

Our Ref : Sec/270/2021
Date : 02.02.2021

BSE Limited
Listing Department
Phiroze Jeejeebhoy Towers
Dalal Street, Mumbai- 400 001

National Stock Exchange of India Limited
Listing Department, Exchange Plaza,
C-1, Block-G, Bandra Kurla Complex Bandra(E)
Mumbai - 400 051.

Dear Sirs,

Sub: Notice of Postal Ballot/E-voting

Further to our letter dated 27th January, 2021 informing about the approval of the Board of Directors for amending the Objects Clause in Memorandum of Association of the Company via Postal Ballot; pursuant to Section 110 of the Companies Act, 2013 (the "Act"), read with Rule 22 of the Companies (Management and Administration) Rules, 2014, (including any statutory modification(s) or re-enactment thereof, for the time being in force) (the "Rules") read with the Circular No. 14/2020 dated April 8, 2020, Circular No. 17/2020 dated April 13, 2020, Circular No. 22/2020 dated June 15, 2020 Circular No. 33/2020 dated September 28, 2020 and Circular No. 39/2020 dated December 31, 2020 ("MCA Circulars") issued by the Ministry of Corporate Affairs ("MCA"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable laws and regulations, we would like to inform that the Company has sent the Postal Ballot Notice along with other documents to all the members whose names appears in the Register of Members/ Beneficial Owners as on 29th January, 2021 (Cut-off Date). The copy of Postal Ballot Notice is enclosed herewith for your records.

Further, in terms of MCA Circulars, the communication of the assent or dissent of the members would take place only through the remote e-voting system.

In terms of MCA Circulars, the Company has made arrangement with its Registrar & Share Transfer Agent for registration of email address of those shareholders who have not yet registered their email address. Those shareholders are requested to get their email address registered by following the procedure given in the notes to the Postal Ballot notice.

The Company has engaged the services of National Securities Depository Limited (NSDL) for providing the E-voting facility. The E-voting period will commence on Wednesday the 3rd February, 2021 at 9.00 A.M. (IST) and end on Thursday, 4th March, 2021 at 5.00 P.M. (IST). The results of the Postal Ballot will be announced on or before the closing of business hours on 5th March, 2021 (Friday).



CORPORATE OFFICE : 34-A, Kamaraj Road, Coimbatore - 641 018.

Phone : +91 422 7198100, 7198301 Fax : +91 422 2220912 www.lakshnimach.com

REGISTERED OFFICE : SRK Vidyalaya Post, Perianaickenpalayam, Coimbatore - 641 020, CIN : L29269TZ1962PLC000463.

The Notice of Postal Ballot with the explanatory statement and copy of the Memorandum of Association with the proposed amendment are available on the Company's website www.lmwglobal.com.

Kindly take the same on record.

Thanking You,

Yours faithfully,

For LAKSHMI MACHINE WORKS LIMITED

A handwritten signature in black ink, appearing to read 'C R Shivkumaran', is written over the printed name.

**C R SHIVKUMARAN
COMPANY SECRETARY**



LAKSHMI MACHINE WORKS LIMITED

CIN: L29269TZ1962PLC000463

Regd. Off: SRK Vidyalaya Post, Perianaickenpalayam, Coimbatore - 641020

Corporate Off: 34A, Kamaraj Road, Coimbatore - 641018

Phone: +91 422 7192255 Fax: +91 422 2692541

Email: secretarial@lmw.co.in Website: www.lmwglobal.com

NOTICE FOR POSTAL BALLOT /ELECTRONIC VOTING (e-Voting)

[Pursuant to Section 108, 110 of the Companies Act, 2013 read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014]

Dear Shareholder(s),

Pursuant to the provisions of Section 110 read with Section 108 and all other applicable provisions, if any, of the Companies Act, 2013 (the “Act”) read with the Companies (Management and Administration) Rules, 2014 (the “Rules”) (including any amendment(s), statutory modification(s) or re-enactment(s) thereof), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”), Secretarial Standard - 2 on General Meetings issued by the Institute of Company Secretaries of India and subject to other applicable laws, rules and regulations, if any, Lakshmi Machine Works Limited (“the Company”) hereby seeks your approval for the special business as considered in the resolution appended below through Postal Ballot only by way of **remote e-voting** (“Postal Ballot”).

In view of the current extraordinary circumstances due to COVID-19 pandemic requiring social distancing, the Ministry of Corporate Affairs, Government of India (“MCA”) vide its General Circulars No.14/2020 dated April 08, 2020, No. 17/2020 dated April 13, 2020, No. 22/2020 dated June 15, 2020, No. 33/2020 dated September 28, 2020 and No. 39/2020 dated December 31, 2020 (“MCA Circulars”), had advised the companies to take all decisions of urgent nature requiring members’ approval, other than items of ordinary business or business where any person has a right to be heard, through the mechanism of Postal Ballot / e-voting in accordance with the provisions of the Act and Rules made thereunder, without holding a general meeting that requires physical presence of members at a common venue.

As per the MCA Circulars, the Company is sending Postal Ballot Notice (the “Notice”) **only by email** to all its members who have registered their email address with the Company or depository(ies) / depository participants and the communication of assent / dissent of the members on the resolution proposed in the Notice will take place through the remote e-voting system only. This Notice is accordingly being issued to the members in compliance with the MCA Circulars.

In view of limited postal/courier services and on account of prevailing COVID-19 pandemic situation and complying with the requirements of the relevant MCA Circulars, hard copy of the Postal Ballot Notice along with Postal Ballot Forms and pre-paid business envelope will not be sent to the shareholders for this Postal Ballot and shareholders are requested to communicate their assent or dissent only through the remote e-voting system.

Detailed explanatory statement setting out the material facts concerning the resolution and instructions for e-voting are annexed to the Notice.

The Board of Directors of the Company vide their resolution passed on 27th January 2021 have appointed Sri. M.D. Selvaraj, FCS of M/s. MDS & Associates, Company Secretaries, Coimbatore as the Scrutinizer for conducting the Postal Ballot voting through electronic means in a fair and transparent manner and for ascertaining the requisite majority in compliance with Rule 22(5) & (6) of the Companies (Management and Administration) Rules, 2014.

Pursuant to Regulation 44 of the Listing Regulations and pursuant to the provisions of Sections 108 and 110 of the Companies Act, 2013 read with the Rules and the MCA Circulars, the Company has provided electronic



voting (“e-voting”) facility only. The Company has engaged the services of National Securities Depository Limited (“NSDL”) to provide e-voting facility to the Members of the Company through their platform at the link www.evoting.nsdl.com. Please refer to the instructions for e-voting given hereinafter for the process and manner in which e-voting is to be carried out.

The e-voting platform will be opened for tendering your votes **from 9:00 AM (Indian Standard Time [“IST”]) on 3rd February 2021 (Wednesday) to 5:00 PM (IST) on 4th March 2021 (Thursday)**. Members are requested to read the instructions carefully while expressing their assent or dissent and cast votes via e-voting by not later than the close of business hours at **5:00 PM (IST) on 4th March 2021**.

The Scrutinizer shall submit his report to the Chairman & Managing Director of the Company, or any other person authorized by him. The result of the Postal Ballot shall be announced on or before the close of business hours (i.e., 5:00 PM) (“IST”) on 5th March 2021 and the same shall be displayed on the website of the Company at www.lmwglobal.com, National Securities Depository Limited (“NSDL”) and communicated to National Stock Exchange of India (“NSE”) & BSE Limited (“BSE”), being the stock exchanges where the equity shares of the company are listed.

In the event, the resolution as set out under Item No.1 below is assented by the requisite majority of the members by means of Postal Ballot process, it shall be deemed to have been duly passed as a Special Resolution at the General Meeting of the Company on 4th March 2021, being the last date specified by the Company for e-voting.

The resolution for the purpose as stated herein below is proposed to be passed by Postal Ballot/remote e-voting:

SPECIAL BUSINESS

Item No.1:

Approval for amendment to the Objects Clause of the Memorandum of Association of the Company pursuant to Section 13 of the Companies Act, 2013.

To consider and if thought fit, to give assent / dissent to the following resolution to be passed as a **Special Resolution**:

RESOLVED THAT pursuant to the provisions of Section 4, 13 and other applicable provisions, if any, of the Companies Act, 2013 read with the relevant rules made thereunder and the applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any statutory modification or re-enactment thereof, for the time being in force), and subject to necessary approvals, consents, permissions, sanctions, if any, as may be required in this regard from the Registrar of Companies or such other appropriate authorities, the consent of the members of the Company be and is hereby accorded to amend Clause III - Objects Clause of the Memorandum of Association, in the following manner:-

The objects clause of the Memorandum of Association be divided into two parts in accordance with Table A of Schedule I of the Companies Act, 2013 as follows:

- A. The existing heading **“The objects for which the Company is established are”** be deleted and substituted with new Part (a) of Clause III with the heading as **“(a) The objects to be pursued by the company on its incorporation are:-”** containing the following:
 - I. The existing sub-clauses numbered 1 to 11, 13 to 16 & 58 to 63 as appearing under Clause III of the existing Memorandum of Association be classified under Part (a) of Clause III and be numbered as sub-clause(s) 1 to 21.
 - II. After sub-clause 21 of Part (a) of Clause III of the Memorandum of Association, the following new sub-clauses numbered 22 to 27 be inserted:
 22. To carry on the business in India or abroad for design, development, engineering, production, assembly, import, export of civil, commercial and military space systems such as spacecraft, space launch vehicles, space stations, shuttle services, manned space systems, planetary probes, and their supporting ground systems and services; associated propellant and chemical handling and processing

systems, telecommunications systems and services; design and production of various government and commercial communications, navigation services and environmental sensing and monitoring satellites and their ground supporting systems and services for upstream and downstream activities, including all activities but not limited to manufacture and or assembly of components, sub-assemblies, testing, integration, propellant casting, filling, checkout, mission planning, launch, control and associated actions using various technologies or materials including but not limited to metallic, composite materials, 3-D Printing techniques.

23. To design, develop, engineer, assemble, produce in India or abroad all types of missiles including any parts or components thereof for strategic fleet missiles, ballistic and defensive missiles, missile warning systems for defence with attendant composites systems.
 24. To carry on the business in India or abroad for design, engineering, integration, production and checkout of fighter aircraft of all generations, aircraft, bombers, special mission, airlift, antisubmarine warfare, reconnaissance, surveillance and high-performance aircraft; helicopters with night enablement for defence use and passenger and cargo systems for civilian use; unmanned aerial systems, swarm systems for military operations and civil applications, aircraft controls and subsystems; thrust reversers; and aircraft modification, repairs, maintenance and logistics support for military and civilian customers including design and manufacture of aerospace related detailed parts made of metallic, composite and hybrid sources, related avionics and ground control systems including radars, communication systems for military including naval systems and civil applications.
 25. To design, manufacture, assemble engines/components of engines in India or abroad for use in spacecraft, missiles, fixed and rotary wing aeronautic systems, propulsion systems and other aerospace products of all types including but not limited to fuel-efficient green engines, electric engines, nacelles and mounting systems.
 26. To design, develop, engineer, assemble and produce in India or abroad both hardware and software for use in high-performance electronic systems for undersea, shipboard, land-based, airborne and space-based applications, including system integration capabilities for both fixed wing and rotary wing aircraft; and major lines of electronics subsystems such as aircraft control systems; electronic warfare; electro-optic and night vision; radar; display; and computers for the military and commercial aerospace market including commercial, civil, and for use in adjacent lines of business like telecommunications; commercial satellite; electronics; automation systems; transportation; and electronics fabrication including the business of designing, developing, integrating, and operating large, complex information systems, engineering, technical and management services.
 27. To carry on the business of manufacture/ assemble/ deal/ supply/ export/ import/design of engineering products or material including but not limited to composites that are required for Aerospace, Defence, Aviation, Missile, Rockets, Satellite and other industries, in India or elsewhere in the world.
- B. After sub-clause 27 of Part (a) of Clause III of the Memorandum of Association as described above, a new Part (b) of Clause III be inserted and the same be titled as “**(b) Matters which are necessary for furtherance of the objects specified in clause III(a) are:-**” and the existing sub-clauses numbered 12, 17 to 53, 56 & 57 and 54 & 55 as appearing under Clause III of the existing Memorandum of Association be classified under Part (b) of Clause III and be numbered as sub-clause(s) 1 to 42.

RESOLVED FURTHER THAT the Memorandum of Association incorporating the amendments to the Objects Clause as specified above, a draft of which is placed on the website of the Company at www.lmwglobal.com, be and is hereby approved and adopted.

RESOLVED FURTHER THAT the Board of Directors of the Company (hereinafter referred to as the “Board”, which term shall deem to include any of its duly constituted Committee) or any officer / executive / representative and / or any other person so authorized by the Board, be hereby authorized on behalf of the Company to make any



modifications, changes, variations, alterations or revisions stipulated by any authority, while according approval / consent, as may be considered necessary and further authorized to appoint counsels / consultant and advisors, file applications / petitions, issue notices, advertisements, obtain orders/certificate for amending the Objects Clause of the Memorandum of Association from the concerned authorities and to do all such acts, deeds, matters and things as it may, in their absolute discretion, deem necessary and to settle any questions, difficulties or doubts that may arise in this regard without requiring the Board to secure any further consent or approval of the members of the Company.

STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

Item No. 1

The Objects Clause in Memorandum of Association of the Company was drafted at the time of incorporation during 1960's and the power to carry on activities in relation to aeronautical sector was given to the Company. During 1960's the word "Aeronautical" was in vogue to indicate business activities connected with Aviation and Space. However, on advancement of time and technology, the word "Aeronautical" has narrowed down to refer to the design and construction of aircraft. Now, the term "Aerospace" is being generally used to connote development or production of rockets, missiles, space vehicles and other related equipments.

Thus, to empower the Company to foray into various segments as given above, it is necessary to amend the Objects Clause of the Memorandum of Association.

Further, the objects clause of the Memorandum of Association is also required to be aligned in accordance with Table A of Schedule I of the Companies Act, 2013.

The Board of Directors of the Company at their meeting held on 27th January 2021 have approved the amendment to the Objects clause of the Memorandum of Association of the Company as detailed in Item No. 1 of the Notice.

Pursuant to Section 13 of the Companies Act, 2013, any amendment to the Memorandum of Association of the Company requires consent of the Members by way of special resolution. Hence necessary resolution has been set out in Item No. 1 of the Notice for the approval of the members. The above amendment would also be subject to the approval of the Registrar of Companies, Coimbatore, Tamil Nadu.

A copy of Memorandum of Association of the Company as on date together with the proposed amendment is available for inspection by the members at the Registered Office of the Company between 10:00 A.M. Indian Standard Time ("IST") to 12:00 P.M. Indian Standard Time ("IST") on all working days from date of despatch of Notice up to the date of declaration of results of the Postal Ballot and the said documents are also available on the website of the Company 'www.lmwglobal.com'.

The Board recommends the special resolution as set out in Item No. 1 of the Notice for the approval of the members.

None of the Directors and the Key Managerial Personnel of the Company and their relatives are concerned or interested, financial or otherwise, in the said resolution as set out at Item no. 1 of the Notice, except to the extent of their shareholding, if any.

**By Order of the Board
For LAKSHMI MACHINE WORKS LIMITED**

Place : Coimbatore
Date : 27th January 2021

**C R SHIVKUMARAN
Company Secretary**

Notes:

1. The Board of Directors of the Company have appointed Sri. M.D. Selvaraj, FCS of M/s. MDS & Associates, Company Secretaries, Coimbatore as the Scrutinizer for conducting the Postal Ballot through remote e-voting in a fair and transparent manner and for the purpose of ascertaining the requisite majority.

2. The approval of the shareholders is being sought through the Postal Ballot, pursuant to Section 108, 110 of the Companies Act, 2013 read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014, Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the relevant MCA Circulars.
3. The facility of voting by electronic means is being provided by National Securities Depository Limited (“NSDL”) for which the required procedure is incorporated in the Postal Ballot Notice. Voting period commences from **9:00 AM (“IST”) on Wednesday, 3rd February 2021 to 5:00 PM (“IST”) on Thursday, 4th March 2021 (both days inclusive).**
4. The Notice is being sent only by email to all those Members of the Company, whose names appear in the Register of Members / List of Beneficial Owners as received from National Securities Depository Limited (“NSDL”)/Central Depository Services (India) Limited (“CDSL”) as on **Friday, 29th January 2021** (“cut-off date”) and who have registered their email address in respect of electronic holdings with the Depository(ies) through the concerned Depository Participants and in respect of physical holdings with the Company’s Registrar and Share Transfer Agent, M/s. S.K.D.C. Consultants Limited (“RTA”) in accordance with the provisions of the Companies Act, 2013, read with Rules made thereunder and Ministry of Corporate Affairs, Government of India’s Circulars No.14/2020 dated April 8, 2020, No. 17/2020 dated April 13, 2020, No. 22/2020 dated June 15, 2020, No.33/2020 dated September 28, 2020 and No.39/2020 dated December 31, 2020 (“MCA Circulars”).
5. All the Members of the Company whose names are appearing on the Register of Members / List of Beneficial Owners as on the cut-off date i.e., 29th January 2021 (including those Members who may not have received this Notice due to non-registration of their e-mail address with the Company or the Depositories / Depository Participants) shall be eligible for remote e-voting. A person who is not a member as on the cut-off date should treat this notice for information purpose only.
6. Please note that e-voting module shall be disabled for voting by NSDL after 5.00 PM (“IST”) on Thursday, the 4th March 2021. During the voting period, the Members of the Company holding equity shares either in physical form or dematerialised form, as on 29th January 2021 (“cut-off date”), may cast their vote(s) electronically. Once vote(s) on a resolution has been cast by the member, he/ she shall not be allowed to change it subsequently or cast the vote(s) again.
7. On account of the threat posed by COVID-19 and in terms of the MCA Circulars, the Company will send this Notice in electronic form only and hard copy of this Notice along with Postal Ballot forms and pre-paid business envelope will not be sent to the shareholders for this Postal Ballot. Accordingly, the communication of the assent or dissent of the members would take place only through the remote e-voting system. Therefore, those shareholders who have not yet registered their e-mail address are requested to get their e-mail address submitted by following the procedure given below:
 - i. In light of the MCA Circulars, for remote e-voting for this Postal Ballot, the shareholders whether holding equity shares in dematerialised form or in physical form and who have not submitted their email address and in consequence to whom the e-voting notice could not be served, may temporarily get their e-mail address registered with the Company’s Registrar and Share Transfer Agent, M/s. S.K.D.C. Consultants Limited by providing necessary supporting documents. Post successful registration of the e-mail address, the shareholder would get soft copy of this Notice and the procedure for e-voting along with the user-id and the password to enable e-voting for this Postal Ballot. In case of any queries, shareholders may write to the Company at investors@lmw.co.in or to the Registrar and Share Transfer Agent at lmwgreen@skdc-consultants.com.
 - ii. It is clarified that for permanent submission of e-mail address, the shareholders are however requested to register their email address, in respect of electronic holdings with the depository through the concerned depository participants and in respect of physical holdings with the Company’s Registrar and Share Transfer Agent, M/s S.K.D.C. Consultants Limited, having its office at Kanapathy Towers, 3rd Floor, 1391/A-1, Sathy Road, Ganapathy, Coimbatore-641 006, Tamil Nadu, India (Tel: +91 422-2539835/36), by following the due procedure.

- iii. Those shareholders who have already registered their e-mail address are requested to keep their e-mail address validated with their depository participants / the Company's Registrar and Share Transfer Agent, M/s S.K.D.C. Consultants Limited to enable serving of notices / documents / annual reports electronically to their e-mail address.
8. Any query/grievance may please be addressed to Sri. C.R. Shivkumaran, Company Secretary with respect to this Postal Ballot at Email id: investors@lmw.co.in or may contact Ms. Pallavi Mhatre, Manager, National Securities Depository Limited at the email id: pallavid@nsdl.co.in or call NSDL's toll free number 1800 102 0990.
9. Members are requested to carefully read the instructions while expressing their assent or dissent and to cast their vote(s) via e-voting by not later than the close of working hours at 5:00 PM ("IST") on Thursday, the 4th day of March 2021.
10. 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. Further, a member cannot exercise his/her vote by proxy on Postal Ballot.
11. The Postal Ballot Notice has been placed on Company's website www.lmwglobal.com and NSDL's e-voting website www.evoting.nsdl.com and will remain on such website(s) until the last date of receipt of the Postal Ballot vote(s) (through remote e-voting) from members.
12. The Scrutinizer will submit his report after completion of scrutiny, on or before Friday, 5th March 2021. The Chairman & Managing Director or any other person duly authorized by him, will announce the results of the voting by Postal Ballot on or before 5:00 PM ("IST") on Friday, 5th March 2021, at the Registered or Corporate Office of the Company.
13. The result of the Postal Ballot shall be announced on or before 5:00 P.M. ("IST") on Friday, the 5th day of March 2021 at the Registered or Corporate office of the Company and shall also be displayed on the Company's website www.lmwglobal.com, on the website of NSDL and will also be communicated to National Stock Exchange of India Limited ("NSE") and BSE Limited ("BSE"), where the equity shares of the Company are listed.

INSTRUCTIONS FOR VOTING THROUGH ELECTRONIC MEANS:

In compliance with provisions of Sections 108, 110 and other applicable provisions, if any, of the Act read with Rules framed thereunder, Regulation 44 of the SEBI Listing Regulations, MCA Circulars and the Secretarial Standards on General Meetings ("SS-2"), the Company is pleased to provide remote e-voting facility to all its members, to enable them to cast their vote electronically. For this purpose, the Company has availed the services of NSDL for facilitating the e-voting.

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

The voting period begins on **9:00 AM ("IST") on Wednesday, 3rd February 2021 to 5:00 PM ("IST") on Thursday, 4th March 2021 (both days inclusive)**. During this period, the shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date i.e., 29th January 2021 may cast their vote(s) electronically. The e-voting module shall be disabled by NSDL for voting thereafter.

How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

Step 1 : Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com/>

Step 2 : Cast your vote electronically on NSDL e-Voting system.

Details on Step 1 is mentioned below:

How to Log-in to NSDL e-Voting website?

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.

2. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholders’ section.
3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL e-services i.e., IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL e-services after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e., cast your vote electronically.

4. Your User ID details are given below:

Manner of holding shares i.e., Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****.
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Your password details are given below:

- a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote(s).
 - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the ‘initial password’ which was communicated to you. Once you retrieve your ‘initial password’, you need to enter the ‘initial password’ and the system will ask you to change your password.
 - c) How to retrieve your ‘initial password’?
 - (i) If your email ID is registered in your demat account or with the company, your ‘initial password’ is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your ‘User ID’ and your ‘initial password’.
 - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email is is not registered**.
6. If you are unable to retrieve or have not received the “Initial password” or have forgotten your password:
 - a) Click on “**Forgot User Details/Password?**”(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
 - b) Click on **Physical User Reset Password?** (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
 - c) If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address.



- d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to “Terms and Conditions” by selecting on the check box.
 8. Now, you will have to click on “Login” button.
 9. After you click on the “Login” button, Home page of e-Voting will open.

Details on Step 2 is given below:

How to cast your vote electronically on NSDL e-Voting system?

1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
2. After clicking on Active Voting Cycles, you will be able to see all the companies “EVEN” in which you are holding shares and whose voting cycle is in active status.
3. Select “EVEN” of company for which you wish to cast your vote.
4. Now you are ready for e-Voting as the Voting page opens.
5. Cast your vote(s) by selecting appropriate options i.e., assent or dissent, verify/modify the number of shares for which you wish to cast your vote(s) and click on “Submit” and also “Confirm” when prompted.
6. Upon confirmation, the message “Vote(s) cast successfully” will be displayed.
7. You can also take the printout of the vote(s) cast by you by clicking on the print option on the confirmation page.
8. Once you confirm your vote(s) on the resolution, you will not be allowed to modify your vote(s).

General Guidelines for shareholders

1. 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. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to mds@mdsassociates.in with a copy marked to evoting@nsdl.co.in.
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the “Forgot User Details/Password?” or “Physical User Reset Password?” option available on www.evoting.nsdl.com to reset the password.
3. In case of any queries, you may refer to the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800-102-0990 or send a request at evoting@nsdl.co.in

Process for those shareholders whose email ids are not registered with the Depositories / Company for procuring user id and password and registration of e mail id for e-voting on the resolution(s) as set out in this notice:

1. In case shares are held in physical mode please provide Folio No., Name of Shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to the Company’s Registrar and Share Transfer Agent, M/s. S.K.D.C. Consultants Limited at lmwgreen@skdc-consultants.com or to the Company at investors@lmw.co.in.
2. In case shares are held in demat mode, please provide DPID-CLID (16-digit DPID + CLID or 16-digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to the Company’s Registrar and Share Transfer Agent, M/s. S.K.D.C. Consultants Limited at lmwgreen@skdc-consultants.com or to the Company at investors@lmw.co.in.

Note: All dates and timings are as per Indian Standard Time (“IST”).