

**POSTAL BALLOT FORM**

Postal Ballot No. \_\_\_\_\_

Sr. No.	Particulars	Details of Member(s)
1.	Name and Registered address of the Sole/First Named Member (in block letters)	
2.	Name of the joint holder(s), if any	
3.	Registered Folio No. / DP & Client ID No.	
4.	No. of Equity Share(s) held as on 18 <sup>th</sup> November, 2016	

I/We hereby exercise my/our vote(s) in respect of the Special Resolution to be passed through Postal Ballot / E-voting for the Business stated in the Notice of Postal Ballot dated 3<sup>rd</sup> November, 2016 of the Company by sending my/our assent or dissent to the said Resolution by placing the tick (✓) mark at the appropriate box below:

Item No.	Description of Resolution	No. of Shares held	I / We assent (agree) to the Resolution (FOR)	I / We dissent to the Resolution (AGAINST)
1	Approval of Remuneration of Mr. K K Rajeev Nambiar as CEO & Whole-time Director			

Place :

Date :

x

Signature of the Member

**Particulars of voting through Electronic means**

For those opting to vote through electronic means, instead of voting by the above postal ballot, facility is available at the web link: [www.evotingindia.com](http://www.evotingindia.com). Particulars for electronic voting are as under:

EVSN	User ID	Password*

**\*Please use your existing password**

**NOTE:** Please read the instructions printed overleaf carefully before exercising your vote.

Facility to exercise vote by postal ballot including voting through electronic means will be available during the following period:

**Commencement of voting** : From 9.00 a.m. (IST) on 12<sup>th</sup> December, 2016

**End of voting** : At 5.00 p.m. (IST) on 10<sup>th</sup> January, 2017

## **INSTRUCTIONS FOR VOTING BY PHYSICAL MODE**

1. A shareholder(s) desirous to exercise vote by Postal Ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the enclosed self-addressed postage prepaid business reply envelope. However, envelopes containing Postal Ballots, if sent by courier at the expense of the shareholder(s) will also be accepted.
2. This form should be duly completed and signed by the shareholder. In case of joint holding, this form should be completed and signed (as per the specimen signature registered with the Company or furnished by NSDL/CDSL to the Company, in respect of shares held in the physical form or demat form respectively) by the first named shareholder and in his absence, by the next named joint shareholder.
3. Unsigned/Incomplete Postal Ballot Forms will be rejected.
4. Duly completed Postal Ballot Form should reach the Scrutinizer on or before 5.00 p.m. on 10<sup>th</sup> January, 2017. Postal Ballot Form received after this date will be strictly treated as if the reply from the shareholder has not been received.
5. A shareholder may request for a duplicate Postal Ballot Form, if so required. The Postal Ballot Form can also be downloaded from the link <http://digvijaycement.com/Postal-Ballot-Notice-Form/>. However, the duly filled in duplicate postal ballot form should reach the Scrutinizer not later than 5.00 p.m. on 10<sup>th</sup> January, 2017.
6. The exercise of vote through Postal Ballot is not permitted through a proxy.
7. The Scrutinizer's decision on the validity of the Postal Ballot Form would be final.
8. Shareholders are requested not to send any other paper/documents along with the Postal Ballot Form. If sent, the same paper/document will not be acted upon.
9. Shareholders are requested to fill the Postal Ballot Form in indelible ink (and avoid filling it by erasable writing medium/s like pencil).
10. There will be one Postal Ballot Form for every Folio/Client ID, irrespective of the number of joint holders.

## **GENERAL INSTRUCTIONS**

1. The Resolution, if passed by requisite majority, shall be deemed to have been passed on the last date of voting, i.e., Tuesday, 10<sup>th</sup> January, 2017.
2. Kindly note that the Shareholders can opt only one mode of voting i.e. either by Physical Ballot or E-voting. If you are opting for E-voting, then do not vote by Physical Ballot and vice-versa. However, in case a shareholder has voted both in physical as well as e-voting, then voting done through e-voting shall prevail over physical ballot and physical ballot will be treated as invalid.
3. 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 resolution of its Board of Directors / authority Letter authorising the person to represent in terms of Section 113 of the Companies Act, 2013.