

### **POSTAL BALLOT NOTICE**

# [PURSUANT TO SECTION 110 OF THE COMPANIES ACT, 2013 READ WITH RULE 22 OF THE COMPANIES (MANAGEMENT AND ADMINISTRATION) RULES, 2014AND SECURITIES AND EXCHANGE BOARD OF INDIA (DELISTING OF EQUITY SHARES) REGULATIONS, 2021

Dear Member(s),

Notice is hereby given that, pursuant to Section 110 and all other applicable provisions, if any, of the Companies Act, 2013 including any statutory modification(s), or re-enactment thereof for the time being in force and as may be enacted thereafter (the "Act") read with Rule 22 of the Companies (Management And Administration) Rules, 2014, and the Securities and Exchange Board of India (Delisting of Equity Shares) Regulations, 2021 or as may be re-enacted hereafter ("SEBI Delisting Regulations") and the SEBI (LODR) Regulations, 2015 entered into by the Company with The Calcutta Stock Exchange Limited (the "CSE") and pursuant to the board resolution dated 1<sup>st</sup> December,2023,the following resolutions are proposed to be passed as Special Resolution by way of Postal Ballot including remote e-voting.

The proposed Special Resolution and the Explanatory Statement pertaining thereto setting out all the material facts concerning the resolution and the reasons thereof along with a Postal Ballot Form are appended below for the consideration of the Shareholders. The attached Postal Ballot Form is to be used by the Shareholders for the purpose of exercising vote in respect of the said resolutions.

#### **RESOLUTION**

# ITEM NO. 1- VOLUNTARY DELISTING OF EQUITY SHARES OF THE COMPANY FROM THE CALCUTTA STOCK EXCHANGE LIMITED

To consider and if thought fit, to give assent or dissent to the following Resolution as a "Special Resolution" by postal ballot:

"**RESOLVED THAT** subject to the provisions of the Companies Act, 2013 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force and the rules framed thereunder), the Securities Contract (Regulation) Act, 1956 and the rules framed thereunder, Regulation 44 of SEBI and other applicable provisions of the SEBI (LODR) Regulations, 2015 entered with The Calcutta Stock Exchange Limited ('CSE'), The Securities And Exchange Board of India (Delisting of Equity Shares) Regulations, 2021 or any amendment(s) or modification(s) or re-enactment(s) thereof, and subject to such approvals, permissions and sanctions, as may be necessary, and subject to compliance with other statutory formalities and subject to such conditions and modifications as may be prescribed or imposed by any authority including Securities and Exchange Board of India, CSE, etc. while granting such approvals, permissions or sanctions, which may be agreed to by the Board of Directors of the Company (hereinafter referred to as "the Board") or persons authorized by the Board, the consent of the shareholders of the Company be and is hereby accorded to the



Board to voluntary delist the equity shares of the Company from The Calcutta Stock Exchange Limited i.e. the only stock exchange where the shares of the Company are presently listed after providing an exit opportunity to the existing shareholders as provided in the Delisting Regulation "

"RESOLVED FURTHER THAT the Board of Directors / persons authorized by the Board of Directors be and are hereby authorized on behalf of the Company to do all such acts, deeds, matters and things which they may consider proper and desirable to give effect to the aforesaid resolution, including making applications to the CSE seeking their in principle and final approval for the proposed voluntary delisting of the equity shares of the Company, which it may consider proper and desirable and settle any question, difficulties or doubts that may arise in regard to delisting of the equity shares of the Company from The Calcutta Stock Exchange Limited."

Yours faithfully, For CPL INDUSTRIES LTD

Aashika Agarwal

Aashika Agarwal Company Secretary & Compliance Officer Mem No. A36914

Place: Kolkata Date: 01.12.2023

REGISTERED OFFICE : 14 TARATOLLA ROAD, KOLKATA - 700 088, INDIA CIN : L74210WB1982PLC035417 Email ID: cplindustries19@gmail.com

#### NOTES:

- 1. Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013 setting out material facts in respect of the business specified above and reasons for the proposed Special Resolution is annexed hereto along with the Postal Ballot Form for your consideration.
- 2. In accordance with Regulation 11 of the Delisting Regulations read with Section 110 of the Companies Act, 2013 read with the Postal Ballot Rules, the item of business set out in the Notice is required to be passed through Postal Ballot, instead of getting it passed at a General Meeting. Accordingly, your approval is sought for the resolution contained in this Notice through postal ballot, with an additional option of remote e-voting.
- 2. The Board of Directors at their meeting held on 1<sup>st</sup> December, 2023 have appointed Mr. Shivam Agarwal, Practicing Company Secretary as the Scrutinizer to conduct the voting through postal ballot as well as remote e-voting in accordance with law and in a fair and transparent manner.
- 4. Only a member who is entitled to vote is entitled to exercise his/her/its vote through postal ballot. Voting rights of every member shall be reckoned on the paid-up value of equity shares whose names shall appear in the Register of Members as on Friday, 01st day of December, 2023, and any recipient of this notice who has no voting rights as on the aforesaid date should treat the same as intimation only.
- 5. The Postal Ballot Notice is being sent to all the Members of the Company, whose names appear in the Register of Members as on the cut-off date ,i.e., Friday,01st day of December, 2023
- 6. In accordance with the provisions of Section 110 of the Companies Act,2013 and the postal ballot rules, notice of the postal ballot may be served on the members through electronic means. Members who have registered their e-mail ids with the Company are being sent this Notice of Postal Ballot by email and the members who have not registered their email ids will be sent the Notice of Postal Ballot along with the Postal Ballot Form by Courier. Shareholders who have received the Postal Ballot Notice by email and who wish to vote through Physical Ballot Form can download the Postal Ballot Form from the website http://cplindustries.org.in or seek duplicate Postal Ballot Form from the registered office of the Company, fill in the relevant details and send it to the Scrutinizer.
- 7. A Postal Ballot Form and a self-addressed pre-paid postage envelope are attached to this Notice. The selfaddressed pre-paid postage envelope bears the address to which duly completed Postal Ballot Form are to be sent by the shareholder.

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- 8. The date of dispatch of the notice of postal ballot will be announced through advertisements in atleast 1 (one) English newspaper, and 1 (one) Bengal in newspaper, each with wide circulation in Kolkata, where the Registered Office of the Company is situated.
- 9. The Shareholders are requested to carefully read the instructions and the notes and either: a) return the form duly completed in the attached self-addressed pre-paid postage envelope (the "Envelope"); or b) vote by electronic means in the manner set out herein, in each case, so as to ensure that the duly completed and signed ballot forms reach the scrutinizer on or before 9thJanuary, 2024.
- 10. The Postal Ballot Notice shall be uploaded on the Company's website viz., http://cplindustries.org.in and on the website of NSDL viz., www.evoting.nsdl.com.
- 11.The Scrutinizer will submit this report to the Chairman of the Board or in his absence to any other Designated Director after completion of scrutiny of postal ballot forms received and the result of the Postal Ballot shall be declared by the Chairman or any other person authorized by him not later than the closing of working hours on 10<sup>th</sup> January,2024 at the registered office of the company ,the day on which the results of the Postal Ballot are announced by the Company would the date on which the Special Resolution is passed. The result of the Postal Ballot shall be communicated to the Stock Exchange, announced through newspaper advertisement and hosted on the website of the company viz., http://cplindustries.org.in.
- 12. The decision of the Scrutinizer on the validity of the votes cast through the postal ballot and remote e-voting and any other matter in this regard shall be final and binding.

13, Resolutions passed by the Members through Postal Ballot are deemed to have been passed as if they have been passed at a General Meeting of the Members.

14. Relevant documents, if any, referred to in the accompanying Notice are open for inspection by the Members at the registered office of the Company on all working day, except Saturday between 11.00 AM and 1.00 PM upto the date of announcement of the results of the Postal Ballot.

# 15. Instructions for casting votes using the Postal Ballot form are furnished on the reverse of the postal ballot form.



#### **16. THE INSTRUCTIONS FOR MEMBERS FOR E – VOTING ARE AS UNDER:**

#### 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: Access to NSDL e-Voting system

#### A) Login method for e-Voting for Individual shareholders holding securities in demat mode

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individu shareholders holding securities in demat mode are allowed to vote through their demat account maintained wi Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id their demat accounts in order to access e-Voting facility.

Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders	1. Existing IDeAS user can visit the e-Services website of
holding securities in	NSDL Viz. https://eservices.nsdl.com either on a Personal
demat mode with	Computer or on a mobile. On the e-Services home page
NSDL.	click on the "Beneficial Owner" icon under "Login"
	which is available under 'IDeAS' section, this will
	prompt you to enter your existing User ID and Password.
	After successful authentication, you will be able to see e-
	Voting services under Value added services. Click on
	"Access to e-Voting" under e-Voting services and you
	will be able to see e-Voting page. Click on company name
	or e-Voting service provider i.e. NSDL and you will be
	re-directed to e-Voting website of NSDL for casting your
	vote during the remote e-Voting period.
	2. If you are not registered for IDeAS e-Services, option to
	register is available at https://eservices.nsdl.com. Select
	"Register Online for IDeAS Portal" or click at
	https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp
	3. 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. Once the home page of e-Voting

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1	<ul> <li>system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</li> <li>4. Shareholders/Members can also download NSDL Mobile App "NSDL Speede" facility by scanning the QR code mentioned below for seamless voting experience.</li> <li>NSDL Mobile App is available on App Store App Store Coogle Play</li> </ul>
Individual Shareholders holding securities in demat mode with CDSL	<ol> <li>Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login Easi / Easiest are requested to visit CDSL website www.cdslindia.com and click on login icon &amp; New System Myeasi Tab and then user your existing my easi username &amp; password.</li> <li>After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the</li> </ol>



[		
	user can visit the e-Voting service providers' website directly.	
	<ol> <li>If the user is not registered for Easi/Easiest, option to register is available at CDSL website <u>www.cdslindia.com</u> and click on login &amp; New System Myeasi Tab and then click on registration option.</li> </ol>	
	4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on <u>www.cdslindia.com</u> home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.	
Individual Shareholders (holding securities in demat mode) login through their depository participants	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.	



Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

<u>Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related</u> to login through Depository i.e. NSDL and CDSL.

Login type	Helpdesk details
	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <u>evoting@nsdl.com</u> or call at 022 - 4886 7000 and 022 - 2499 7000
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <u>helpdesk.evoting@cdslindia.com</u> or contact at toll free no. 1800 22 55 33



B) Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

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: <u>https://www.evoting.nsdl.com/</u> 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 'Shareholder/Member' section.
- 3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen. *Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at* <u>https://eservices.nsdl.com/</u> with your existing IDEAS login. Once you log-in to NSDL eservices 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***

Password details for shareholders other than Individual shareholders are given below:
 a) If you are already registered for e-Voting, then you can user your existing password to login and cast your vote.

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- 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 force 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 ids are 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) <u>**Physical User Reset Password**</u>?" (If you are holding shares in physical mode) option available on <u>www.evoting.nsdl.com</u>.
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at <u>evoting@nsdl.com</u> mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - 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.



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

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

- 1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holdin shares and whose voting cycle.
- 2. Select "EVEN 127286" of company for which you wish to cast your vote during the remote e-Voting period
- 3. Now you are ready for e-Voting as the Voting page opens.
- 4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares f which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 5. Upon confirmation, the message "Vote cast successfully" will be displayed.
- 6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation pag
- 7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

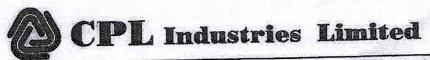
#### **General Guidelines for shareholders**

- 1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned cop (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail <u>csshivamagarwal@gmail.com</u> with a copy marked to <u>evoting@nsdl.com</u>. Institutional shareholders (i.e. oth than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Lett etc. by clicking on "Upload Board Resolution / Authority Letter" displayed under "e-Voting" tab in the login.
- 2. It is strongly recommended not to share your password with any other person and take utmost care to keep yo password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.
- 3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-votin user manual for Shareholders available at the download section of <u>www.evoting.nsdl.com</u> or call on : 022 4886 7000 and 022 2499 7000 or send a request to Ms. Pallavi Mhatre, Senior Manager at <u>evoting@nsdl.co</u>

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Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions 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 <u>cplindustries19@gmail.com</u> and <u>rta@cbmsl.com</u>.
- 2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 dig 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 <u>cplindustries19@gmail.co</u> and <u>rta@cbmsl.com</u>. If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at step 1 (A) i.e. <u>Login method for e-Voting for Individual shareholders holding securities in demat mode</u>.
- 3. Alternatively shareholder/members may send a request to <u>evoting@nsdl.com</u> for procuring user id at password for e-voting by providing above mentioned documents.
- 4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companie Individual shareholders holding securities in demat mode are allowed to vote through their demat accou maintained with Depositories and Depository Participants. Shareholders are required to update their mobi number and email ID correctly in their demat account in order to access e-Voting facility.



# EXPLANATORY STATEMENT PURSUANT TO SECTION 102 (1) OF THE COMPANIES ACT, 2013

The equity shares of CPL INDUSTRIES LTD. (CPL) are presently listed on the Calcutta Stock Exchange Limited ('CSE'). There has been no trading in the equity shares of the Company in CSE for the last several years. Further, the Promoters / Promoter Group of the Company collectively hold 1,83,330 equity shares of CPL (representing 74.51% of the paid-up equity share capital of CPL) and the balance 62,720 equity shares are held by the public shareholders (representing 25.49% of the paid-up equity share capital of CPL).

Since Trading platform is not available in CSE no purpose is served in continuing the listing of our shares with the stock exchange. The Company can also save the cost and time for compliance with various provisions of the SEBI (LODR) Regulations, 2015 and the Companies Act; 2013. The shareholders will also be provided an exit opportunity to public shareholders of the Company

In this respect, the Promoter/Promoter Group have expressed their interest to the Board of Directors of CPL to make a voluntary delisting of the equity shares of the Company from the Calcutta Stock Exchange Limited and also to provide an exit opportunity to all the public shareholders in compliance with the provisions of the SEBI (Delisting of Equity Shares) Regulations, 2021.

In terms of Regulation 11 of the Securities and Exchange Board of India (Delisting of Equity Shares) Regulations 2021 with the provisions of the Companies Act, 2013 and rules made there under, the delisting proposal requires the prior approval of the shareholders of by way of a special resolution passed through postal ballot / e-voting. Further, as per Regulation 11 of the Securities and Exchange Board of India (Delisting of Equity Shares) Regulations 2021, the special resolution passed by the shareholders shall be acted upon if and only if the votes cast by public shareholders in favour of the delisting proposal amount to at least two times the number of votes cast by public shareholders against it.

Accordingly, the approval of the shareholders is being sought by passing a Special Resolution for delisting of the Company's equity shares from the Calcutta Stock Exchange Limited in accordance with the provisions of Securities and Exchange Board of India (Delisting of Equity Shares) Regulations 2021 none of the Directors, Key Managerial Personnel and their relatives is, in any way, concerned or interested in the resolution except to the extent of their shareholding / shareholding of their associates in the Company.

The resolution is recommended for approval of the shareholders by the Board. Yours faithfully,

For CPL INDUSTRIES LTD

Anshida Agaewal

Aashika Agarwal Company Secretary & Compliance Officer Mem No. A36914 Date : 01.12.2023 Place: Kolkata

# REGISTERED OFFICE : 14 TARATOLLA ROAD, KOLKATA - 700 088, INDIA CIN : L74210WB1982PLC035417 Email ID: cplindustries19@gmail.com

#### Serial No. POSTAL BALLOT FORM

[To be returned to Scrutinizer appointed by the Company]

1. Name and address of Shareholder(s) of the Sole/first	:
named Shareholder (in block letters)	
2. Name(s) of Joint Holder(s), if any (in block letters)	:
3. Registered Folio No.*	:
(*Applicable to Shareholders holding Shares In physical	
form)	
4. DP ID No & Client ID No. **	:
(**Applicable to Shareholders holding Shares In	
dematerialized form)	
5. Number of Shares held	:

6. I/We hereby exercise my/our vote in respect of the 'Special Resolution' to be passed through postal ballot for the special business stated in the notice dated 2<sup>nd</sup> December ,2023 of the Company by sending my/our assent (FOR) or dissent (AGAINST) to the said 'special resolution' by placing the tick mark (✓) in the appropriate box below:

Description of the Resolution		I / We assent to the Resolution (For)	I / We dissent to the Resolution (Against)
Special Resolution pursuant to the SEBI (Delisting			
of Equity Shares) Regulations, 2021 for the			
voluntary delisting of the equity shares of the			8
Company from the Calcutta stock exchange Ltd			
where the shares of the company are listed			

Place: Date:

(Signature of the Member)



#### NOTE: Kindly read the instructions printed overleaf before filling the form.

#### **ELECTONIC VOTING PARTICULARS**

EVEN	USER ID	PASSWORD
(e-voting event number)		
	x	S.

Please read the instructions given at Note No. 16 of the Notice of Postal Ballot carefully before voting electronically.

#### **INSTRUCTIONS**

1. A Member entitled to vote and desirous of exercising his/her/its vote by Postal Ballot may complete this Postal Ballot Form ("Form") and send it to the Scrutinizer in the attached self-addressed pre-paid envelope. Inland Postage will be borne and paid by the Company. However, any envelope containing postal ballot if deposited in person or sent by courier at the expenses of the Member will also be accepted.

2. A member may convey his/her/its dissent in the postal ballot form. The consent of the Member must be accorded by recording the assent in the column "FOR" and dissent in the column "AGAINST" by placing a tick mark ( $\checkmark$ ) in the appropriate column. Assent or dissent received in any other form or manner will not be considered valid.

3. This Form must be completed and signed by the Member. In case of Joint-holding, this Form must be completed and signed (as per the specimen signature registered with the Company) by the first named Member and in his absence, by the next named Member. Unsigned, incomplete, improperly or incorrectly ticked Postal Ballot Forms shall be rejected.

4. The Postal ballot vote shall not be exercised by a proxy.

5. Where an authorized representative of a body corporate has signed the Postal Ballot Form, a certified copy of the relevant authorization to vote on the Postal Ballot should accompany the Postal Ballot Form.

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6. In case of shares held by companies, trust, societies etc., the duly completed Postal Ballot Form should be accompanied by a certified true copy of board resolution / authority. A member may sign the Postal Ballot Form through an attorney appointed specifically for this purpose, in which case an attested true copy of the power of attorney should be attached to the Postal Ballot Form.

7. Members are requested to communicate their assent or dissent in writing in the Postal Ballot Form sent herewith in accordance with these instructions in the attached self addressed postage paid envelope, so as to reach the Scrutinizer Mr. Shivam Agarwal, Practicing Company Secretary on or before 17:00 hours of 9th January, 2024.

8. Members are requested not to send extraneous 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 not be taken cognizance of and shall be destroyed by the Scrutinizer.

9. There will be one Postal Ballot Form for every Registered Folio / Client ID, irrespective of the number of joint holders.

10. A member neither needs to use all his/her/its votes nor cast his/her/its votes in the same way.

- 11. A member can download the postal ballot form from the Company's website or <u>cplindustries19@gmail.com</u> seek duplicate postal ballot form from the Company. However, the duly filled in and signed duplicate Postal Ballot Form should reach the Scrutinizer not later than the time and date specified above.
- 12. Voting rights of Members shall be in proportion to their share of the Paid-up Equity Share Capital of the Company as on 01/12/2023.

13. The Scrutinizer's decision on the validity of the Postal Ballot will be final.

14. Members are requested to fill in the Postal Ballot Form with indelible ink and not by any erasable writing mode.

15. The Company is pleased to offer e-voting facility as an alternate option, for all the Shareholders of the Company to enable them to cast their votes electronically instead of dispatching Postal Ballot Form. E-voting is optional. The detailed procedure is enumerated under Notes to the Postal Ballot Notice.

16. Any query in relation to the proposed resolution to be passed by the Postal Ballot may be addressed to **CPL INDUSTRIES LTD.**, Ranjan Das Gupta, Director, 14 Taratolla Road, Kolkata, West Bengal, -700088 and email ID cplindustries19@gmail.com.