



SARDA ENERGY & MINERALS LIMITED

Regd. Off: 73-A, Central Avenue, Nagpur (MH.) 440018
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CIN: L27100MH1973PLC016617

POSTAL BALLOT FORM

Sr. No.

Name and registered address of the first / :
sole shareholder

Name of the joint holder(s) [if any] :

Registered folio no./ DP ID Client ID :

No. of shares held :

I/ We, hereby exercise my/our vote in respect of the Special Resolutions to be passed through Postal Ballot for the Special Business stated in the Notice dated 02.02.2019 of the Company by sending my/ our assent (**FOR**) or dissent (**AGAINST**) to the said resolutions by placing the tick mark (√) at the appropriate column below:

S. No.	Description	No. of shares	FOR	AGAINST
			I/We assent to the resolution	I/We dissent to the resolution
1.	Special Resolution for re-appointment of Mr. Asit Kumar Basu (DIN: 01382260) as an Independent Director			
2.	Special Resolution for re-appointment of Mr. Chittur Krishnan Lakshminarayanan (DIN: 01308030) as an Independent Director			
3.	Special Resolution for re-appointment of Mr. Gajinder Singh Sahni (DIN: 02066897) as an Independent Director			
4.	Special Resolution for re-appointment of Mr. Jitender Balakrishnan (DIN: 00028320) as an Independent Director			
5.	Special Resolution for re-appointment of Mr. Rakesh Mehra (DIN: 00035812) as an Independent Director			

Place:

Date:

Signature of the shareholder

Please give your email id: _____

ELECTRONIC VOTING PARTICULARS

EVEN (E Voting Event Number)	USER ID	PASSWORD

Notes:

- 1) Each equity share of the Company carries one vote.
- 2) Please read carefully the instructions printed overleaf before exercising the vote.

Instructions

1. A Shareholder desiring to exercise vote by Postal Ballot shall complete the enclosed Postal Ballot Form with assent (for) or dissent (against) and send it to the Scrutinizer in the enclosed self-addressed postage prepaid envelope bearing the address of the Scrutinizer appointed by the Board of Directors. Postage will be borne and paid by the Company. However, envelopes containing Postal Ballot Forms, if deposited in person or sent by courier at the expenses of the shareholders will also be accepted.
2. This form should be completed and signed by the shareholders. In case of joint holding, this form should be completed and signed by the first named shareholder and in his absence, by the next named shareholder as per the specimen signature registered with the Company/R & T Agent.
3. In the case of shares held by companies, trusts, societies etc., the postal ballot form should be accompanied by a certified true copy of the relevant Board resolution.
4. Please send the duly completed Postal Ballot Form in the enclosed self-addressed postage pre-paid envelope (if posted in India), so as to reach the Scrutinizer, at 69, 1st Floor, Mahalaxmi Cloth Market, Pandri, Raipur – 492004, Chhattisgarh, **on or before 5.00 p.m on Saturday, the 16th day of March, 2019**, which is last date for receipt of completed Postal Ballot Forms. Postal Ballots received after this date will be strictly treated as if the reply from the shareholder has not been received.
5. Voting rights shall be reckoned on the paid up value of shares registered in the name of the shareholder as on 08.02.2019.
6. Shareholders are requested not to send any other paper along with the Postal Ballot Form in the enclosed self-addressed envelope as all such envelopes will be sent to the Scrutinizer and any other paper found in such envelope, the same would not be considered and would be destroyed by the Scrutinizer.
7. In case of non-receipt of the Postal Ballot Form or any query related thereto, the Members may contact Bigshare Services Pvt. Ltd., the Company's Registrar and Transfer Agents, 1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri East, Mumbai – 400059. The Postal Ballot Form will also be available at the Registered Office of the Company and at the Office of Bigshare Service Pvt. Ltd. as mentioned above and can also be downloaded from the website of the Company: www.seml.co.in.
8. Postal Ballot Form – Votes will be considered invalid on the following grounds :
 - a) If the shareholder's signature does not tally.
 - b) If the shareholder has marked all his shares both in favour and also against the resolutions.
 - c) If the Ballot paper is unsigned.
 - d) If the Ballot paper is filled in pencil or signed in pencil.
 - e) If the Ballot paper is received torn or defaced or mutilated to an extent that it is difficult for the Scrutinizer to identify either the shareholder or the number of votes or as to whether the votes are in favour or against or if the signature could not be checked or one or more of the above grounds.
9. The scrutinizer's decision on the validity of a postal ballot will be final.