

## **KALYANI INVESTMENT COMPANY LIMITED**

CIN : L65993PN2009PLC134196

Registered Office : Mundhwa, Pune – 411036

Phone : 020-66215000 Fax : 020-26821124

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### **Instructions for Voting through Electronic Means (e-Voting)**

- i) In compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide members facility to exercise their right to vote at the Fifth Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services provided by National Securities Depository Limited (NSDL).

The instructions for e-Voting are as under :

- A) Member receiving an e-mail from NSDL (for members whose e-mail IDs are registered with the Company / Depository Participant(s)) :
- a) Open e-mail and open PDF file viz. “kalyani-investment e-Voting.pdf” with your Client ID or Folio No. as password. The said PDF file contains your User ID and Password / PIN for e-Voting. Please note that the password is an initial password.
  - b) Launch internet browser by typing the URL : <https://www.evoting.nsdl.com>
  - c) Click on Member Login
  - d) In case you are already registered with NSDL for e-voting then you can use your existing user ID and password, else Put User ID and Password as initial Password / PIN noted in Step (a) above. Click Login.
  - e) Password change menu appears. Change the password / PIN with new password of your choice with minimum 8 digits / characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
  - f) Home page of e-Voting opens. Click on e-Voting : Active Voting Cycles.
  - g) Select e-Voting Event Number (“EVEN”) of Kalyani Investment Company Limited.
  - h) Now you are ready for e-Voting as Cast Vote page opens.
  - i) Cast your vote by selecting appropriate option and click on “Submit” and also “Confirm” when prompted.
  - j) Upon confirmation, the message “Vote cast successfully” will be displayed.
  - k) Once you have voted on the resolution, you will not be allowed to modify your vote.

- l) 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 authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mail to [evoting@kalyani-investment.com](mailto:evoting@kalyani-investment.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)
- B) Member receiving physical copy of the Notice of AGM (for members whose e-mail IDs are not registered with the Company / Depository Participant(s) or members requesting physical copy) :
- a) Initial password is provided as below at the bottom of the Attendance Slip for the AGM :
- |                                |         |          |
|--------------------------------|---------|----------|
| e-Voting Event Number ("EVEN") | User ID | Password |
|--------------------------------|---------|----------|
- b) Please follow all steps from Serial No.A(b) to Serial No.A(l) above, to cast vote.
- ii) 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 Downloads sections of [www.evoting.nsdl.com](http://www.evoting.nsdl.com)
- iii) If you are already registered with NSDL for e-Voting, then you can use your existing User ID and Password for casting your vote.
- iv) You can also update your mobile number and e-mail Id in the user profile details of the folio which may be used for sending future communication(s).
- v) The e-Voting commences on Thursday, 28th August, 2014 (9.00 a.m.) and ends on Saturday, 30th August, 2014 (6.00 p.m.). During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on cut-off date (Record Date) of 18th July, 2014, may cast their vote electronically. The e-Voting module shall be disabled by NSDL for voting thereafter. Once the vote is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
- vi) The voting rights of shareholders shall be in proportion to shares held by them as on the cut-off (Record Date) of 18th July, 2014.
- vii) Mr.S.V. Deulkar, of S.V. Deulkar & Co, Company Secretaries (Membership No. FCS 1321 & CP No. 965) has been appointed as the Scrutinizer to scrutinize the e-Voting process in a fair and transparent manner.
- viii) The Scrutinizer shall within a period not exceeding three (3) working days from the conclusion of the e-Voting period unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and submit a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company.

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