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Devendra Nagar Square,  
Jail Road, RAIPUR - 492001  
Tel : +91 771 2214200  
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PAN : AAACR6149L  
info@seml.co.in  
www.seml.co.in  
CIN - L27100MH1973PLC016617

ISO 9001:2008 Certified



Certificate No. 43269



5<sup>th</sup> September, 2016

BSE Ltd  
The Department of Corporate Services  
Phiroze Jeejeebhoy Towers  
Dalal Street - Mumbai 400 001

National Stock Exchange of India Ltd.  
Exchange Plaza, Bandra Kurla Complex  
Bandra (E), Mumbai - 400051  
Fax. No: 022-26598237/38,  
022-26598347/48

Security Code No. : 504614

Symbol: SARDAEN

Series : EQ

Dear Sir,

Sub: Disclosure u/r 47 of Listing Regulations

Pursuant to Regulation 47 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith the copy of the Notice of 43<sup>rd</sup> AGM as sent to the shareholders for seeking their consent on the resolutions as mentioned in the notice of 43<sup>rd</sup> AGM.

Further, please also find enclosed herewith the copy of the Newspaper Advertisement as published on 4<sup>th</sup> September, 2016 w.r.t. the Notice/E-voting.

Further, please note that the above documents are being submitted through:

- i) <http://listing.bseindia.com> - with BSE
- ii) NEAPS - with NSE

and the hard copy is not being filed.

You are requested to take these documents on your record.

Thanking you,

Yours faithfully,  
For Sarada Energy & Minerals Ltd.

  
(Manish Sethi)  
Company Secretary

Encl.: As above

Registered Office : 73/A, Central Avenue, Nagpur (MH) 440018, Tel: 91 712 2722407 Fax: 0712-2722107 India  
Works : Industrial Growth Centre, Siltara, Raipur (CG) 493111, Tel : +91 771 2216100 Fax : +91 771 2216198/99

# NOTICE

Notice is hereby given that the 43rd Annual General Meeting of the members of Sarda Energy & Minerals Limited will be held on Friday, 30th September, 2016 at 11.30 a.m. at **Hotel Pride, Opp. Airport, Wardha Road, Nagpur (M.H.) 440025** to transact the following business:

## Ordinary Business

1. To consider and adopt :
  - (a) the audited financial statements of the Company for the financial year ended 31st March, 2016, the reports of the Board of Directors and Auditors thereon; and
  - (b) the audited consolidated financial statements of the Company for the financial year ended 31st March, 2016.
2. To consider the payment of interim dividend on equity shares for the financial year ended 31st March, 2016.
3. To appoint a Director in place of Mrs. Uma Sarda (DIN: 00009783), who retires by rotation at this Annual General Meeting and being eligible has offered herself for re-appointment.
4. 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 section 139 and all other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force), appointment of M/s. O. P. Singhania & Co., Chartered Accountants (Firm Registration No.002172C), as Statutory Auditors of the Company to hold office from the conclusion of this Annual General Meeting till the conclusion of the next Annual General Meeting of the Company at such remuneration plus service tax, out-of-pocket, travelling and living expenses, etc., as may be mutually agreed between the Board of Directors of the Company and the Auditors, be and is hereby ratified.”

## Special Business

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

“RESOLVED that pursuant to Section 149 and 152 read with all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force), Mr. Padam Kumar Jain (DIN: 00008379), be and is hereby appointed as director of the Company liable to retire by rotation.”
6. 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 Section 196, 197, and other applicable provisions if any, of the Companies Act, 2013 (“The Act”) read with Schedule V to the Act and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 including any statutory modifications or enactments thereof from time to time and the Articles of Association of the Company, Mr. Padam Kumar Jain (DIN: 00008379) be and is hereby appointed as Wholetime Director of the Company for a period of Five years with effect from 1st June, 2016, liable to retire by rotation, on such terms and conditions as set out in the Statement annexed to the notice convening this meeting, with liberty given to the Board of Directors/Nomination & Remuneration Committee to alter and vary the terms and conditions of the said appointment and/ or remuneration in such manner as may be agreed to by and between the Company and Mr. Padam Kumar Jain, provided however, such alterations are within the maximum limits approved by the members / laid down in the Companies Act, 2013 for the time being in force.

RESOLVED FURTHER THAT the Board be and is hereby authorized to do all the acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

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

# NOTICE

“RESOLVED that pursuant to the provisions of section 148 and all other applicable provisions, if any, of the Companies Act, 2013, the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof, for the time being in force), the Cost Auditors appointed by the Board of Directors of the Company, to conduct the audit of the cost records of the Company for the financial year ending 31st March, 2017, be paid a remuneration as set out in the Explanatory Statement annexed to the notice of this Annual General Meeting.

RESOLVED FURTHER THAT the Board of Directors of the Company be and is hereby authorised to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

Raipur  
24th August, 2016

By Order of the Board  
For Sarda Energy & Minerals Limited  
Sd/-  
(Manish Sethi)  
Company Secretary

## Registered Office

Sarda Energy & Minerals Limited  
CIN: L27100MH1973PLC016617  
73-A, Central Avenue,  
Nagpur (M.H.) 440018  
Ph: +91-712-2722407; Fax: +91-712-2722107  
Email: cs@seml.co.in; URL: www.seml.co.in

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## Notes :

1. A member entitled to attend and vote at the Annual General Meeting (the “Meeting”) is entitled to appoint a proxy to attend and vote instead of himself and the proxy need not be a member of the Company. The instrument appointing the proxy should, however, be deposited at the registered office of the Company not less than forty-eight hours before the commencement of the Meeting. A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.
2. Corporate members intending to send their authorized representatives to attend the Meeting are requested to send to the Company a certified copy of the Board Resolution authorising their representative to attend and vote on their behalf at the Meeting.
3. Details under Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (SEBI Listing Regulations) in respect of the Directors seeking appointment/re-appointment at the Annual General Meeting are provided in the Corporate Governance Report forming part of the Annual Report. The Directors have furnished the requisite declarations for their appointment/re-appointment.
4. A Statement pursuant to Section 102(1) of the Companies Act, 2013, relating to the Special Business to be transacted at the Meeting is annexed hereto.
5. Members are requested to bring their attendance slip along with their copy of Annual Report to the Meeting.
6. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote.
7. Relevant documents referred to in the accompanying Notice and the Statement are open for inspection by the members at the Registered Office of the Company on all working days, except Saturdays, during business hours up to the date of the Meeting.

## NOTICE

8. The Company has transferred the unpaid or unclaimed dividends declared up to financial years 2007-08, from time to time on due dates to the Investor Education and Protection Fund (the IEPF) established by the Central Government. Pursuant to the provisions of Investor Education and Protection Fund (Uploading of information regarding unpaid and unclaimed amounts lying with companies) Rules, 2012, the Company has uploaded the details of unpaid and unclaimed amounts lying with the Company as on 28th September, 2015 (date of last Annual General Meeting) on the website of the Company ([www.seml.co.in](http://www.seml.co.in)), and also on the website of the Ministry of Corporate Affairs.
9. Members who hold shares in physical form in multiple folios in identical names or joint holding in the same order of names are requested to send the share certificates to Bigshare Services Private Limited, for consolidation into a single folio.
10. Members holding shares in physical form are requested to consider converting their holding to dematerialized form to eliminate all risks associated with physical shares and for ease of portfolio management. Members can contact the Company or Bigshare Services Private Limited for any assistance in this regard.
11. The Securities and Exchange Board of India (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 their PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN to the Company / Bigshare Services Private Limited.
12. Members who have not registered their e-mail addresses so far are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically. Members who hold shares in physical form are requested to inform their email-ids to Bigshare Services Private Limited the Registrar & Transfer Agent. However, members continue to have the option of receiving all communications in physical form free of cost, if they so elect.
13. The Notice of the AGM along with the Annual Report 2015-16 and e-voting instructions is being sent by electronic mode to those Members whose e-mail addresses are registered with the Company/Depositories, unless any Member has requested for a physical copy of the same. For Members who have not registered their e-mail addresses, physical copies are being sent by the permitted mode.
14. The voting rights of members shall be in proportion to their shares in the paid up equity share capital of the Company as on the cut-off date of 23rd September, 2016. Any person, who is not a shareholder as on the cut-off date, must treat the receipt of the Notice of Annual General Meeting and other documents only for the purpose of information.

### **Information and other instructions relating to e-voting are as under:**

1. In compliance with Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Secretarial Standard on General Meetings (SS2) issued by the Institute of Companies Secretaries of India, the Company is pleased to provide to its members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting by electronic means and the business may be transacted through e-voting services arranged by National Securities Depository Limited ("NSDL"). The Members may cast their votes using an electronic voting system from a place other than the venue of the Annual General Meeting ("remote e-voting"). Instructions for e-voting are given hereinbelow.
2. The facility for voting through electronic voting system or ballot paper shall be made available at the Annual General Meeting and the Members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right to vote at the meeting.
3. The Members who have cast their vote by remote e-voting prior to the Annual General Meeting may also attend the meeting but shall not be entitled to cast their vote again.

### **The process and manner for remote e-voting are as under:**

- A. In case a Member receives an e-mail from NSDL (for Members whose e-mail addresses are registered with the Company/ Depositories):

# NOTICE

- i. Open the e-mail and also open PDF file namely “SEML remote e-voting.pdf” with your Client ID or Folio No. as password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password.
  - ii. Open the internet browser and type the following URL: <https://www.evoting.nsdcl.com>
  - iii. Click on Shareholder – Login.
  - iv. If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.
  - v. If you are logging-in for the first time, please enter the user ID and password provided in the PDF file attached with the e-mail as initial password. Click Login.
  - vi. The Password Change Menu will appear on your screen. Change the password/PIN with new password of your choice, making sure that it contains a minimum of eight digits or characters or a combination of both. Please take utmost care to keep your password confidential.
  - vii. Once the remote e-voting home page opens, click on remote e-voting > Active e-Voting Cycles.
  - viii. Select “EVEN” (E-Voting Event Number) of Sarda Energy & Minerals Limited. Now you are ready for remote e-voting as Cast Vote page opens.
  - ix. Cast your vote by selecting appropriate option and click on “Submit” and also “Confirm” when prompted.
  - x. Upon confirmation, the message “Vote cast successfully” will be displayed.
  - xi. Once the vote on the resolution is cast, the Member shall not be allowed to change it subsequently.
  - xii. 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., together with attested specimen signature of the duly authorised signatory(ies) who are authorised to vote, to the Scrutinizer through e-mail to [kamal@sgkindia.net](mailto:kamal@sgkindia.net) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
- B. In case a Member receives physical copy of the Notice of Annual General Meeting (for Members whose e-mail addresses are not registered with the Company/Depositories or requesting physical copy):
- i. Initial password is provided in the enclosed Attendance Slip along with EVEN (E-voting Event Number), user ID and password.
  - ii. Please follow all steps from Sl. No. (ii) to Sl. No. (xii) as above in (A), to cast your vote.

## **Other Instructions :**

- i. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for members and remote e-voting user manual for members, available at the ‘downloads section’ of [www.evoting.nsdcl.com](http://www.evoting.nsdcl.com) or call on toll free no.: 1800-222-990.
- ii. The remote e-voting period commences on Monday, 26th September, 2016 (9.00 a.m. IST) and ends on Thursday, 29th September, 2016 (5.00 p.m. IST). During this period, Members of the Company, holding shares either in physical form or in dematerialised form, as on the cut-off date of Friday, 23rd September, 2016, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the Member, the member shall not be allowed to change it subsequently.
- iii. You can also update your mobile number and e-mail address in the user profile details of the folio which may be used for sending future communication(s).
- iv. The voting rights of Members shall be in proportion to their share of the paid up equity share capital of the Company as on the cut-off date of Friday, 23rd September, 2016 and as per the Register of Members of the Company.
- v. Any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the Notice of Annual General Meeting and holding shares as of the cut-off date, i.e., 23rd September, 2016,

## NOTICE

may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using “Forgot User Details/Password” option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

- vi. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of voting, either through remote e-voting or voting at the Annual General Meeting through e-voting or ballot paper.
- vii. Mr. Kamallesh Ojha of S.G. Kankani & Associates, Practicing Company Secretaries, has been appointed as the Scrutinizer to scrutinize the remote e-voting process as well as voting at the Annual General Meeting in a fair and transparent manner.
- viii. At the Annual General Meeting, at the end of the discussion of the resolutions on which voting is to be held, the Chairman shall with the assistance of the Scrutinizer order voting for all those members who are present but have not cast their vote electronically using the remote e-voting facility.
- ix. The Scrutinizer shall immediately after the conclusion of voting at the Annual General Meeting, first count the votes at the Annual General Meeting, thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and make not later than 48 hours of conclusion of the meeting, a consolidated Scrutinizer’s Report of the total votes cast in favour or against, if any, to the Chairman or a person authorised by him in writing who shall countersign the same.
- x. The Chairman or a person authorised by him in writing shall declare the result of voting forthwith.
- xi. The results declared along with the Scrutinizer’s Report shall be placed on the Company’s website [www.seml.co.in](http://www.seml.co.in) and on the website of NSDL [www.evoting.nsdl.com](http://www.evoting.nsdl.com) immediately after the result is declared by the Chairman or any other person authorised by the Chairman and the same shall be communicated to BSE Limited and National Stock Exchange of India Limited, where the shares of the Company are listed. The results shall also be displayed on the notice board at the Registered Office of the Company.

By Order of the Board  
For Sarda Energy & Minerals Limited

Sd/-  
(Manish Sethi)  
Company Secretary

Raipur  
24th August, 2016

**Registered Office**

Sarda Energy & Minerals Limited  
CIN: L27100MH1973PLC016617  
73-A, Central Avenue,  
Nagpur (M.H.) 440018  
Ph: +91-712-2722407; Fax: +91-712-2722107  
Email: [cs@seml.co.in](mailto:cs@seml.co.in); URL: [www.seml.co.in](http://www.seml.co.in)

# NOTICE

## Explanatory Statement

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

As required by section 102 of the Companies Act, 2013 (the "Act"), the following explanatory statement sets out all material facts relating to the business mentioned under Item Nos. 5 to 7 of the accompanying Notice :

### Item No.5 & 6

On the recommendation of the Nomination & Remuneration Committee, the Board of Directors of the Company in its meeting held on 27th May, 2016 appointed, subject to the approval of the members in the general meeting, Mr. Padam Kumar Jain, S/o Late Shri M.C. Jain as Wholetime Director of the Company for a period of five years w.e.f. 1st June, 2016, liable to retire by rotation. Mr. Padam Kumar Jain is a Fellow Member of the Institute of Chartered Accountants of India and an Associate Member of the Institute of Company Secretaries of India. Mr. Jain has an experience of nearly 30 years in the field of finance, accounting, Costing, Secretarial, taxation and corporate laws.

Mr. Jain is associated with the Company for more than 21 years and is heading the Finance and Accounts department for more than 19 years. He has worked as Company Secretary and CFO of the Company since 1997. In August 2014, he was appointed as Chief Financial Officer under the KMP Provisions of the Companies Act, 2013, responsible for all group financial, taxation and accounting matters and is posted at Raipur.

The Board has also given its consent for continuation of Mr. Padam Kumar Jain as Chief Financial Officer of the Company, in addition to the office of Wholetime Director. The Nomination & Remuneration Committee has approved the following terms and conditions for appointment of Mr. Padam Kumar Jain, which are subject to the approval of the members in the general meeting:

**Salary :** Such sum as may be approved by the Nomination & Remuneration Committee/Board of Directors within the scale of ₹ 1,00,000/- to ₹ 5,00,000/- p.m. The increment will be merit based and take into account the Company's performance.

**Performance Incentive :** Based on the previous year's performance of the Company, such amount and in such form, payable monthly or quarterly or in any other manner, as may be approved by the Nomination & Remuneration Committee subject to a maximum of ₹ 36,00,000/- p.a.

**Perquisites :** In addition to the basic salary, Mr. Padam Kumar Jain will be entitled to such perquisites in such form and manner as the Nomination & Remuneration Committee/Board of Directors of the Company may decide subject to the overall ceiling of 100% of the annual salary, including but not restricted to the following:

- a) Furnished accommodation/House Rent Allowance and/or House Maintenance Allowance with expenditure on gas, electricity, water and furnishings.
- b) Leave Travel Assistance for self and family
- c) Medical expenses and medical insurance for self and family
- d) Personal Accident Insurance
- e) Club Fees

and such other perquisites and allowance in accordance with the Rules of the Company or as may be agreed by the Nomination & Remuneration Committee / Board of Directors.

For the purpose of calculating the ceiling of 100% as mentioned above, perquisites shall be evaluated as per the Income Tax Rules, 1962, wherever applicable, and in the absence of any such Rules, perquisites shall be evaluated at actual cost.

Provision for use of Company's car and telephone at residence (including payment of local calls and long distance official calls) shall not be included in the computation of perquisites for the purposes of calculating such ceiling.

Company's contribution to Provident Fund and Superannuation or Annuity Fund to the extent these either singly or together are not taxable under the Income Tax Act, 1961, Gratuity payable, and encashment of leave at the end of the tenure shall not be included in the computation of limits for remuneration or perquisites as aforesaid.

# NOTICE

Note - 'Family' for the purpose shall mean the spouse, the dependent children and the dependent parents of Mr. Padam Kumar Jain.

**Commission :** Such sum by way of commission, in addition to salary, perquisites and allowances payable, calculated with reference to the net profits of the Company in a particular financial year, as may be determined by the Nomination & Remuneration Committee/Board of Directors of the Company at the end of each financial year, subject to the overall ceiling stipulated in the Companies Act, 2013.

**Minimum Remuneration :** Notwithstanding the above, where in any financial year during the currency of term of office of Mr. Padam Kumar Jain, the Company has made no profits or its profits are inadequate, the Company shall pay salary and perquisites and allowances (except commission) as specified above to Mr. Padam Kumar Jain.

**Compensation for loss of office :** In the event of loss of office of the Wholetime Director, he shall be paid compensation in the manner and to the extent permissible under the provisions of Section 202 of the Companies Act, 2013.

During his tenure, Mr. P. K. Jain, subject to the superintendence, control and direction of Chairman & Managing Director, shall perform such functions as may be conferred upon him by the Chairman & Managing Director or Board of Directors from time to time.

As required under the provisions of Section 160 of the Companies Act, 2013, the Company has received the requisite deposit from a member of the Company proposing the candidature of Mr. P.K. Jain for the office of director

Except Mr. Padam Kumar Jain and his relatives, no other Director/Key Managerial Personnel of the Company/their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at Item No.5 & 6 of the Notice.

The Board commends the Ordinary Resolutions set out at Item No.5 & 6 of the Notice for approval by the shareholders.

## Item No. 7

The Board, on the recommendation of the Audit Committee, has in its meeting held on 27th May, 2016, approved the appointment of M/s. S.N. & Co., Cost & Management Accountants, as the Cost Auditors to conduct the audit of the cost records of the Company for the financial year ending 31st March, 2017 at a remuneration of ₹ 1,50,000/- (Rupee one lac fifty thousand only) plus service tax plus reimbursement of out of pocket expenses.

In accordance with the provisions of Section 148 of the Act read with the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to the Cost Auditors has to be ratified by the shareholders of the Company.

Accordingly, consent of the members is sought by way of an Ordinary Resolution as set out at Item No. 7 of the Notice for ratification of the remuneration payable to the Cost Auditors for the financial year ending 31st March, 2017.

None of the Directors/Key Managerial Personnel of the Company/their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at Item No. 7 of the Notice.

The Board commends the Ordinary Resolution set out at Item No. 7 of the Notice for approval by the shareholders.

By Order of the Board  
For Sarda Energy & Minerals Limited  
Sd/-  
(Manish Sethi)  
Company Secretary

Raipur  
24th August, 2016

## Registered Office

Sarda Energy & Minerals Limited  
CIN: L27100MH1973PLC016617  
73-A, Central Avenue,  
Nagpur (M.H.) 440018  
Ph: +91-712-2722407; Fax: +91-712-2722107  
Email: cs@seml.co.in; URL: www.seml.co.in



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## Sarda Energy & Minerals Limited

CIN: L27100MH1973PLC016617

### Registered Office

73-A, Central Avenue, Nagpur (M.H.) 440018

Ph: +91-712-2722407; Fax: +91-712-2722107

Email: cs@seml.co.in; URL: www.seml.co.in

Form No. MGT-11

### Proxy form

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

CIN : L27100MH1973PLC016617

Name of the company : Sarda Energy & Minerals Limited

Registered office : 73-A, Central Avenue, Nagpur (M.H.) 440018

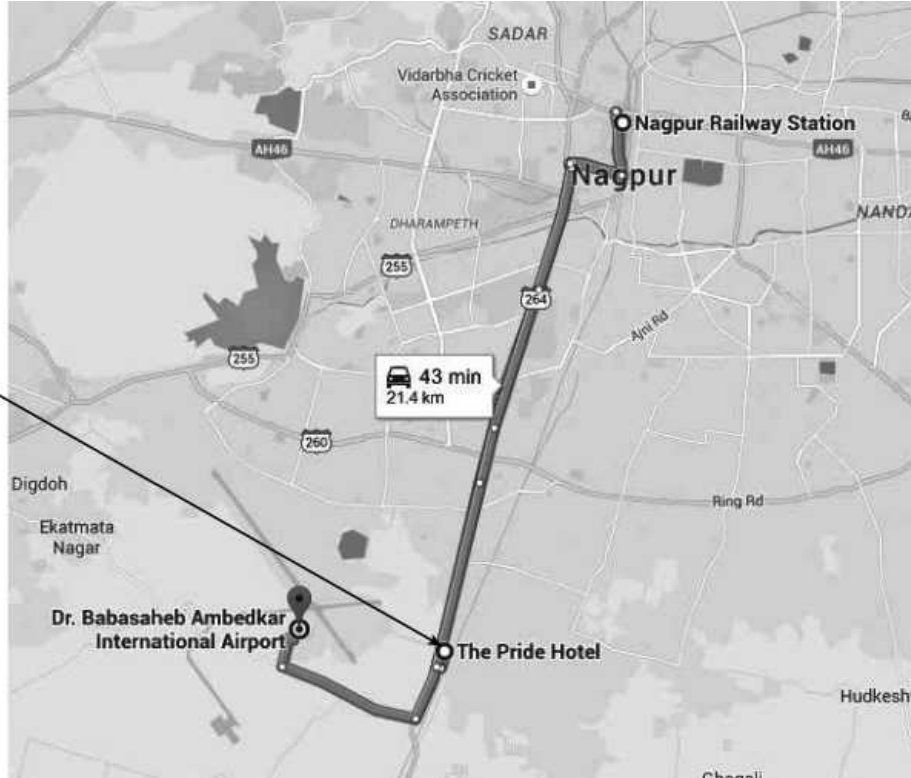
Name of Shareholder(s) :	
Registered Address :	
E-mail id :	
Folio No. / Client ID :	
DP ID :	

I/We, being the member (s) of Sarda Energy & Minerals Limited, shares of the above named Company, hereby appoint:

1. Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
E-mail id : \_\_\_\_\_  
Signature : \_\_\_\_\_, or failing him
2. Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
E-mail id : \_\_\_\_\_  
Signature : \_\_\_\_\_, or failing him
3. Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
E-mail id : \_\_\_\_\_  
Signature : \_\_\_\_\_

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 43rd Annual general meeting of the Company, to be held on Friday, the 30th day of September, 2016 at 11.30 a.m. at Hotel Pride, Wardha Road, Nagpur (M.H.) and at any adjournment thereof in respect of such resolutions as are indicated below:

Venue 43rd AGM



S.No.	Resolution	FOR	AGAINST
1	Adoption of standalone and consolidated financial statements of the Company including Report of Board of Directors and Auditors for the F.Y. 2015-16		
2	Consideration of payment of interim dividend on Equity Shares for the financial year ended 31st March, 2016		
3.	Re-appointment of Mrs. Uma Sarada as Director		
4.	Ratification of appointment of M/s. O.P. Singhania & Co., Chartered Accountants, as Statutory Auditors of the Company.		
5.	Appointment of Mr. P.K. Jain as Director		
6.	Appointment of Mr. P.K. Jain as Wholetime Director		
7.	Ratification of payment of remuneration to M/s. S.N. & Co., Cost & Management Accountants, as cost auditors of the Company		

Signed this ..... day of ..... 2016

Affix  
Revenue  
Stamp

Signature of shareholder/ Signature of Proxy holder(s)

- Notes**
1. This form should be signed across the stamp as per specimen signature registered with the Company.
  2. **This form of Proxy in order to be effective should be duly completed and deposited at the registered office of the Company, not less than 48 hours before the commencement of the meeting.**
  3. A proxy need not be a member of the Company.
  4. A person can act as proxy on behalf of members not exceeding fifty and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. A member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.
  5. Please put a (X) in the appropriate column against the resolutions indicated in the box.



## Sarda Energy & Minerals Limited

CIN: L27100MH1973PLC016617

### Registered Office

73-A, Central Avenue, Nagpur (M.H.) 440018

Ph: +91-712-2722407; Fax: +91-712-2722107

Email: cs@seml.co.in; URL: www.seml.co.in

### ATTENDANCE SLIP

(To be handed over at the entrance of the Meeting hall)

<b>Name of Shareholder</b>	
<b>Address</b>	
<b>Registered Folio No. / DP ID-Client ID</b>	
<b>No. of Shares</b>	

I hereby record my presence at the 43rd ANNUAL GENERAL MEETING of the Company, at Hotel Pride, Wardha Road, Nagpur (M.H.) to be held on Friday, 30th September, 2016 at 11.30 a.m. and at any adjournment thereof.

\_\_\_\_\_  
Member's/Proxy's signature

#### NOTES :

1. A member/proxy wishing to attend the meeting must complete this Attendance Slip and hand it over at the entrance duly signed.
2. If you intend to appoint a proxy, please complete the proxy form and deposit it at the Company's Registered Office at least 48 hours before the meeting.
3. If you are attending the meeting in person or by proxy please bring copy of notice and annual report for reference at the meeting.

-----XXXXXX-----

#### E-VOTING PARTICULARS

<b>EVEN</b> (E Voting Event Number)	<b>USER ID</b>	<b>PASSWORD</b>



## Sarda Energy & Minerals Limited

CIN: L27100MH1973PLC016617

### Registered Office

73-A, Central Avenue, Nagpur (M.H.) 440018

Ph: +91-712-2722407; Fax: +91-712-2722107

Email: cs@seml.co.in; URL: www.seml.co.in

## Bigshare Services Private Limited

E/2-3, Ansa Industrial Estate

Saki Vihar Road, Sakinaka

Andheri (East)

Mumbai – 400072

Dear Sirs,

### UPDATION OF SHAREHOLDER INFORMATION

Please fill-in the information in CAPITAL LETTERS in ENGLISH ONLY. Please TICK whichever is applicable

#### General Information

Folio no. / DP ID-Client ID	:
Name of first named shareholder	:
PAN*	:
CIN/Registration No.* (for corporate shareholders only)	:
Telephone No. (with STD Code)	:
Mobile No.	:
Email Id	:

\* Self attested copy of the document is enclosed

#### Bank Details

Bank Name	:
Branch Address	:
Branch Code	:
Account type (Savings/Current/Cash Credit)	:
Account No.*	:
MICR Code (9 digit)	:
IFSC (11 digit)	:

\* A blank cancelled cheque is enclosed to enable verification of bank details

I/We hereby declare that the particulars given above are correct and complete. If any transaction is delayed or not effected at all for reasons of incompleteness or incorrectness of information supplied as above, Sarda Energy & Minerals Limited and /or Bigshare Services Private Limited will not be held responsible. I/We undertake to inform any subsequent changes in the above particulars as and when changes take place.

Place :

Date :

Signature of Sole/First shareholder

Some reason in the initial rounds can also submit their application along with the required documents on or before the above mentioned date.

By order  
Managing Director,  
Maharashtra State Mining Corp. Ltd.

Sipna Sikshan Prakashan Mandal's  
**SIPNA COLLEGE OF ENGINEERING & TECHNOLOGY**  
SIPNA CAMPUS, IN FRONT OF NEMANI GODOWN, BADNERA ROAD, AMRAVATI  
www.sipnaengg.ac.in © 0721-2522341, 2522342, Fax: 0721-2522341

**ADMISSION TO DIRECT SECOND YEAR ENGINEERING / TECHNOLOGY FOR THE YEAR 2016-2017**

**AGAINST CAP VACANCY**

Applications are invited from eligible candidates for the admission to Direct Second Year of Four Year Degree Courses in Engineering /Technology, Against Probable CAP Vacancy for following courses as per the schedule mentioned below.

- COURSES OFFERED :**
1. Electronics & Telecommunication Engineering
  2. Computer Science & Engineering
  3. Instrumentation Engineering
  4. Information Technology
  5. Civil Engineering
  6. Mechanical Engineering

Sr.	ACTIVITY	SCHEDULE
1.	Issue & Submission of Application form by eligible candidates	06/09/2016 to 07/09/2016 From 10.30 AM to 05.30 PM
2.	Display of Merit List on College Notice Board	08/09/2016 at 04.00 PM
3.	Admission by counseling as per merit list.	09/09/2016 at 11.00AM Onward

Eligibility Criteria : As prescribed by DTE, Mumbai.  
Principal  
College of Engineering & Technology, Amravati

Government of India,  
Ministry of Road Transport & Highways  
Regional office, Guwahati  
(An ISO 9001-2008 Certified Ministry)  
House No. 7, 2<sup>nd</sup> Floor, Rajgarh Road,  
Chandmari, Guwahati-781003  
Ph: (0361) 2525943, Fax: (0361) 2464159  
Email: roghy2015@gmail.com

No. RW/GHT/TR/DAVP/2016 Dated, the 1<sup>st</sup> September, 2016  
The Ministry of Road Transport & Highways (MoRT&H), Govt. of India invites Bids for the National Highway works to be implemented through, PWD (NH), Tripura as mentioned below:

Sl. No.	Name of Work	Approx. value of work (Rs. in lakh)
1.	Strengthening including construction of paved shoulders from km. 284.00 to km 308.00 of Agartala-Churaibari section of NH-8 (Old NH-44) in the State of Tripura (Job No. 044-TR-2016-17/03)	3,853.20

**Note:-**

1. The Bidders must be registered in the e-tendering portal of MORT&H "https://morth.eproc.in" for participating in the bidding process. It is the responsibility of the Bidder to ensure that their ETS registration is valid (i.e. not expired) through the life cycle of the tender. The ETS registration is open to all registered contractors of Tripura PWD NH Wing. Contractors not registered with Tripura PWD, NH Wing may obtain permission from the Chief Engineer, PWD, (R&B), Tripura to register on the ETS.
2. Joint Ventures will not be permitted for the works.
3. Value of work is approximate and may differ in the Detail Bid Document for which no claim will be entertained.
4. For any other details and clarification, bidders may see the official website of PWD (NH Works), Tripura "https://morth.eproc.in" and may also contact the authority mentioned below during office hours.

The Superintending Engineer, NH Circle  
PWD (NH), P.N. Complex,  
Gurkhabasti, Agartala

Sd/-  
(Samiran Saha)  
Executive Engineer  
For Regional Officer (Civil), Guwahati  
M/o Road Transport & Highways  
davn 37108/11/0034/1617

(5:00 P.M.):  
The facility for voting through Ballot/Polling paper shall also be made available at the venue of the AGM. The members who have already cast their votes by remote E-voting prior to the meeting can attend the meeting but shall not be entitled to cast their vote again at the AGM.

For Rasoya Protiens Ltd.,  
Sd/-  
Sneha Shrivastava  
Company Secretary

Date : 03/09/2016  
Place : Nagpur

**SARDA SARDA ENERGY & MINERALS LIMITED**  
Regd. Office : 73-A, Central Avenue, Nagpur - 440 018 (M.H.)  
Ph: 0712-2722407 Fax: 0712-2722107  
url : www.seml.co.in email : cs@seml.co.in CIN: L27100MH1973PLC016617

**NOTICE**

Notice is hereby given that the 43rd Annual General Meeting [43rd AGM] of the members of Sarda Energy & Minerals Ltd. will be held on Friday, 30th September, 2016 at 11.30 a.m. at Hotel Pride, Opp. Airport, Wardha Road, Nagpur (M.H.) 440025, to transact the business as set out in the Notice of 43rd AGM. The despatch of Annual Report of the Company for the financial year 2015-16 containing, inter alia, the Notice convening the 43rd AGM, attendance slip & proxy form and the e-voting instructions has been completed on 3rd September, 2016 in the following manner:

- 1) electronically to the members who have registered their email ids
  - 2) by permitted mode to other members at their address registered with the Depository Participants/ Company.
- The AGM Notice, Annual Report and the process and manner of e-Voting is available on the website of the Company at <http://www.seml.co.in> and also at <https://www.evoting.nsdl.com>. Documents referred to in notice of 43rd AGM will be available for inspection by Members of the Company at the registered office of the Company between 11.00 a.m. and 1.00 p.m. on all working days upto the date of the 43rd AGM.

Pursuant to provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015; the Company is pleased to provide members facility to exercise their right to vote on the resolution proposed to be considered at the 43rd AGM by electronic means ("remote e-voting") and the business may be transacted through e-Voting services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL). The remote e-voting period commences on 26th September, 2016 at 9.00 a.m. and ends on 29th September, at 5.00 p.m. The remote e-voting shall be disabled thereafter.

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 of 23rd September, 2016. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the meeting through ballot paper. Any person who acquires shares of the Company and becomes member of the Company after 26th August, 2016, i.e. the date considered for dispatch of AGM Notice and holding shares as of the cut-off date i.e. 23rd September, 2016, may obtain the login ID and password by sending a request at [investor@bigshareonline.com](mailto:investor@bigshareonline.com) or [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). However, if the member is already registered with NSDL for remote e-voting then he can use his existing user ID and password for casting vote. If a person forgets his password, he can reset his password by using "Forgot User Details/Password" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

Members, who do not have access to e-voting facility, can cast their vote through Ballot Paper which will be made available at the AGM. A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM.

In case of any queries, Members may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the Downloads sections of <https://www.evoting.nsdl.com> or contact NSDL at the following toll free no.: 1800-222-990. For any queries/grievance relating to remote e-voting, members may contact:

Mr. Jibu John, Dy. General Manager,  
Bigshare Services Pvt. Ltd., E/2-3, Ansa Industrial Estate, Saki Vihar Road, Sakinaka Andheri (East) Mumbai 400072 Tel: +91-22 - 4043 0200 / 2847 5207  
Email: [jibu@bigshareonline.com](mailto:jibu@bigshareonline.com) or the Company Secretary of the Company at [cs@seml.co.in](mailto:cs@seml.co.in)

By the Order of the Board of Directors  
Sd/-  
(Manish Sethi)  
Company Secretary

Place : RAIPUR  
Date : 3rd September, 2016

NAGPUR

## शहर महानगरपालिका, चंद्रपूर

दिनांक:- ३१/०८/२०१६

### निविदा सूचना दुसरी वेळ

दारांकडून खालील कामांकरिता मोहरबंद निविदा टक्केवारी दराने मागविण्यात येत आहेत.

अंदाजपत्रकीय रक्कम	निविदेसोबत भरावयाची इसारा रक्कम	काम पूर्ण करण्याचा कालावधी	निविदा प्रपत्र किंमत	
कर कळकर ही परिया संजय चहादे चंद्रपूर येथे पी.व्ही.सी.	रु. २,६४,४३९/-	रु. ३,०००/-	३ महिने	रु. ५००/-
पासून ते पी. चौक ते नंबर यांचे पाईप लाईन	रु. २,७७,१८५/-	रु. ३,०००/-	३ महिने	रु. ५००/-
यांचे घरापर्यंत यांचे घरापासून ६, चंद्रपूर येथे टाकण्याचे काम.	रु. २,८०,१८२/-	रु. ३,०००/-	३ महिने	रु. ५००/-

पंजीबद्ध असणे आवश्यक आहे. ०२. कोरे निविदा प्रपत्राकरिता आवेदन कातांना विक्रीकर प्रमाणपत्र राजपत्रित अधिकाऱ्यांनी साक्षात्कृत केलेले असावे. तसेच सुट नोंदणे आवश्यक आहे. त्याशिवाय कोरे निविदा प्रपत्र देण्यात येणार नाही. ०३. तारीख १४/०९/२०१६ ला दु. ५.०० वाजेपर्यंत व भरलेली निविदा फॉर्म २०१६ ला दु. ४.०० वाजेपर्यंत. ०४. कोरे निविदा फॉर्म मिळण्याचे व भरलेले पत्र, चंद्रपूर शहर महानगरपालिका, चंद्रपूर. ०५. निविदा दोन लिफाफा पद्धतीने आत अटी व शर्तीनुसार राजपत्रित अधिकाऱ्याने प्रमाणित केलेले अद्यावत पंचायत क्रिकर क्लअरंस, बयाणा रक्कम १ वर्ष मुदतीचे टी.डी.आर./एफ.डी.आर. च्या म मा. आयुक्त, चंद्रपूर शहर महानगरपालिका, चंद्रपूर यांचे नावे असावे. ०६. च्या दिवशी सायंकाळी ५.०० वाजेपर्यंत उपस्थित कंत्राटदार अथवा यांचे ०७. निविदा स्वीकारणे अथवा कोणतीही किंवा सर्वच निविदा रद्द करण्याचे अधिकार काडे सुरक्षित आहेत. ०८. निविदेसंबंधी सविस्तर माहिती/अटी शर्ती करिता उपस्थित मार्क साधावा. ०९. सुरक्षा ठेवची रक्कम १० टक्के देयकातून कपात करण्यात येईल नून करण्यात येईल. १०. कोरी निविदा फॉर्म पोस्टाद्वारे पाठविण्यात येणार नाही. ११. मनपा पुरविणार नाही. १२.अनामत रक्कम रोखीने भरावयाची असल्यास दिनांक भरता येईल. १३. निधी उपलब्धतेनुसार बिलाचे भुगतान करण्यात येईल.

स्वा/-  
उपायुक्त,  
चंद्रपूर शहर महानगरपालिका, चंद्रपूर

Sipna Sikshan Prakashan Mandal's  
**SIPNA COLLEGE OF ENGINEERING & TECHNOLOGY**  
SIPNA CAMPUS, IN FRONT OF NEMANI GODOWN, BADNERA ROAD, AMRAVATI  
www.sipnaengg.ac.in (T: 0721-2522341, 2522342, Fax: 0721-2522341)  
**ADMISSION TO DIRECT SECOND YEAR ENGINEERING / TECHNOLOGY FOR THE YEAR 2016-2017**  
**AGAINST CAP VACANCY**

Applications are invited from eligible candidates for the admission to Direct Second Year of Four Year Degree Courses in Engineering Technology, Against Probable CAP Vacancy for following courses as per the schedule mentioned below.

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  - Computer Science & Engineering
  - Instrumentation Engineering
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  - Mechanical Engineering

ACTIVITY	SCHEDULE
Issue & Submission of Application form by eligible candidates	06/09/2016 to 07/09/2016 From 10.30 AM to 05.30 PM
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Admission by counseling as per merit list.	09/09/2016 at 11.00AM Onward

Eligibility Criteria : As prescribed by DTE, Mumbai.  
Principal  
College of Engineering & Technology, Amravati

**भारत संचार निगम लिमिटेड**  
भारत संचार निगम लिमिटेड  
विनिदा आमंत्रण सूचना  
निविदा क्र. कल्याण/एमएन-1/परिपहन निविदा/2016-17/5. दिनांक : 04.08.2016  
वरिष्ठ महाव्यवस्थापक टेलिकॉम, बीएसएनएल, कल्याण द्वारे कल्याण एसएसएच्या टेलिकॉम स्टोअरच्या परिपहनासाठी डिजिटली मोहरबंद ई-निविदा आमंत्रित करीत आहे, अधिक माहितीसाठी वेबसाइट [www.eprocure.gov.in](http://www.eprocure.gov.in) आणि [www.maharashtra.bsnl.co.in](http://www.maharashtra.bsnl.co.in) वर लॉग ऑन करा.  
साहायक महाव्यवस्थापक (एमएन)  
वरिष्ठ वीएनटी, कल्याण यांचे कार्यालय. टेलि. क्र. 0251-2315363  
नोंदणीकृत व कॉर्पोरेट कार्यालय : भारत संचार भवन, हरिचंद्र माधुर लेन, जनपथ, नवी दिल्ली - 110001 (CIN) : U74899DL2000GOI107739. संकेत स्थळ: [www.bsnl.co.in](http://www.bsnl.co.in)

**SARDA सारडा एनर्जी अॅन्ड मिनरल्स लिमिटेड**  
रजिस्टर ऑफिस : ७३-ए, सेन्ट्रल एव्हेन्यू, नागपूर - ४४० ०१८ (म.रा.)  
फोन : ०७९२-२७२४४०७ फॅक्स : ०७९२-२७२२९०७  
url : [www.semi.co.in](http://www.semi.co.in) email : [cs@semi.co.in](mailto:cs@semi.co.in) CIN : L27100MH1973PLC016617

**सूचना**  
या द्वारे सूचित करण्यात येते की सारडा एनर्जी अॅन्ड मिनरल्स लि. सदस्यांची ४३वी वार्षिक सर्वसाधारण सभा (४३वी AGM) शुक्रवार दि. ३० सप्टेंबर २०१६ रोजी सकाळी ११.३० वाजता हाटेल प्राईड, विमानतळासमोर, बर्धा रोड, नागपूर येथे घेण्यात येईल व यात ४३व्या वार्षिक सर्वसाधारण सभेच्या (AGM) सूचनेत नमूद केलेले कामकाज करण्यात येईल.  
२०१५-१६ या आर्थिक वर्षाच्या कंपनीच्या वार्षिक अहवालासोबत ४३व्या वार्षिक सर्वसाधारण सभेची (AGM) सूचना, इजेरी पावती, मुख्यालयपर तसेच ई-मतदानाबाबतच्या सूचना पाठविण्याचे काम दि. ३ सप्टेंबर, २०१६ रोजी खालील प्रमाणे पूर्ण करण्यात आले आहे.  
१) ज्या सदस्यांनी आपले ई-मेल आयडी नोंदविलेले आहेत त्यांना इलेक्ट्रॉनिक पध्दतीने  
२) इतर सदस्यांच्या कंपनी/डिपॉझिटरि पार्टिसिपण्टकडे असलेल्या पर्यावर सामान्य मंजूर पध्दतीने.  
वार्षिक अहवाल तसेच ई-मतदानाची प्रक्रिया पद्धत इ. चा तपशील कंपनीच्या <http://www.semi.co.in> तसेच <https://www.evoting.nsdl.com> या वेबसाईटवर उपलब्ध आहे. ४३व्या वार्षिक सर्वसाधारण सभेच्या (AGM) सूचनेत नमूद केलेली कागदपत्रे कंपनीच्या सदस्यांना पाहता यावी याकरिता कंपनीच्या नोंदणीकृत कार्यालयात ४३व्या वार्षिक सर्वसाधारण सभेच्या (AGM) दिनांकापर्यंत सर्व कामकाजाच्या दिवशी स. ११.०० ते दु. १.०० वाजेपर्यंत उपलब्ध असतील.  
कंपनी अधिनियम, २०१३ चे कलम १०८ सहायता वेळोवेळी सुधारित कन्यांचे (व्यवस्थापन आणि प्रशासन) नियम, २०१४ चा नियम २० आणि सेबी (लिस्टिंग ऑव्झिगेशन अँड डिस्क्लोजर रिक्झामेंट) रेग्युलेशन्स, २०१५ चे रेग्युलेशन ४४ च्या बाबतीत; अनुबंधाने कंपनीस ४३व्या वार्षिक सर्वसाधारण सभेत (AGM) च्या ठरावावर घ्याई होणार आहे. त्यावेळी मतदान करण्याचा हक्क आपल्या सदस्यांना बजावता यावा यासाठी इलेक्ट्रॉनिक पध्दतीने (दूरस्थ ई-मतदान) मतदानाची सुविधा उपलब्ध करून देतांना अतिशय आनंद होत असून तेथील कामकाज ई-मतदान सेवांद्वारे पार पाडणे जाणव्याची शक्यता आहे. वार्षिक सर्वसाधारण सभेच्या (AGM) स्थानाखेरीज इतर स्थानांमून सदस्यांना इलेक्ट्रॉनिक पध्दतीने मतदान करता यावे यासाठी नॅशनल सिव्ग्युरिटीज डिपॉझिटरि लिमिटेड (NSDL) द्वारे दूरस्थ ई-मतदानाची सुविधा उपलब्ध करून देण्यात येईल.  
दूरस्थ ई-मतदानाचा अख्यी दि. २६ सप्टेंबर, २०१६ रोजी स. ९.०० वाजता सुरू होईल व दि. २९ सप्टेंबर रोजी सायंकाळी ५.०० वा. संपेल. त्यानंतर दूरस्थ-ईमतदानाची सेवा खंडित करण्यात येईल.  
सदस्यांचे मतदान अधिकार शेवटच्या दिनांकास म्हणजेच दि. २३ सप्टेंबर २०१६ रोजी त्यांच्या कंपनीतील प्रवत भाग मांडवल्यानंतर प्रमाणात असतील. शेवटच्या दिनांकास ज्या व्यक्तीचे नाव सदस्य पुस्तिकेत नोंदविलेले असेल किंवा डिपॉझिटरिद्वारे राखल्या जाणाऱ्या लाभाप्यांच्या पुस्तिकेत असेल त्यांनाच दूरस्थ ई-मतदानाद्वारे तसेच सभेत मतदानाकरिता मत देण्याची सुविधा प्राप्त होईल. २६ ऑगस्ट २०१६ नंतर म्हणजेच वार्षिक सर्वसाधारण सभेची सूचना पाठविण्याच्या दिनांकांनंतर कंपनीचा सदस्य होणाऱ्या व शेवटच्या दिनांकास म्हणजेच दि. २३ सप्टेंबर २०१६ रोजी सभेच्या धारण करण्याच्या सदस्यांना [investor@bigshareonline.com](mailto:investor@bigshareonline.com) किंवा [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) येथे निवृत्ती करून लॉगइन आयडी व पासवर्ड प्राप्त करता येईल परंतु, जर त्या सदस्याची दूरस्थ ई-मतदानासाठी एनएसडील (NSDL) कडे नोंदणी असेल तर तो आपल्या विधमान यूजर आयडी व पासवर्डचा वापर मतदानासाठी करू शकतो. एखादी व्यक्ती आपला पासवर्ड विसरल्यास [www.evoting.nsdl.com](http://www.evoting.nsdl.com) वर उपलब्ध असलेला "Forgot User Details/Password" हा पर्याय वापरून आपला पासवर्ड पुन्हा तयार करू शकते.

ज्या सदस्यांना ई-मतदानाच्या सुविधेचा वापर करणे शक्य नाही ते वार्षिक सर्वसाधारण सभेत (AGM) उपलब्ध करून देण्यात येणाऱ्या मतपत्रिकांच्या योग्य मतदान करू शकतात.  
दूरस्थ ई-मतदानाद्वारे आपला मतदानाचा हक्क बजावल्यानंतरही सदस्य वार्षिक सर्वसाधारण सभेस उपस्थित राहू शकतात, परंतु त्यांना तेथे पुन्हा मतदान करता येणार नाही.  
काही प्रश्न असल्यास सदस्य <https://www.evoting.nsdl.com> च्या Downloads section मधील सदस्यांसाठी असलेले ई-मतदान user manual किंवा सदस्यांसाठी असलेले वारंवार विचारले जाणारे प्रश्न (Frequently Asked Questions (FAQs)) पाहू शकतात किंवा १८००-२२२-९९० या टोल फ्री क्रमांकावर NSDL शी संपर्क साहू शकतात. दूरस्थ ई-मतदानाबाबत काही प्रश्न/तक्रारी असल्यास सदस्यांनी यांचेही संपर्क साधावा.  
श्री जीवू जॉन, डेप्युटी जनरल मॅनेजर  
बीगशेअर सॉल्युशन्स प्रा.लि. ई.२-३, अंसा इन्डस्ट्रीयल इस्टेट, साकी विहार रोड, साकीनाका अंधेरी (इस्ट) मुंबई-४०००७२ टेली. : 91-22-4043 0200 / 2847 5207  
Email: [jibu@bigshareonline.com](mailto:jibu@bigshareonline.com) किंवा सेक्रेटरी ऑफ कंपनी येथे [cs@semi.co.in](mailto:cs@semi.co.in)  
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