

POSTAL BALLOT FORM

(To be returned to Scrutinizer appointed by the Company)

Postal Ballot Form No. :

1. Name & Registered Address of the sole / :
first named member
(In block letters)

2. Name (s) of the Joint holder(s), if any :

3. Registered folio No./Client ID No. :

4. Number of Equity Shares held :

I / we hereby exercise my/ our vote in respect of 'Resolutions' to be passed through postal ballot for the special business stated in the postal ballot notice dated January 10, 2019 of the Company by sending my/ our assent (FOR) or dissent (AGAINST) to the said resolutions by placing a tick mark (✓) in the appropriate box below:

Item No	Description of the Resolution	I/We assent to the Resolution	I/We dissent to the Resolution
1.	Ordinary Resolution: Appointment of M/s. A. Ramachandra Rao & Co., Chartered Accountants, as Statutory Auditors to fill up the casual vacancy, caused due to resignation of M/s. V. G. Rao & Associates, Chartered Accountants.		
2.	Special Resolution: Approval to continue the appointment and employment of Mr. Sri Rama Moorthy Mangalampally (DIN 02061810) for holding the office of Whole Time Director of the Company upon attaining the age of 70 (Seventy) years.		

Place:

Date:

Signature of the Member of Authorised Signatory

Note: Please read the instructions printed overleaf and the notes forming part of the Postal Ballot Notice carefully before exercising to vote.

INSTRUCTIONS

1. GENERAL INFORMATION

- a) There will be one Postal Ballot Form for every Client ID No. / Folio No., irrespective of the number of joint holders.
- b) Members to cast their votes by Postal Ballot within 30 days from the date of completion of dispatch of notice.
- c) Voting rights in the Postal Ballot cannot be exercised by a proxy.

2. PROCESS OF VOTING BY POSTAL BALLOT

- a) Member(s) desiring to cast their vote by Postal Ballot should complete and sign this Postal Ballot Form and send it directly to the Scrutinizer appointed by the Board of Directors of the Company, Mr. Naresh Kumar Chanda (ICSI Membership No. F-6092, CP No: 8153) Company Secretary in Practice, in the enclosed self-addressed pre paid postage business reply envelope. Postal Ballot Forms deposited in person or sent by post or courier at the expense of the Member will also be accepted.
- b) In case of joint holding, this Postal Ballot Form should be completed and signed by the first named Member and in his absence by the next named Member.
- c) In respect of shares held by corporate and institutional shareholders (companies, trusts, societies, etc.), the completed Postal Ballot Form should be accompanied by a certified copy of the relevant board resolution / appropriate authorization, with the specimen signature(s) of the authorized signatory (ies) duly attested.
- d) Voting Rights shall be reckoned on the paid up value of shares registered in the name of share holders as on cut-off date i.e. January 4, 2019.
- e) The signature of the Member on this Postal Ballot Form should be as per the specimen signature furnished by National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited (CDSL) or registered with the Company.
- f) 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.
- g) There will be only one Postal Ballot Form for every folio irrespective of the number of joint Member(s).
- h) Members are entitled to cast their votes differently i.e. all the votes either in favour or against.
- i) Completed Postal Ballot Forms should reach the Scrutinizer not later than 5.00 p.m. on Monday, February 11, 2019. Postal Ballot Forms received after this date will be considered invalid.
- j) Postal Ballot Forms which are incomplete or unsigned or defective in any manner are liable to be rejected. The Scrutinizer's decision in this regard shall be final and binding.
- k) Members are requested to fill the Postal Ballot Form in indelible ink and not in any erasable writing mode.
- l) A member may request for a duplicate Postal Ballot Form, if so required. However, the duly completed duplicate Postal Ballot Form should reach the Scrutinizer not later than the date and time specified in Point (i) above
- m) Members are requested not to send any paper (other than the resolution/authority as mentioned under point 2c above) along with the Postal Ballot Form in the enclosed self-addressed pre-paid postage business reply envelope as all such envelopes will be sent to the Scrutinizer and if any extraneous paper is found in such envelope the same would not be considered and would be destroyed by the Scrutinizer.
- n) The Result of the Postal Ballot shall be announced on or before February 13, 2019 at the registered office of the company and the same will be posted on the website of the Company along with the scrutinizer's report at www.ssidcon.org
- o) The Scrutinizer's decision on the validity of the postal ballot will be final.

- 3. Address for correspondence of any query in relation to the resolutions proposed to be passed by postal ballot: Ms. Payal Nirmal Jain, Company Secretary and Compliance Officer, Flat No. 15, Jabbar Building, Begumpet, Hyderabad- 500 016, Telangana, Ph: 040 27766312. E-mail- compliance@ssidcon.org.

AS PER SECRETARIAL STANDARD ON GENERAL MEETINGS (SS-2), INSTANCES IN WHICH THE POSTAL BALLOT FORM SHALL BE TREATED AS INVALID INCLUDE THE FOLLOWING:

- a) A form other than one issued by the company has been used;
- b) It has not been signed by or on behalf of the Member;
- c) Signature on the postal ballot form doesn't match the specimen signatures with the company;
- d) It is not possible to determine without any doubt the assent or dissent of the Member;
- e) Neither assent nor dissent is mentioned;
- f) Any competent authority has given directions in writing to the company to freeze the Voting Rights of the Member;
- g) The envelope containing the postal ballot form is received after the last date prescribed;
- h) The postal ballot form, signed in a representative capacity, is not accompanied by a certified copy of the relevant specific authority;
- i) It is received from a Member who is in arrears of payment of calls;
- j) It is defaced or mutilated in such a way that its identity as a genuine form cannot be established;
- k) Member has made any amendment to the Resolution or imposed any condition while exercising his vote.