013, (iii) Notice of interest in Form MBP-1 in terms of section 184 (1), and other applicable provisions of the Companies Act, 2013 and (iv) intimation to the effect that she is not disqualified from being appointed a Director of a Listed company in terms of SEBI Circular No. LIST/COMP/14/2018-19 dated June 20, 2018.

The key terms and conditions of appointment as a Whole-time Director of the Company to be reflected in the Agreement between the Company and Ms Harshi Rastogi are as follows:

1. Term

1 October 2021 to 30 September 2022, subject to review by the Board within the limits provided under the provisions of the Companies Act, 2013, and subject to the rules of the Company.

2. Emoluments

Ms Harshi Rastogi shall be entitled to receive from the Company the following remuneration, subject to the overall limits specified herein and as laid down in sections 197 and 198 of the Act :

a) Base Salary

Basic: INR 3,545,587 Total Base Salary: INR 7,091,174 per annum.

b) Commission/ Annual Bonus and Deferred Performance Pay (Long Term Incentive Plan)

As may be approved by the Board for each financial year based on the net profit of the Company for that year, computed in the manner laid down in section 198 of the Act and after considering all relevant circumstances.

Max Variable Pay (as % of Base salary) - at target is 20% and Max is 30%

c) Perquisites

The following perquisites would be provided by the Company, subject to tax as applicable:

i) **Accommodation:** Provision of residential accommodation subject to the Rules of the Company.

ii) **Car and Telephone:** Provision of car for use on Company's business and telephone at residence. These will not be considered as perquisites. However, personal long distance calls on telephone shall be billed by the Company.

• **Perquisites – Car, etc. - INR 1,116,000/-**

iii) Contribution to Retiral Benefit Funds

a) Ms Harshi Rastogi will become a member of the Alkali & Chemical Corporation of India Provident Fund with the Company's contribution not exceeding the limit permissible under law (currently 12% of the basic salary).

b) Ms Harshi Rastogi will be entitled to pension benefits in accordance with the Pension Fund Rules applicable to the Company's Management Staff.

Provided however that the contributions to the Pension

Fund shall not, together with the Company's contribution to the Provident Fund, exceed the maximum limit permissible under law.

- c) Ms Harshi Rastogi will be entitled to Gratuity in accordance with the Gratuity Fund Rules applicable to the Company's Management Staff not exceeding half a month's basic salary for each completed year of service.
- iv) Club Fees: As per Company Policy
- v) Leave: In accordance with the Company's rules, but not exceeding 22 days leave for every 12 months of service.
- vi) Encashment of Leave: In accordance with the Company's rules.
- vii) Medical Benefits: Reimbursement of expenses incurred for self and family.
- viii) Personal Accident/Medical Insurance: As per Company policy.

For calculating the monetary value of the perquisites, they shall be valued as per Income Tax Rules wherever applicable and in the absence thereof, at cost.

Ms Harshi Rastogi shall have the option to forego any of the perquisites as above and opt for an allowance in lieu thereof, as per rules of the Company and as approved by the Board.

The Board may review and determine from time to time any revision and/or modification in the above perquisites during the tenure of her appointment.

The aforesaid remuneration shall be subject to the limit of Rs 1.20 million per month PLUS perquisites and Commission/ Annual Bonus/ Deferred Performance Pay, which taken together shall not exceed 250% of the aforesaid limit, as specified in the resolution approved by the shareholders at the Annual General Meeting held on 22 July 2011.

For calculating the ceiling as above, encashment

of leave at the end of tenure, expenses on car and telephone for official duties, Company's contribution to Retiral Benefit Funds to the extent not taxable under the Income Tax Act, shall not be taken into account.

- 3. The Board while approving any change in the remuneration of Ms Harshi Rastogi in her Base Salary, Commission/ Annual Bonus and Deferred Performance Pay (Long Term Incentive Plan) and Perquisites, may consider the recommendations of the Nomination & Remuneration Committee.

4. Minimum Remuneration

In the event of absence or inadequacy of profit of the Company in any financial year, Ms Harshi Rastogi will be entitled to receive such minimum remuneration as is permissible under the provisions of the Act.

5. Termination

The appointment may be terminated by giving three months' previous notice in writing or such other shorter period as may be mutually agreed between the Board and Ms Harshi Rastogi.

6. Sitting Fees

Ms Harshi Rastogi will not be entitled to receive Sitting Fees from the Company for attending Meetings of the Board of Directors or any Committee thereof.

7. Approval of the Company

Ms Harshi Rastogi's appointment as the Wholetime Director and the remuneration payable to her as aforesaid, is subject to the approval of the Members and to the extent any of the provisions herein are inconsistent with or contrary to the terms of such approval, the latter shall prevail.

The Company is not in default of payment to any bank or financial institution. The Company does not have any debentures or deposits as on date.

The resolution seeks the approval of the members in terms of Sections 196 and 197 read with Schedule V and other applicable provisions of the Companies Act, 2013, and the Rules made thereunder (including any statutory

modifications or re-enactment(s) thereof, for the time being in force) for the appointment of Ms Harshi Rastogi as a Whole-time Director effective October 1, 2021.

None of the Directors or Key Managerial Personnel of the Company or their respective relatives are in anyway, concerned or interested, either directly or indirectly, financially or otherwise, in passing of the said Resolution, save and except to the extent of their respective interest, if any, as shareholders of the Company.

The Board recommends this resolution for the approval of Members.

All the material documents referred to in the Notice and Explanatory Statement such as the

appointment letter, statutory forms etc. are available for inspection without any fee by the Members at the Company's registered office during normal business hours on working days from the date of dispatch of the notice up to the last date of voting, i.e. Saturday, November 6, 2021.

By Order of the Board of Directors
For Akzo Nobel India Limited

Harshi Rastogi
Company Secretary
Membership No.: ACS A13642

Place: Gurugram

Date: September 24, 2021

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Additional information on Ms Harshi Rastogi recommended for appointment as required under Regulation 36 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and applicable secretarial standards

Personal profile/ Qualifications/ Experience	<p>Ms Harshi Rastogi is a member of the Institute of Chartered Accountants of India (ICAI) and the Institute of Company Secretaries of India (ICSI) besides being a law graduate. Harshi had secured top ranks in the All India exam of the ICSI and in the State University in her LLB.</p> <p>Harshi's present role is Company Secretary and Compliance Officer. She is also the Chief Internal Auditor and Nodal Officer of the Company. She joined Akzo Nobel India Limited in April 2016 as the Country Financial Controller.</p> <p>Harshi has over 23 years of experience in the areas of Controllershship, Audits, Consolidation, Implementation of IndAS, M&A, Taxation, setting up of Captive Shared Service Centre, Private Equity, Due Diligence, Corporate Governance, Regulatory & Statutory Compliance, Risk Management, Corporate Secretarial, Investor Relations, Treasury, External Affairs, CSR etc.</p> <p>Harshi has been sector agnostic and in the course of her career has worked for companies like Pragati Equity Advisors, Bharti Airtel, General Electric and PowerGen India in different roles. In her previous stints, she was instrumental in advocacy of industry strategy through multi stakeholder and industry body platforms, multi-jurisdictional Investment Fund Structuring, facilitating due diligence for Private equity Investments, Rolling out ESG framework for Investee Companies, Divestment of business, implementation of Sarbanes Oxley, handling CAG/TRAI/DOT Audits.</p>
Age	45 Years
Nature of expertise in specific functional areas	Finance & Accounts, Audits, Secretarial, Corporate Governance, Treasury, Risk Management
Inter-se relationships between directors and Key Managerial Personnel	Nil
Listed companies (other than Akzo Nobel India) in which holding directorship and Committee membership	Nil
Shareholding in the Company	Nil
Key terms and conditions of appointment	As per the resolution of this Notice read with the explanatory statement thereto.

Remuneration proposed to be paid	As per the resolution of this Notice read with the explanatory statement thereto.
Date of first appointment on board, last drawn remuneration and number of board meetings attended	It is proposed to appoint Ms Harshi Rastogi as Director for her first term on the Board of the Company; hence these details are not applicable.

By Order of the Board of Directors
For Akzo Nobel India Limited

Harshi Rastogi
Company Secretary
Membership No.: ACS A13642

Place: Gurugram
Date: September 24, 2021

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INSTRUCTIONS FOR VOTING

1. For the purpose of offering e-voting facility, the Company has entered into an agreement with NSDL.
2. **Voting through electronic means (Electronic Voting):**

In compliance with the provisions of Section 108 of the Companies Act, 2013, read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and the provisions of Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended, the Members are provided with the facility to cast their vote electronically. The Company has engaged the services of National Securities Depository Limited (NSDL) for the purpose of providing e-voting facility to all its Members.

The instructions for remote e-voting are as under:

How do I vote electronically using NSDL e-Voting system?

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

Step 1: Access to NSDL e-Voting system

A) Login method for e-Voting for Individual shareholders holding securities in demat mode

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"> 1. If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsd.com/ either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under "IDeAS" section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on options available against company name or e-Voting service provider - NSDL and you will be redirected to NSDL e-Voting website for casting your vote during the remote e-Voting period. 2. If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsd.com.

	<p>Select "Register Online for IDeAS" Portal or click at https://eservices.nSDL.com/SecureWeb/IdeasDirectReg.jsp</p> <p>3. 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. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on options available against company name or e-Voting service provider - NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</p>
<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<p>1. Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are</p>

	<p>https://web.cdslindia.com/myeasi/home/login or www.cdslindia.com and click on New System Myeasi.</p> <p>2. After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of e-Voting service provider i.e. NSDL. Click on NSDL to cast your vote.</p> <p>3. If the user is not registered for Easi / Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration</p> <p>4. Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. NSDL where the e-Voting is in progress.</p>
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. Once login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after</p>

	successful authentication, wherein you can see e-Voting feature. Click on options available against company name or e-Voting service provider-NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.
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Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 224 430
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022- 23058738 or 022-23058542-43

B) Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

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 'Shareholder/Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP 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. Password details for shareholders other than Individual shareholders 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 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, please follow steps mentioned below in process for those shareholders whose email ids are not registered
 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.
 - b) Physical User Reset Password?" (If you are holding shares in physical mode) option available on 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 mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
 - 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.
- Step 2: Cast your vote electronically on NSDL e-Voting system.**
- How to cast your vote electronically on NSDL e-Voting system?**
1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle.
 2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period.
 3. Now you are ready for e-Voting as the Voting page opens.
 4. 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.
 5. Upon confirmation, the message "Vote cast successfully" will be displayed.
 6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
 7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines to Members

- a. 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 aklabhcs@gmail.com with a copy marked to evoting@nsdl.co.in.
 - b. 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 to reset the password.
 - c. 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 or call on toll free no.: 1800-222-990 or send a request at evoting@nsdl.co.in
 - d. Any person, who acquires shares of the Company and becomes a Member of the Company after dispatch of the notice and holding shares as of the cut-off date may obtain the login ID and password by sending a request to evoting@nsdl.co.in or rta@cbmsl.com.
3. The Scrutinizer's decision on the validity of the postal ballot will be final.
 4. The voting rights of Members shall be in proportion to their shares of the paid-up equity share capital of the Company as on the cut-off date.
 5. The Scrutinizer will submit his report, to the Chairman or in his absence to any other person authorized by him, after completion of scrutiny of all e-votes in a fair and transparent manner. The Scrutinizer's report will be displayed on the Company's website: akzonobel.co.in. The results of the postal ballot will be announced on or before November 8, 2021 and will be displayed at the Registered Office of the Company and communicated to BSE Limited and National Stock Exchange of India Limited where the equity shares of the Company are listed. The results of the postal ballot will also be displayed on the Company's website: akzonobel.co.in and website of NSDL.
 6. The last date specified by the Company for e-voting shall be the date on which the resolution shall be deemed to have been passed, if approved by the requisite majority.
