ACC

ACC Limited

CIN: L26940MH1936PLC002515
Registered Office: Cement House, 121, Maharshi Karve Road, Mumbai 400 020
Tel: +91 22 33024321
website: www.acclimited.com Email: ACC-InvestorSupport@acclimited.com

BALLOT FORM

Serial No.

1. Name(s) of Member(s) including
   Joint holders, if any

2. Registered Address of the Sole/
   First named Member

3. Registered Folio No. /
   DP ID No. / Client ID No.

4. No. of shares held

I / We hereby exercise my / our vote(s) in respect of the Resolutions set out in the Notice of the 83rd Annual General Meeting (AGM) of the Company to be held on Friday, March 22, 2019 by recording my / our assent or dissent to the said Resolutions by placing tick (✓) mark in the appropriate box(es) below:

Item No.	Resolutions	For	Against	No. of shares
	ORDINARY BUSINESS - ORDINARY RESOLUTIONS			
1	To consider and adopt:			
	a. the Audited Standalone Financial Statement of the Company for the Financial Year ended December 31, 2018, together with the Reports of the Board of Directors and the Auditors thereon; and			
	b. the Audited Consolidated Financial Statement of the Company for the Financial Year ended December 31, 2018, together with the Report of the Auditors thereon.			
2.	To declare Dividend on equity shares for the Financial Year ended December 31, 2018.			
3.	To appoint a Director in place of Mr Narotam S Sekhsaria, (DIN: 00276351), a Non Executive/Non Independent Director, who retires by rotation and being eligible, offers himself for re-appointment.			
4.	To appoint a Director in place of Mr Christof Hassig, (DIN: 01680305), a Non Executive/Non Independent Director who retires by rotation and being eligible, offers himself for re-appointment.			
	SPECIAL BUSINESS - SPECIAL RESOLUTIONS			
5.	Re-appointment of Mr Shailesh Haribhakti (DIN: 00007347) as an Independent Director			
6.	Re-appointment of Mr Sushil Kumar Roongta (DIN: 00309302) as an Independent Director			
7.	Re-appointment of Ms Falguni Nayar (DIN: 00003633) as an Independent Director			
	SPECIAL BUSINESS - ORIDINARY RESOLUTIONS			
8.	Appointment of Mr Damodarannair Sundaram (DIN: 00016304) as an Independent Director			
9.	Appointment of Mr Vinayak Chatterjee (DIN: 00008933) as an Independent Director			
10.	Appointment of Mr Sunil Mehta (DIN: 00065343) as an Independent Director			
11.	Ratification of Remuneration to Cost Auditor			

Place: _____

Date: _____, 2019

_____
Signature of Member

EVEN (Electronic Voting Event Number)	User ID	Password
110406		

* Please see instructions relating to e-voting

* Please use your existing password

EVOTING

General Information on voting through electronic means/Ballot:

i. In compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended from time to time and sub clause (1) & (2) of Clause 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is offering e-Voting facilities to its Members in respect of the business to be transacted at the 83rd Annual General Meeting. The Company has engaged the services of National Securities Depository Limited (NSDL) as authorized agency to provide the e-Voting facility. It is clarified that it is not mandatory for a Member to vote using remote e-Voting facility. In order to facilitate those Members, who do not wish to use the remote e-Voting facility, the Company is enclosing the Ballot Form. Resolutions passed by Members through remote e-Voting or ballot forms are deemed to have been passed as if they have been passed at the Annual General Meeting (AGM) of the Company.

ii. The facility for e-Voting shall also be made available at the venue of the AGM for those Members who have not cast their votes earlier.

iii. The Members who have cast their votes by remote e-Voting or by Ballot Form prior to the AGM may also attend the Meeting but they shall not be entitled to cast their vote again.

iv. Members can opt for only one mode of voting i.e. either by remote e-Voting or by Ballot Form. In case Members cast their votes through both the modes, voting done by e-Voting shall prevail and votes cast through Ballot Form shall be treated as invalid.

v. In case a Member is desirous of obtaining a duplicate Ballot Form, he/she may send an e-mail to sujata.chitre@acclimited.com by mentioning their Folio No./DP ID and Client ID No. The duly completed Ballot Form should reach the Scrutinizer, Mr Pramod S Shah, C/o ACC Limited, Share Department, Cement House, 121 Maharshi Karve Road, Mumbai 400 020, not later than Sunday, March 17, 2019 (5.00 p.m. IST). Ballot Forms received after this date will be treated as invalid.

vi. The remote e-Voting period will commence on Monday, March 18, 2019 (9.00 a.m. IST) and will end on Thursday, March 21, 2019 (5.00 p.m. IST). 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. Friday, March 15, 2019, may cast their votes by remote e-voting. The remote e-Voting module will be disabled by NSDL for voting thereafter. The voting rights of Members shall be in proportion to the paid up equity share capital of the Company as on the cut-off date i.e. Friday, March 15, 2019.

vii Only those Members whose names are recorded in the Register of Members of the Company or in the Register of Beneficial Owners maintained by the Depositories as on the cut-off date shall be entitled to vote. If a person was a Member on the dates of the Book Closure (Thursday, March 7, 2019 to Tuesday, March 12, 2019, both days inclusive) but has ceased to be a Member on the cut-off date i.e. Friday, March 15, 2019, he/she will not be entitled to vote. Such person should treat this Notice for information purposes only.

viii. Mr Pramod S Shah, Managing Partner or in his absence Mr Saurabh Shah, Corporate Advisor of M/s Pramod S Shah & Associates, Practicing Company Secretaries, have been appointed as the Scrutinizer for overseeing the physical voting and remote e-Voting process in a fair and transparent manner.

ix. The Scrutinizer shall submit his report to the Chairman. The results declared along with the report of the Scrutinizer will be placed on the website of the Company www.acclimited.com and on the website of NSDL www.evoting.nsdl.com immediately after the declaration of result by the Chairman or a person authorized by him in this behalf. The results will also be uploaded on the BSE Listing Portal and on the NSE-NEAPS Portal.

x. Subject to receipt of requisite number of votes, the Resolutions shall be deemed to be passed on the date of the Annual General Meeting i.e. March 22, 2019.

Procedure for e-Voting as prescribed by NSDL:

For Members whose e-mail addresses are registered with the Company/Depositories:

Open the e-mail received from NSDL and follow instructions mentioned therein to cast your vote.

For Members whose e-mail addresses are not registered with the Company/Depositories:

Members will receive a Ballot Form along with the Annual Report. They have two options:

i. To opt for voting by Physical Ballot: Those Members who choose to cast their vote by a physical ballot or who do not have access to e-Voting facility, should fill in the Ballot form and post it to the Company at the address mentioned in the Business Reply Envelope OR

Ii. To opt for remote e-voting: Follow the steps mentioned herein below, to cast your votes.

How to 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.

Step 1: 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 eservices i.e. IDEAS, you can log-in at https://eservices.nsdl.com/ 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 A00005 and EVEN is 110406 then user ID is 110406A00005

5. Your password details are given below:

    a) If you are already registered for e-Voting, then you can use your existing password to log-in and cast your vote.

    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, your "initial password" is communicated to you on your postal address.

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 is available on www.evoting.nsdl.com.

    b) Click on "Physical User Reset Password?" (If you are holding shares in physical mode), option is available on www.evoting.nsdl.com.

    c) If you are still unable to get the password by the aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, PAN, name and registered address.

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 are given below:

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

1. After successful log-in 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 the Company.

4. Now you are ready for e-Voting as the Voting page opens.

5. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.

6. Upon confirmation, the message "Vote cast successfully" will be displayed.

7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.

8. 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 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 "pss.scrutinizer@acclimited.com" 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 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.: 1800-222-990 or send a request at evoting@nsdl.co.in

    Members may also send their queries relating to e-Voting to Ms Pallavi Mhatre of NSDL, at E-mail id: evoting@nsdl.co.in or call Toll free No.: 1800-222-990 / Tel. No.: 022-2499 4545.

Additional Information:

i. The Members are requested to update their mobile numbers and e-mail ID's in the user profile details of the folio, which may be used by the Company for sending future communication(s) to them.

ii. Any person, who acquires shares of the Company and becomes a Member of the Company after despatch of the Notice and holding shares as of the cut-off date i.e. Friday, March 15, 2019, may obtain the login ID and password by sending a request at evoting@nsdl.co.in However, if the Member is already registered with NSDL for remote e-voting, then he/she can use his/her existing User-ID and Password for casting the votes.