

Name & Registered Address of the Sole/
First named Member :
Name(s) of the Joint Member(s) if any :
Registered Folio No. / DP ID No.* / Client
ID No.* :

(*Applicable to investors holding shares in
dematerialised form)

Dear Member,

Sub : Voting through electronic means

- I. In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 2015 (Listing Regulations), the Company is pleased to provide it's members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by National Securities Depository Limited (NSDL).
- II. The facility for voting, either through e-voting or polling paper shall also be made available at the AGM and the members attending the meeting who have not casted their vote by remote e-voting shall be able to exercise their right to vote at the AGM.
- III. The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.
- IV. The remote e-voting period commences on Friday, 26 August, 2016 (9:00 am IST) and ends on Monday, 29 August, 2016 (5:00 pm IST). The remote e-voting module shall be disabled by NSDL for voting thereafter. During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. Tuesday, 23 August, 2016, may cast their vote by remote e-voting. Once the vote on a resolution is casted by the member, the member shall not be allowed to change it subsequently. E-voting information for voting on NSDL evoting system is mentioned below.

E-VOTING INFORMATION

EVEN (Electronic Voting Event Number)	User ID	Password

- V. The process and manner for remote e-voting are as under:
 - (a) Launch internet browser by typing the following URL: <https://www.evoting.nsdl.com/>
 - (b) Click on Shareholder - Login
 - (c) Put user ID and password as initial password/PIN Noted in the e-voting information Table above. Click Login.
 - (d) Password change menu appears. Change the password/PIN with new password of your choice with minimum 8 digits/characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

- (e) Home page of remote e-voting opens. Click on remote e-voting: Active Voting Cycles.
 - (f) Select “EVEN” of “Crompton Greaves Ltd”.
 - (g) Now you are ready for remote e-voting as Cast Vote page opens.
 - (h) Cast your vote by selecting appropriate option and click on “Submit” and also “Confirm” when prompted.
 - (i) Upon confirmation, the message “Vote cast successfully” will be displayed.
 - (j) Once you have voted on the resolution, you will not be allowed to modify your vote.
 - (k) 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. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mail to pramodshah361@gmail.com with a copy marked to evoting@nsdl.co.in
- VI. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of www.evoting.nsdl.com or call on toll free no.: 1800-222-990.
- VII. If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.
- VIII. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
- IX. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date i.e. Tuesday, 23 August, 2016.
- X. Any person, who acquires shares of the Company and become member of the Company after dispatch of the Notice and holding shares as of the cut-off date i.e. Tuesday, 23 August, 2016, may obtain the login ID and password by sending a request at evoting@nsdl.co.in.
- However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using “Forgot User Details/Password” option available on www.evoting.nsdl.com or contact NSDL at the following toll free no.: 1800-222-990.
- XI. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through e-Voting/Polling.
- XII. M/S Pramod S. Shah and Associates, Practicing Company Secretary firm Reg. No:- P2001MH010300 been appointed as the Scrutinizer for providing e-voting facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- XIII. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of ‘e-voting’/ polling paper for all those members who are present at the AGM but have not casted their votes by availing the remote e-voting facility.
- XIV. The Scrutinizer shall prepare in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated scrutinizer’s report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
- XV. The Results declared alongwith the report of the Scrutinizer shall be placed on the website of the Company on Friday, 2 September, 2016 and on the website of NSDL immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the Stock Exchanges (BSE/NSE).