

# AMINES & PLASTICIZERS LIMITED

**Regd. Office:** Poal and Enclave, C/o. Pranati Builders Pvt. Ltd. Principal J.B. Road, Chenikuthi Guwahati, Assam - 781 003.

**Corp. Office:** 'D' Building, 6<sup>th</sup> Floor, Shivsagar Estate, Dr. Annie Besant Road, Worli, Mumbai - 400 018.

Tel No: 022 2493 5282/87 • Fax: 2493 8162

**CIN: L24229AS1973PLC001446 • Website: [www.amines.com](http://www.amines.com)**



## NOTICE

Dear Member(s),

### (Notice pursuant to Section 110 of the Companies Act, 2013)

As per Section 110 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Management & Administration) Rules, 2014, the members' consent for the matters set out below can be obtained by means of voting by postal ballot/e-voting. Accordingly, the said resolutions and the explanatory statement pursuant to Section 102 of the Companies Act, 2013 are appended below and a Postal Ballot Form is enclosed for your consideration. The Company has appointed Ms. Suman Makhija of M/s S.K. Makhija & Associates, Practicing Company Secretary (CP No. 13322) as Scrutinizer for conducting the postal ballot process in a fair and transparent manner.

You are requested to carefully read the instructions printed in the Postal Ballot Form and return the form duly completed in the attached self addressed, postage prepaid envelope, so as to reach the Scrutinizer on or before the close of working hours on the 25<sup>th</sup> August, 2014. The Ballot Form received after the said date will be treated as not to have been received. The Scrutinizer will submit her report to the Chairman after completion of the scrutiny and the result of the voting by postal ballot will be declared on 26<sup>th</sup> August, 2014 at 4.00 p.m. at the Company's corporate office at Mumbai.

The date of declaration of the result shall be deemed to be the date of passing of the said resolutions.

### **SPECIAL RESOLUTIONS:**

To consider and if thought fit, to pass following resolution as a Special Resolution:

#### **1. Borrowing power of the Board:**

**"RESOLVED THAT** in supersession of the Ordinary Resolution passed by the Shareholders by means of Postal Ballot on 03rd October, 2013 under Section 293(1) (d) of the Companies Act, 1956 and pursuant to Section 180(1)(c) and other applicable provisions, if any, of the Companies Act, 2013, (including any statutory modifications or re-enactment thereof for the time being in force) and subject to such other approvals, sanctions and permissions as may be necessary consent of the Company be and is hereby accorded to the Board of Directors of the Company to borrow such sum or sums of monies in any manner or form from time to time as may be required for the purpose of business of the Company, with or without security, in Indian or in any other currency

and upon such terms and conditions as they may think fit, from any one or more of the Company's Bankers and/or from any one or more other persons, firms, body corporate, or financial institutions whether by way of cash credit, advance or deposit, loans, bill discounting, hundi, promissory notes, Commercial paper and any other instrument issued in accordance with the guidelines or notifications issued by the Reserve Bank of India, External Commercial Borrowings or otherwise notwithstanding that monies to be borrowed together with the moneys already borrowed by the Company (apart from temporary loans obtained or to be obtained from the Company's bankers in the ordinary course of business) may exceed the aggregate of the paid-up capital of the Company and its free reserves that is to say, reserves not set apart for any specific purpose, provided that the total amount so borrowed by the Board and outstanding at any time, shall not exceed ₹ 150 Crores (Rupees One Hundred and Fifty Crores Only) excluding interest thereon.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorized to approach Bankers/ financial institutions /corporates bodies/ other persons, appoint agencies and to finalise and execute agreements, documents, papers and to do all such acts, deeds, things and matters as may be necessary to give effect to the above resolution and to settle, resolve any matter or difficulty or doubt in relation thereto or otherwise considered necessary or appropriate by the Board.”

## **2. Creation of the Charge and/or Mortgage:**

To consider and if thought fit, to pass following resolution as a Special Resolution:

“**RESOLVED THAT** in supersession of the Ordinary Resolution passed by the Shareholders by means of Postal Ballot on 03rd October. 2013 under Section 293(1) (a) of the Companies Act, 1956 and pursuant to Section 180(1)(a) and other applicable provisions, if any (including any statutory modifications or re-enactment thereof for the time being in force) and subject to such other approvals, sanctions and permissions as may be necessary consent of the Company be and is hereby accorded to the Board of Directors of the Company for mortgaging and / or charging all or any of the immovable and movable properties of the Company, present and future and / or the whole or substantially the whole of the undertaking or undertakings of the Company on such terms and conditions and at such time or times and in such form or manner as the Board may think fit in favour of Bank(s)/Financial Institution(s)/Corporates/Debenture Trustees/other Lenders and / or consents as may be necessary to secure various facilities granted or to be granted to the Company from time to time under one or more sanctions together with interest at agreed rate, additional interest, commitment charges, premium on pre-payment or on redemption, liquidated damages, costs, charges or expenses and all other moneys payable by the Company to Bank(s) and / or Financial Institution(s)/ Lenders in terms of the respective loan agreement(s), hypothecation agreement(s), letter(s) of sanction, memorandum of terms and conditions entered into or to be entered into by the Company in respect of the said facilities.

**RESOLVED FURTHER THAT** the charge and / or mortgage to be created by the Company as aforesaid may have such ranking for priority or otherwise as the Board of Directors of the Company may decide and as may be agreed to by the concerned Bank(s) and / or Financial Institution(s) / Lenders.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorized to finalise and execute agreements, documents, papers and to do all such acts, deeds, things and matters as may be necessary to give effect to the above resolution and to settle, resolve any matter or difficulty or doubt in relation thereto or otherwise considered necessary or appropriate by the Board.”

**3. Power to make Investment, Loans, Guarantees or provide Security:**

To consider and if thought fit, to pass following resolution as a Special Resolution:

**“RESOLVED THAT** pursuant to Section 186 and other applicable provisions if any, of the Companies Act, 2013 and rules made thereunder (including any statutory modification or re-enactment thereof, for time being in force) and subject to such other consent(s) approval(s) and /or permission(s) as may be necessary, the approval and consent of the Company be and is hereby accorded to the Board of Directors of the Company to:

- i. Invest/acquire from time to time by way of subscription, purchase, conversion, acquisition or otherwise equity shares, preference shares, debentures, warrants (whether convertible or non-convertible) or any other financial instruments of any body corporate, whether subsidiary or not to the extent of following limits notwithstanding that such investments together with the Company’s existing investments in all other bodies corporate are in excess of the limit prescribed under Section 186(2) of the Companies Act, 2013:-

<b>Particulars</b>	<b>Additional Limits not exceeding ₹ (In Crores)</b>
Subsidiary Companies	5.00
Other bodies corporate	5.00
<b>TOTAL</b>	<b>10.00</b>

- ii. Make/give from time to time any loan or loans to any body corporate, whether subsidiary or not, to the extent of following limits notwithstanding that such loans together with the Company’s existing loan(s) to all other bodies corporate are in excess of the limit prescribed under Section 186(2) of the Companies Act, 2013:-

<b>Particulars</b>	<b>Additional Limits not exceeding ₹ (In Crores)</b>
Subsidiary Companies	20.00
Other bodies corporate	10.00
<b>TOTAL</b>	<b>30.00</b>

- iii. Give from time to time any guarantee(s) and/or provide any security in connection with any loans made to any body corporate or person(s), whether subsidiary or not, to the extent of following limit notwithstanding that such guarantee(s) or security together with the Company’s existing guarantees already given or securities already

provided to all other bodies corporate are in excess of the limit prescribed under Section 186(2) of the Companies Act, 2013:-

<b>Particulars</b>	<b>Additional Limits not exceeding ₹ (In Crores)</b>
Subsidiary Companies	20.00
Other bodies corporate	10.00
<b>TOTAL</b>	<b>30.00</b>

**RESOLVED FURTHER THAT** for the purpose of giving effect to the above resolution, the Board of Directors (which term shall be deemed to include any Committee thereof) be and is hereby authorized to agree, make, accept and finalize all such terms, condition(s), modification(s) and alteration(s) as it may deem fit, including the terms and conditions within the above limit upto which such investments in securities/loans/guarantees that may be made or given, as may be determined by the Board of Directors, including the power to transfer/dispose of the investments so made, from time to time and Board of Directors is also hereby authorized to resolve and settle all questions, difficulties or doubts that may arise in regard to such investments and to finalize and execute all agreements, documents and writing and to do all acts, deeds and things in this connection and incidental as the Board of Directors in its absolute discretion may deem fit without being required to seek any further consent or approval of the members or otherwise to the end and intent that they shall be deemed to have been given approval thereto expressly by the authority of this resolution.”

#### **4. Amendment to Articles of Association:**

To consider and if thought fit, to pass following resolution as a Special Resolution:

“**RESOLVED THAT** pursuant to Section 14 and other applicable provisions if any, of the Companies Act, 2013 and rules made there under including any modification or re-enactment thereof for the time being in force, and subject to approval, permission and sanctions from the appropriate authority, if any, the Articles of Association of the Company be and are hereby altered in the manner set out herein below:

**i. The following Article be inserted as Article no. 64(A) after the existing Article No. 64:**

A member may exercise his/her vote for the resolution proposed at the meeting by electronic means in accordance with Section 108 and other applicable provisions of the Companies Act, 2013.

**ii. The following Article be inserted as Article no. 83(3) after the existing Article No. 83(2):**

The Chairman of the Board of the Company may also be appointed and act as the Managing Director or Chief Executive Officer of the Company at the same time.

**iii. The following Article be inserted as Article no. 94(A) after the existing Article No. 94:**

Notwithstanding anything contained in Article No. 94, the Director(s) of the Company may participate in the meeting of the Board through Video Conference facility and/

or any other permissible electronic or communication facility, provided that such participation by the directors at meeting(s) of the Board through Video Conference Facility and/or use any other permissible electronic or communication facilities shall be subject to the compliance of the Rules, Guideline and permission issued/ laid down by the Regulatory/ Statutory Authorities in this regards from time to time and the meeting(s) so conducted and attended by the Directors in the prescribed manner shall be deemed to have been conducted and attended at a duly convened meeting of the Board.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and is hereby authorised to do all such acts, deeds, things and matters as may be necessary, expedient and desirable to give effect to this resolution.”

Date : 16.07.2014

Place : Mumbai

By Order of the Board

For **Amines & Plasticizers Ltd.**

**Ajay Puranik**

*Sr. Vice President (Corporate Affairs)  
& Company Secretary*

**NOTES:**

1. An explanatory statement pursuant to Section 102 of the Companies Act, 2013 ('Act') setting out the material facts and reasons for the proposed Special Resolutions at the Item No. 1 to 4 above, are appended herein below along with Postal Ballot Form for your consideration.
2. The Notice is being sent to all the Members, whose names appear in the Register of Members/list of Beneficial Owners as received from National Securities Depository Limited (“**NDSL**”) and Central Depository Services (India) Limited (“**CDSL**”) as on Friday, 18<sup>th</sup> July, 2014.
3. In compliance with the provisions of Section 108 and 110 and other applicable provisions of the Act, read with the Companies (Management and Administration) Rules, 2014 ('Rules') and the Listing Agreement entered into with the Stock Exchange, the Company is pleased to offer e-voting facility as an option to all the Members of the Company. The Company has entered into an agreement with CSDL for facilitating e-voting to enable the Members to cast their votes electronically instead of dispatching Form. E-voting is optional.
4. As per Section 110 of the Act, read with Rule 22 of the Rules, Notice of Postal Ballot may be served on the Members through electronic means. Members who have registered their e-mail IDS with depositories or with the Company are being sent this Notice of Postal Ballot by e-mail and the members who have not registered their email IDs will receive Notice of Postal Ballot along with physical form through Registered post/courier.

**EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013, SETTING OUT MATERIAL FACTS RELATING TO THE AFORESAID RESOLUTIONS:**

1. The growth of Company's operations in size and scale and in view of the additional requirements of the funds for business of the Company, your directors feel that the borrowing limit should be ₹ 150 Crores. For borrowing moneys in excess of aggregate of paid-up share capital and free reserves of the Company, the permission of the Shareholders is necessary under Section 180(1)(c) of the Companies Act, 2013 by a Special Resolution. Earlier, the Company had sought permission from the members under Section 293 (1)(d) of the Companies Act, 1956 by an ordinary resolution on October 3, 2013 through Postal Ballot. This had enabled the Company to borrow money upto ₹ 150 Crores (Rupees One Hundred and Fifty Crores Only) excluding the interest thereon.

In compliance of the provisions of Section 180(1)(c) of the Companies Act, 2013 which is in force now, your directors propose a Special resolution at item No. 1 of the Notice for the consent of its members enabling the Company to borrow monies upto ₹ 150 Crores (Rupees One Hundred and Fifty Crores Only) excluding the interest thereon.

None of the Directors and/or Key Managerial Personnel of the Company and their relatives are in any way concerned or interested in the said resolution.

Your Directors recommend the resolution for your approval.

2. As per Section 180(1)(a) of the Companies Act, 2013 a Company needs to obtain consent of the shareholders by Special Resolution to mortgage/create charge on the moveable and/or immovable properties/assets of the Company. Borrowings and other such credit facilities availed or to be availed by the Company are required to be secured by mortgaging and / or charging the immovable and movable properties of the Company and/ or the whole or substantially the whole of the undertaking(s) of the Company, present and future, as may be necessary.

The Company through Postal Ballot process on October 3, 2013 had sought permission from its members for creating charge and/or mortgage on any of its moveable or immovable properties for an amount not exceeding ₹ 150 Crores (Rupees One Hundred and Fifty Crores Only) excluding interest thereon.

In compliance of the provisions of Section 180(1)(a) of the Companies Act, 2013 which is in force now, your directors propose a Special resolution at item No. 2 of the Notice seeking consent from its members to authorize the Board of Directors to create charge and/ or mortgage on moveable or immovable properties of the Company upto ₹ 150 Crores (Rupees One Hundred and Fifty Crores Only) excluding the interest thereon.

None of the Directors and/or Key Managerial Personnel of the Company and their relatives are in any way concerned or interested in the said resolution.

Your Directors recommend the resolution for your approval.

3. As per the provisions of Section 186 of the Companies Act, 2013, the Board of Directors of a Company can make any loans, investment or give guarantee or provide any security

beyond the prescribed ceiling as provided therein, if Special Resolution is passed by the shareholders of the lending/investing Company.

The Company has in the course of its business formed or proposes to form various subsidiaries wherein, the Company is holding or may hold shares, either directly or through its other subsidiaries. Such companies require support from the Company from time to time in the form of infusion of fund into their business for the expansion activities as well as for business operations. With a view to meet the fund requirements of some of the subsidiaries, the Company proposes to provide assistance in form of direct loans or extension of guarantees or provision of securities for loans from other parties or investment into the subsidiaries of the said companies as and when required.

The increasing business operations and future growth plans of the Company may necessitate making further investments in/ providing loans to or giving guarantee to or providing security to these subsidiaries/other body corporate(s) including associates companies over a period of time in the future.

The proposed resolution is enabling in nature for any further loan/investment/guarantee/ security, if any made or given to subsidiaries/ bodies corporate as per the provisions of the Companies Act, 2013. Hence, prior approval of the members of the Company is sought for exercising these powers by the Board.

None of the Directors and/or Key Managerial Personnel of the Company and their relatives is in any way concerned or interested in the said resolution.

Your Directors recommend the resolution for your approval.

4. The Companies Act, 2013 contains several new provisions which facilitates better participation of management and members in the affairs of the Company and ensures good Corporate Governance. The Articles of Association of the Company are required to incorporate such provisions to comply with the new provisions of the law. The Company is proposing to amend its Articles of Association by inserting new provisions as per the new Act as proposed at item no. 4 of the Notice.
  - i. **Article No 64(A):** Section 108 of the Companies Act, 2013 provides that a member may exercise his/her vote through electronic means. In order to provide such facility to the members of the Company, the said new article is being inserted in the Articles of Association of the Company.
  - ii. **Article No 83(3):** As per Section 203 of the Companies Act, 2013, an individual cannot be appointed or reappointed as the Chairperson of the Company as well as the Managing Director or Chief Executive Officer of the Company at the same time unless authorized by the Articles of Association of the Company. This insertion enables the appointment of the Managing Director as the Chairperson of the Company.
  - iii. **Articles No.94 (A):** As per Section 173 of the Companies Act, 2013 and rules framed thereunder a director can participate in the Board meeting through video conferencing and other audio visual modes. The rules further provides that the notice for the meeting of Board of Directors should provide the option of attending

the meeting of Board by the said available modes. The Articles of Association of the Company are proposed to be amended to enable directors of the Company to attend the Board Meeting through electronic means.

None of the Directors and/or Key Managerial Personnel of the Company and their relatives are in any way concerned or interested in the said resolution.

Your Directors recommend the resolution for your approval.

Date : 16.07.2014

Place : Mumbai

By Order of the Board

For **Amines & Plasticizers Ltd.**

**Ajay Puranik**

*Sr. Vice President (Corporate Affairs)  
& Company Secretary*

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# Amines & Plasticizers Limited

Reg. Office: Poal and Enclave, C/o. Pranati Builders Pvt. Ltd. Principal J.B. Road, Chenikuthi Guwahati, Assam 781 003.

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Tel No: 022 2493 5282/87, Fax: 2493 8162, CIN: L24229AS1973PLC001446, Website: www.amines.com

## POSTAL BALLOT FORM

SERIAL NO.

1. Name(s) of Shareholder(s)  
(including Joint Holders, if any) :

2. Registered address of the sole/  
First named Shareholder :

3. Registered Folio No./  
DP ID No. and Client ID No.\*  
(\* in case of shares held in demat form) :

4. Number of Shares held :

5. I/We hereby exercise my/our vote in respect of Special Resolutions to be passed through postal ballot for the business stated in the Notice of the Company dated 16<sup>th</sup> July, 2014 by sending my/our assent or dissent to the said resolution, by placing the tick (✓) mark in the appropriate box below :

Item No.	Brief particulars of the item	No. of Shares	I/We assent to the resolution (FOR)	I/We assent to the resolution (AGAINST)
1.	Special Resolution under Section 180(1)(c) of the Companies Act, 2013 for borrowing upto Rs. 150 Crores.			
2.	Special Resolution under Section 180(1)(a) of the Companies Act, 2013 for creation of charge, pledge, mortgage and provide security.			
3.	Special Resolution under Section 186 (2) of the Companies Act, 2013 for making investment, giving loans, guarantee and providing security.			
4.	Special Resolution for alteration in Articles of Association			

Place:

Date:

Signature of the Shareholder

### ELECTORNIC VOTING PARTICULARS

EVSN	USER ID	PASSWORD

**Notes:**

1. Last date for receipt of Postal Ballot Form by Scrutinizer is 25<sup>th</sup> August, 2014
2. Please read the instruction printed over leaf carefully before completing form.

### INSTRUCTIONS

1. The votes should be cast either in favour or against by putting (✓) mark in the column provided for assent (FOR) or dissent (AGAINST). Postal ballot form bearing (✓) in both the column will render it invalid.
2. A member can opt for only one mode of voting through Postal Ballot Form or through e-voting. In case you are opting for voting by Postal Ballot, then please do not cast your vote by e-voting and vice-versa. In case Members cast their votes both by Postal Ballot and e-voting, the votes cast through e-voting shall prevail and the votes cast through Postal Ballot Form shall be considered invalid
3. A member desiring to vote by postal ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the attached self addressed envelope. Postage will be borne and paid by the Company. However, envelopes containing Postal Ballots, if sent by courier at the expense of the Registered Shareholder will also be accepted.
4. The self addressed envelope bears the address of the scrutinizer appointed by the Board of Directors of the Company.
5. This Postal Ballot Form should be completed and signed by the Shareholder as per the specimen signature registered with the Company. In case of joint holding this form should be completed and signed (as per the specimen signature registered with the Company) by the first named Shareholder and in her/his absence, by the next named Shareholder.
6. Incomplete/ Unsigned Postal Ballot forms will be rejected.
7. Duly completed Postal Ballot Form should reach to the Scrutinizer not later than the close of working hours on 25<sup>th</sup> August, 2014. All Postal Ballot Forms received after this date will be treated as if reply from the Shareholder(s) has not been received.

8. In case of shares held by Companies, Trusts, Societies, etc., the duly completed Postal Ballot Form should be accompanied by a certified true copy of the Board Resolution/ Authorization giving requisite Authority.
9. Voting rights shall be reckoned on the paid up value of the shares registered in the name of the Shareholders on 18<sup>th</sup> July, 2014. No other form or photograph of the Postal Ballot Form will be permitted.
10. Members are requested not to send any other paper along with the postal ballot form in the enclosed self addressed postage prepaid envelope in as much as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelope would be destroyed by the Scrutinizer.
11. A Shareholder may request for the duplicate Postal Ballot Form, if so required. However, the duly filled in duplicated form should reach Scrutinizer not later than the close of working hours on 25<sup>th</sup> August, 2014.
12. The result of the Postal Ballot will be declared at the Corporate Office of the Company as specified in the Notice. The result will be thereafter published in Newspapers and communicated to the Stock Exchange for the information of the Members. The result of the Postal Ballot will also be posted on the website of the Company [www.amines.com](http://www.amines.com).
13. The right of voting by Postal Ballot/e-voting shall not be exercised by a Proxy.
14. The Scrutinizer's decision on the validity of a postal ballot form shall be final.

**The instructions for members for voting electronically are as under:-**

15. **The Company is pleased to offer e-voting facility as an alternate for its members to enable them to cast their votes electronically instead of dispatching Postal Ballot Form by post. For exercising e-voting facility, the User ID and Initial Password are provided at the bottom of the Postal Ballot Form and detailed procedure is enumerated below:**

**In case of members receiving e-mail CDSL:**

- (i) Open e-mail and open PDF file with your Client ID or Folio No. as password for e-voting. Please note that the password is initial password.
- (ii) Log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- (iii) Click on "Shareholders" tab.
- (iv) Now, select the "COMPANY NAME" from the drop down menu and click on "SUBMIT"
- (v) 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.
- (vi) Next enter the Image Verification as displayed and Click on Login.
- (vii) 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.
- (viii) If you are a first time user follow the steps given below:

<b>For Members holding shares in Demat Form and Physical Form</b>	
<b>PAN*</b>	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 first two letters of their name and the last 8 digits of the demat account/folio number in the PAN field.</li> <li>• In case the folio number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with folio number 100 then enter RA00000100 in the PAN field.</li> </ul>
<b>DOB</b>	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.
<b>Dividend Bank Details</b>	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 number of shares held by you as on the cut-off date in the Dividend Bank details field.</li> </ul>

- (ix) After entering these details appropriately, click on "SUBMIT" tab.
- (x) Members holding shares in physical form will then reach directly 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.
- (xi) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xii) Click on the EVSN "Amines & Plasticizers Limited."
- (xiii) Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
- (xiv) Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) are required to log on to <https://www.evotingindia.co.in> and register themselves as Corporates
  - They should submit a scanned copy of the Registration Form bearing the stamp and sign of the entity to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)
  - After receiving the login details they have to create a user who would be able to link the account(s) 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.
  - They should upload a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, in PDF format in the system for the scrutinizer to verify the same.

**In case of members receiving the physical copy:**

- (A) Please follow all steps from sr. no. (ii) to sr. no. (xiv) above to cast vote.
- (B) The voting period begins on 28<sup>th</sup> July, 2014 (10.00 am) and ends on 25<sup>th</sup> August, 2014 (6.00pm) . During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date 18<sup>th</sup> July, 2014, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (C) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available a [www.evotingindia.co.in](http://www.evotingindia.co.in) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).