

 **AuSom Enterprise Limited**

CIN: L67190GJ1984PLC006746

Regd. Office: 11-B, New Ahmedabad Industrial Estate, Village - Moraiya, Sarkhej Bavla Road, Moraiya - 382 213. Dist. Ahmedabad  
Corporate Office: 606, Swagat Building, Nr. Lal Bunglow, C.G. Road, Ahmedabad – 380 006.

Phone: (079) 2642 1422-1499 Fax: (079) 2656 9898

E-mail: ausom.ael@gmail.com Website: www. ausom.in

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**POSTAL BALLOT NOTICE**

**[Notice pursuant to Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules, 2014]**

Dear Member(s),

NOTICE is hereby given that, pursuant to Section 110 and all other applicable provisions of the Companies Act, 2013 (“the Act”), read with Rule 22 of the Companies (Management and Administration) Rules, 2014, as amended from time to time, M/s. AUSOM ENTERPRISE LIMITED (“the Company”) is seeking the approval/ consent of its Members for the following Resolutions, proposed to be passed through Postal Ballot / Electronic Voting (E-Voting):

- 1. Alteration/Inserting new Clause of the Main Objects of the Memorandum of Association.**
- 2. To make investments, give loans, guarantees and provide securities beyond the prescribed limits.**

Members are requested to read carefully the instructions printed on the Postal Ballot Form attached hereto, fill up the Postal Ballot Form, give your assent or dissent on the resolutions at the end of the Postal Ballot Form and return the duly completed and signed the Original Postal Ballot Form (no other form or photocopy thereof is permitted) in the enclosed self-addressed postage pre-paid envelope so as to reach Scrutinizer on or before the close of working hours i.e. 5:00 P.M. on, September 28, 2015. Ballot received thereafter will be strictly treated as if no reply has been received from the Member.

Further, in compliance with Clause 35B of the Listing Agreement with Stock Exchanges and provisions of Section 108 of the Act read with the Companies (Management and Administration), Rules, 2014, the Company is pleased to offer e-voting facility as an alternate, for all the Members of the Company. For this purpose, the Company has entered into an agreement with CDSL for facilitating e-voting to enable the Members to cast their votes electronically, instead of filling and dispatching the Postal Ballot Form. Please read carefully the instructions regarding e-voting as mentioned in Notes as “**Instructions/ Procedure for Voting through Electronic means**” to this Notice of Postal Ballot. Please note that e-voting is optional. Members having shares in demat form and in physical form may vote either by way of Postal Ballot Form or by way of e-voting.

Mr. Niraj Trivedi, Company Secretary in Practice (Membership No. FCS 3844 and C.P. No. 3123) has been appointed by the Board of Directors of your Company as the Scrutinizer to conduct the Postal Ballot and E-voting process in a fair and transparent manner. The Scrutinizer will submit his report to the Chairman after completion of the scrutiny of the Postal Ballot including e-voting and the result of the voting by Postal Ballot and e-voting will be announced on 29th September, 2015. The resolutions, if approved, will be taken as passed effectively on the date of declaration of result i.e. 29th September, 2015 and shall be deemed to have been passed at the General Meeting of the Members.

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**SPECIAL BUSINESS:**

- 1. Alteration/Inserting new Clause of the Main Objects of the Memorandum of Association.**

To consider and, if thought fit, to pass the following resolution with or without modification(s), as a **SPECIAL RESOLUTION**:

“**RESOLVED THAT** pursuant to the provisions of Section 4, 13 and all other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Incorporation) Rules, 2014 (including any amendment thereto or re-enactment thereof), Listing Agreement entered into by the Company with BSE Limited (BSE), National Stock Exchange of India Limited (NSE), Securities Exchange Board of India (SEBI) and subject to necessary approval(s), consent(s), permission(s) and/or sanction(s), if any, as may be required from the statutory and regulatory authorities and further subject to any such conditions and modifications as may be prescribed or imposed by any one of them while granting such approval(s), consent(s), permission(s) and/or sanction(s) and agreed to, by the Board of Directors, the consent of the members of the Company be and is hereby accorded for altering the existing Clause III. [A] of the Main Objects Clause of the Memorandum of Association of the Company by inserting the following new Sub Clause -2 after Clause III [A] 1 of the Memorandum of Association:

**Clause – III [A]:**

2. “To generate electrical power by conventional and nonconventional methods including biomass, waste, thermal, solar, hydel, geohydel, wind and tidal waves and to promote, own, acquire, erect, construct, establish, maintain, improve, manage, operate, alter, carry on, control, take on hire/lease power plants, co-generation, power plants, wind mills, Energy conservation projects, power houses, power mill, transmission and supply of electrical energy and buy, sell, supply, exchange, market, function as a licence and deal in electrical power, energy to the State Electricity Board, State Government, Appropriate Authorities, licences, specific industrial units and other consumers for industrial, commercial, agricultural, household and any other purpose in India and elsewhere in any area to be specified by the State Government, Central Government, Local Authority, State Electricity Boards and any other competent authority in accordance with provisions of Indian Electricity Act, 1910 and/or Electricity (Supply) Act, 1948 or any statutory modifications or re-enactment thereof and rules made thereunder and to deal in renewable energy certificates and also to carry out business of purchasing/broking/trading of certified Emission Reduction, Verified Emission Reductions, Assigned Amount Units, Emission Reduction Units and allied activities permitted under the Kyoto Protocol flexibility mechanism from Power Project.”

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby severally authorized to do all such acts, matters, deeds and things necessary or desirable in connection with or incidental to giving effect to the aforementioned resolution and to comply with all other requirements in this regard.”

2. **To make investments, give loans, guarantees and provide securities beyond the prescribed limits.**

To consider and, if thought fit, to pass the following resolution with or without modification(s), as a **SPECIAL RESOLUTION**:

“**RESOLVED THAT** pursuant to the provisions of Section 186 read with the Rules framed thereunder and other applicable provisions, if any, of the Companies Act, 2013 (including any amendment thereto or re-enactment thereof), the consent of the members of the Company be and is hereby accorded to the Board of Directors of the Company (hereinafter called 'the Board' which term shall be deemed to include any Committee which the Board may have constituted or hereinafter constitute to exercise its powers including the power conferred by this resolution) to give any loans/any other form of debt to any person or other body corporate and / or to give guarantee and / or to provide security in connection with a loan/any other form of debt to any other body corporate or person and to make investment or acquire by way of subscription, purchase or otherwise the securities of any other body corporate whether Indian or overseas up to maximum amount of Rs. 1,000 Crore (Rupees One Thousand Crore only) outstanding at any point of time not withstanding that the aggregate amount of all the loans / guarantees / securities / investments so far made together with the proposed loans / guarantees / securities / investments to be made, exceeds the prescribed limits under the Companies Act, 2013.”

“**RESOLVED FURTHER THAT** the Board be and is hereby authorized to take from time to time all decisions and steps in respect of the above loans, guarantees, securities and investment including the timing, amount and other terms and conditions of such loans, guarantees, securities and investment and varying the same either in part or in full as it may deem appropriate, and to do and perform all such acts, deeds, matters and things as may be necessary, proper or desirable and to settle any question, difficulty or doubt that may arise in this regard including power to sub-delegate in order to give effect to the aforesaid resolution.”

**By Order of the Board of Directors  
For AUSOM ENTERPRISE LIMITED**

Place: Ahmedabad  
Date: - 10th August, 2015

**RAVIKUMAR PASI  
COMPANY SECRETARY**

**Notes:**

1. The Explanatory Statement under Section 102 of the Act read with Companies (Management and Administration) Rules, 2014, setting out the material facts and reasons for the Resolutions is annexed hereto.
2. The Postal Ballot Notice is being sent to all the Members whose name appears as on Friday, the 21st August, 2015 in the Register of Members/ List of Beneficial Owners and as received from Link Intime India Pvt. Ltd., the Registrar and Transfer Agent of the Company.
3. The Postal Ballot Notice along with the Postal Ballot Form is being sent to the Members in electronic form to the e-mail addresses registered with the Company's Registrar and Transfer Agent. For members whose e-mail addresses are not registered, physical copies of the Postal Ballot Notice along with the Postal Ballot Form are being sent by permitted mode along with a self-addressed pre-paid Business Reply Envelope.
4. Members who have received the Notice by e-mail and who wish to vote through physical Form may download the Postal Ballot Form attached to the e-mail or from the Company's website: [www.ausom.in](http://www.ausom.in), where the Postal Ballot Notice is displayed.
5. Members are requested to carefully read the instructions before exercising their vote and either return form duly completed in the attached self-addressed pre-paid postage envelope; or vote by electronic means in the manner set out herein. In each case, ensure that votes reach the scrutinizer on before 5.00 P.M. on the 28th September, 2015 ("Last Date").
6. In case shares held by Corporate/ Institutional Members (i.e. other than Individuals, HUF, NRI, etc.) opting for physical ballot are also required to send certified true copy of the Board Resolution / Power of Attorney / Authorised Letter etc., together with attested specimen signature(s) of the duly authorized representative(s), to the Scrutinizer along with the Postal Ballot Form by the last date.
7. The result and the report of Scrutinizer on the postal ballot and e-voting shall be communicated to BSE Limited (BSE) and National Stock Exchange of India Limited (NSE) where the equity shares of the Company are listed and will also be displayed on the Company's website [www.ausom.in](http://www.ausom.in).
8. Resolutions passed by the members through postal ballot including voting by electronic means shall be deemed to have been passed at a General meeting of the members convened in that behalf.
9. The resolutions will be taken as passed effectively on the date of announcement of the result by the Chairman & Managing Director i.e. on 29th September, 2015.
10. A copy of each of the document referred to the accompanying Explanatory Statement is open for inspection at the Corporate Office of the Company during business hours on all its working days till the closure of working hours of 28th September, 2015 (last date for receiving Postal Ballot Form by the Scrutinizer).
11. A copy of this notice has been placed on the website of the Company [www.ausom.in](http://www.ausom.in) and shall remain on the website until the last date for receipt of the postal ballots from the shareholders. The dispatch of the Postal Ballot Notice shall be announced through an advertisement in the Newspaper and also shall be displayed on the Company's website.
12. Members who have not registered their e-mail addresses are requested to register the same with the Company's Registrars and Transfer Agent for sending future communication(s) in electronic form.
13. Mr. Ravikumar Pasi, Company Secretary and Compliance Officer of the Company is the officer authorized to ensure smooth conduct of the Postal Ballot process.
14. Members have option to vote either through Postal Ballot Form or through e-voting. If a member has opted for Physical Postal Ballot, then he/she should not vote by e-voting and vice versa. However, in case Shareholders cast their vote through both physical postal ballot and e-voting, then vote cast through physical postal ballot shall be considered and vote cast through e-voting shall be treated as invalid. A member cannot exercise his/her vote by proxy on postal ballot.
15. Pursuant to the provisions of Section 108 of the Act read with the Companies (Management and Administration) Rules, 2014 and in terms of Clause 35B of the Listing Agreement, the Company has provided facility to members to exercise their votes through electronic means and have engaged the services of Central Depository Services (India) Limited ("CDSL") as the Authorised Agency to provide e-voting facility.

## INSTRUCTIONS/PROCEDURE FOR VOTING THROUGH ELECTRONIC:

(A) The Company is pleased to offer e-Voting facility for its Members to enable them to cast their Votes electronically. The procedure and instructions for the same are as follows:

- (i) The voting period begins on Sunday, 30th day of August, 2015 at 10:00 A.M. and ends on Monday, 28th day of September, 2015 at 5:00 P.M. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of 21st August, 2015, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- (iii) Click on Shareholders.
- (iv) Now 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.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) 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.
- (vii) If you are a first time user follow the steps given below:

	<b>For Members holding shares in Demat Form and Physical Form</b>
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"><li>● Members who have not updated their PAN with the Company/Depository Participant are requested to use the Sequence Number which is printed on Address slip or send with email indicated in the PAN Field.</li></ul>
DOB	Enter the Date of Birth as recorded in your demat account or in the company records for the said demat account or folio in dd/mm/yyyy format.
Dividend Bank Details	Enter the Dividend Bank Details as recorded in your demat account or in the company records for the said demat account or folio. <ul style="list-style-type: none"><li>● Please enter the DOB or Dividend Bank Details in order to login. If 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 (iv).</li></ul>

- (viii) After entering these details appropriately, click on "SUBMIT" tab.
- (ix) 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.
- (x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xi) Click on the EVSN for the relevant **AUSOM ENTERPRISE LIMITED (EVSN : 150819058)** on which you choose to vote.
- (xii) 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.

- (xiii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
  - (xiv) 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.
  - (xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
  - (xvi) You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
  - (xvii) If Demat account holder has forgotten the same password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
  - (xviii) Note for Non – Individual Shareholders and Custodians
    - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian 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 should be mailed 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.
  - (xix) 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).
- (B)** In case a Member receives physical copy of Notice by way of Postal Ballot (for members whose mail addresses are not registered with the Companies / Depositories):
- (i) Initial password is provided in the enclosed Postal Ballot Form in the below format:
 

EVSN (E-voting Sequence Number)	User ID	Password
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  - (ii) Please follow all steps from sl. no. (i) to sl. no. (xix) as mentioned in (A) above to cast vote.
- (C)** Members may please refer the instructions contained on the reverse side of the Postal Ballot Form, in case if they wish to vote using Postal Ballot Forms.

**ANNEXURE TO THE NOTICE**

**EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013**

**ITEM NO. 1**

Your Company intends to expand its present scope of business and is proposing to enter into power sector activities. Since the activity of "Power Sector" to be included in the Main Objects Clause of the Memorandum of Association ("MOA"), Memorandum of Association of the Company is required to be altered. The Board of Directors of the Company in their meeting held on 10th August, 2015 has approved the alteration of Objects Clause of MOA so as to insert new Sub Clause - 2 as mentioned in Resolution no. 1 after the Sub clause - 1 in Clause – III [A], subject to approval of the members of the Company by way of Special Resolution.

By insertion of new object clause in the MOA, the company will be in position to carry out new line of business activity mainly generation and distribution of power. As you know that in India demand for the power is higher than its supply and hence to do this business would be more beneficial. Further, the directors of the company are also having exposure in this line of business and considering the future requirements for the power in India, the board of the company is of the view that it would be beneficial and in the interest of the company and its stakeholders to carry out this activity. This will also result into increase in revenue and profit of the company.

In term of Section 110 of the Act and the Companies (Management and Administration) Rules, 2014, the said resolution is required to be passed through postal ballot process.

In the best interests of the Company and its shareholders, the Board of Directors recommends the approval of the Resolution No. 1.

Revised set of Memorandum of Association post incorporating above amendment is available for inspection at the Corporate Office of the Company on working days i.e. from Monday to Friday during 10:30 a.m. to 5.00 p.m. upto the date of declaration of result of postal ballot.

None of the Directors or Key Managerial Personnel of the Company or their relatives is concerned or interested, financial or otherwise, in the resolutions.

## **ITEM NO. 2**

The Company has availed specific approvals from its members for giving loan, guarantee / providing security /making investments in various companies / bodies corporate / subsidiary companies as per section 372A of the Companies Act, 1956 as required from time to time. As per the corresponding provisions of section 186 read with the Rules framed thereunder and other applicable provisions, if any, of the Companies Act, 2013, no Company shall directly or indirectly, without prior approval by means of special resolution passed at a general meeting, give any loan to any person or other body corporate, give any guarantee or provide any security in connection with a loan to any other body corporate or person and acquire by way of subscription, purchase or otherwise the securities of any other body corporate exceeding sixty per cent of its paid-up share capital, free reserves and securities premium account or one hundred per cent of its free reserves and securities premium account, whichever is more.

In order to support its business activities, the Company may be required to give loans / any other form of debt to any person or other body corporate and / or give guarantee and / or provide security in connection with a loan / any other form of debt to any other body corporate or person and to make investment or acquire by way of subscription, purchase or otherwise the securities of any other body corporate in excess of the limits prescribed under the Companies Act, 2013 and rules made thereunder.

The Company has passed several resolution under Section 372A of erstwhile Companies Act, 1956 and under Section 186 of the Companies Act, 2013 at the meetings of the Board of Directors held from time to time to invest / to give loan / guarantees or provide security to the wholly owned subsidiary Companies, subsidiary Companies, Joint Ventures and other associate or group entities and persons, other body corporates subject to approval of members wherever required and fulfillment of other provisions of the Companies Act, 2013.

It is therefore, considering the present need, necessary to obtain approval of the shareholders by means of a Special Resolution, authorizing the Board to exercise aforesaid powers, up to maximum amount of Rs. 1,000 Crore (Rupees One thousand Crore only) outstanding at any point of time notwithstanding that the aggregate amount of all the loans / guarantees / securities / investments so far made together with the proposed loans / guarantees/ securities / investments to be made, in excess of the prescribed limits under the Companies Act, 2013.

In term of Section 110 of the Act and the Companies (Management and Administration) Rules, 2014, the said resolution is required to be passed through postal ballot process. The Board of Directors of your Company accordingly recommends the Resolution as set out in Item No. 2 of the accompanying Notice for the approval of members of the Company as Special Resolution.

None of the Directors or Key Managerial Personnel of the Company or their relatives is concerned or interested, financial or otherwise, in the resolutions.

**By Order of the Board of Directors  
For AUSOM ENTERPRISE LIMITED**

Place: Ahmedabad  
Date: - 10th August, 2015

**RAVIKUMAR PASI  
COMPANY SECRETARY**

### **Registered Office:**

11-B, NEW AHMEDABAD INDUSTRIAL ESTATE,  
SARKHEJ-BAVLA ROAD, VILLAGE – MORAIYA-382 213.  
DIST.:- AHMEDABAD.GUJARAT.  
CIN: L67190GJ1984PLC006746,  
Phone: +91 79 2642 1422-1499 Fax: +91 79 2656 9898  
E-mail: ausom.ael@gmail.com Website: www. ausom.in



# AuSom Enterprise Limited

CIN: L67190GJ1984PLC006746

Regd. Office: 11-B, New Ahmedabad Industrial Estate, Village - Moraiya, Sarkhej Bavla Road, Moraiya - 382 213. Dist. Ahmedabad  
Corporate Office: 606, Swagat Building, Nr. Lal Bunglow, C.G. Road, Ahmedabad – 380 006.

Phone: (079) 2642 1422-1499 Fax: (079) 2656 9898

E-mail: ausom.ael@gmail.com Website: www. ausom.in

**POSTAL BALLOT FORM**  
**(Pursuant to Section 110 of the Companies Act, 2013)**

Sr. No.	Particulars	Details
1.	Name of the Sole/First Named Shareholder (In Block Letters)	
2.	Name(s) of the Joint holder(s), if any (In Block Letters)	
3.	Registered Address of the Sole/First Named Shareholder	
4.	Registered Folio No./DP ID No./Client ID No.	
5.	No. of Shares held	
6.	E-mail ID	

I/We hereby exercise my/our vote in respect of the Special Resolutions to be passed through Postal Ballot for the business stated in the Notice dated 10th August, 2015 of the M/s. AUSOM ENTERPRISE LIMITED (the "Company") by sending my/our assent or dissent to the respective Special Resolutions by placing a tick (✓) mark in the appropriate box/column below.

Sr. No.	Description	No. of Shares held	I/ We assent to the resolution (FOR)	I/ We dissent to the resolution (AGAINST)
1.	Special Resolution under Section 4 and 13 of the Companies Act, 2013 for alteration/inserting of the Main Objects Clause of the Memorandum of Association of the Company so as to insert sub clause -2 after Clause III. [A] 1. of the MOA.			
2.	Special Resolution for consent of the Company U/s. 186 of the Companies Act, 2013 for To make investments, give loans, guarantees and provide securities beyond the prescribed limits.			

Place:

Date:

\_\_\_\_\_  
(Signature of the shareholder)

**PARTICULARS FOR VOTING THROUGH ELECTRONIC MEANS**

EVSN (E-voting Sequence Number)	User ID	Password
150819058	*	*

\*Please follow Instructions/Procedure for voting through Electronic.

**NOTES:**

- Kindly read the instructions printed overleaf before filling the form. Valid Ballot Forms received by the Scrutinizer by 5.00 P.M. on 28th September, 2015 shall only by considered.
- If you opt to cast your vote by e-voting, there is no need to fill up and sign this form.

**Instructions:**

1. A member desiring of exercise his/her Vote by Postal Ballot may complete this Postal Ballot Form in all respects and send it to the Scrutinizer, Mr. NIRAJ TRIVEDI, Practicing Company Secretary at 606, Swagat Building, Near Lal Bunglow, C.G. Road, Ahmedabad - 380006, in the enclosed self-addressed envelope. Postage will be borne and paid by the Company. Further, any envelopes containing Postal Ballot Form, if deposited in person or sent by courier /registered/ speed post at the expense of the Registered Member(s) will also be accepted.
2. Alternatively, a member may vote through electronic means as per given at "Instructions for voting through Electronic Means" in the Postal Ballot Notice sent herewith, in case the members wish to vote through electronic means.
3. This Form must be completed and signed by the Member, as per specimen signature registered with the Company or Depository Participant, as the case may be. In case of joint holding, this Form must be completed and signed (as per the specimen signature registered with the Company) by the first named Member and in his/her absence, by the next named Member.
4. The consent must be accorded by recording the assent in the column or dissent in the column by placing a tick mark (✓) in the appropriate column in the Postal Ballot Form. The assent or dissent received in any other form shall not be considered valid.
5. The votes of a member will be considered invalid on any of the following grounds:
  - a) if the member's signature does not tally/match.
  - b) if the member has marked his /her/its vote both for 'Assent' and also for 'Dissent' to the 'Resolution' in such a manner that the aggregate shares voted for 'Assent' and 'Dissent' exceeds the total number of shares held;
  - c) if the Postal Ballot Form is unsinged, incomplete or incorrectly filled;
  - d) if the Postal Ballot Form is received torn or defaced or mutilated such that it is difficult for the Scrutinizer to identify either the member, or the number of votes, or as to whether the votes are for 'Assent' or 'Dissent', or if the signature could not be verified or one or more of the above grounds.
6. The Scrutinizer's decision on the validity of the Postal Ballot shall be final.
7. The postal Ballot shall not be exercised by a proxy.
8. Duly completed Postal Ballot Forms should reach the Scrutinizer by 5:00 P.M. on 28th September, 2015. All Postal Ballot Forms received after this date will be strictly treated as if the reply from such member has not been received.
9. Voting rights shall be reckoned on the paid-up value of shares registered in the name of the member as on the cut-off date of 21st August, 2015.
10. In case of shares held by Companies, Trusts, Societies, etc., the duly completed Postal Ballot Form should be accompanied by a certified copy of Board Resolution / authorization together with specimen signature(s) of the duly authorized signatories. (It is required only in case the signatories are other than the signatories whose specimen signatories are registered with Registrar and Transfer Agent, viz Link Intime India Pvt. Ltd.)
11. Members are requested not to send any other paper along with the Postal Ballot Form. They are also requested not to write anything in the Postal Ballot Form except giving their Name, Address, Nos. of shares held, assent or dissent and putting their signature. If any such other paper is sent, the same will be destroyed by the Scrutinizer.
12. There will be one Postal Ballot Form for every Folio / DP ID and Client ID, irrespective of the number of joint holders.
13. A member may request for a duplicate Postal Ballot Form, if so required. However, the duly filled in duplicate Postal ballot Forms should reach the Scrutinizer not later than 5:00 P.M. on 28th September, 2015.
14. A tick (✓) mark should be placed in the relevant box signifying assent / dissent for the resolution, as the case may be, before mailing the Postal Ballot Form.
15. Members are requested to fill the Postal Ballot Form in indelible ink and avoid filling it by using erasable writing medium(s) like pencil.