



NATIONAL BUILDINGS CONSTRUCTION CORPORATION LIMITED

(A Government of India Enterprise)

CIN: L74899DL1960GOI003335

REGISTERED OFFICE: NBCC BHAWAN, LODHI ROAD NEW DELHI-110003

Tel: 011-24367314-5, Website: www.nbccindia.com, E-mail: cs.nbcc@nic.in

A Navratna CPSE

POSTAL BALLOT FORM

[Please read the instructions printed overleaf carefully and return the form on or before 30.04.2016]

Serial No. _____

1) Name and Registered Address of the Sole/ First-named Member as Registered with the Company

2) Name(s) of the Joint-Holder(s), if any Registered with the Company

3) Registered Folio No./DPID No./ Client ID No.

4) No. of Shares held

I/We hereby exercise my/ our vote in respect of **Special Resolution** to be passed through Postal Ballot/e-voting by conveying my/our assent/dissent to the said resolution by placing tick (✓) mark in the appropriate box below:

S. No.	Description	No. of Shares held	I/We assent (agree) to the resolution (Vote in favour)	I/We dissent (disagree) to the Resolution (Vote against)
1.	Approval for splitting of the Company's equity shares of Rs. 10/- each into five (5) equity shares of face value Rs. 2/- each.			
2.	Approval to amend the Capital Clause in the Memorandum of Association of the Company.			
3.	Approval for change of name of the Company to "NBCC (India) Limited" with consequential alteration to Memorandum of Association and Articles of Association of the Company.			

Place :

Date :

(Signature of the Member)

ELECTRONIC VOTING PARTICULARS

The e-voting facility is available at the link <https://www.evoting.nsdl.com/>. The electronic voting particulars are set out as follows:

Even (E-Voting Event Number)	USER ID	PASSWORD/ PIN

NOTES:

- Please read carefully the notes/instructions printed overleaf before exercising your vote. For e-voting, refer instructions given at Postal Ballot Notice.
- Last date for receipt of the Postal Ballot Forms by the Scrutinizer is April 30, 2016
- Please return your Postal Ballot form in the postage- prepaid self-addressed envelope enclosed herewith.

INSTRUCTIONS

1. A MEMBER desiring to exercise vote by Postal Ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the attached postage-prepaid self addressed Business Reply Envelope. Postage will be borne and paid by the company. However, envelopes containing postal ballots, if deposited in person or sent by courier/ speed post at the expense of the member will also be accepted.
2. Alternatively, a Member may vote through electronic mode as per the instructions for voting through electronic means provided in the Postal Ballot Notice sent forthwith. The detailed procedure for e- voting is enumerated in the notes to the Postal Ballot Notice.
3. Kindly note that Members can opt for only one mode of voting i.e either by Postal Ballot or through e-voting. If members are opting for e-voting then they should not vote by Postal Ballot or vice-versa. However, in case members cast their vote both by Postal Ballot and e-voting, then voting done through e-voting shall prevail and voting done by Postal Ballot will be treated as invalid.
4. The Board of Directors of the Company has appointed M/s PC Jain & Co., Practicing Company Secretaries as the Scrutinizers for conducting the Postal Ballot and e-Voting processes in a fair and transparent manner and they have communicated their willingness to be appointed and will be available for this purpose.
5. This form should be completed and signed by the member (as per the specimen signature registered with Company/Depository Participants). In case of joint-holding, this Postal Ballot Form should be completed and signed by the first-named shareholder and failing him, by the next-named shareholder and in his absence, by the next named member(s). in case of, shares held by the Companies, Trusts, Societies, etc. the duly completed Postal Ballot Form should be signed by the authorized signatory(ies) and must be accompanied by a certified true copy of the Board Resolution/ Power of Attorney, failing which the same shall be rejected.
6. The postage pre-paid self addressed envelope bears the address for communication.
7. Consent must be accorded by either placing a tick mark (✓) in the column 'I We assent to the resolution or dissent must be accorded by placing a tick mark (✓) in the column 'I We dissent to the resolution .
- 8 . Duly completed Postal Ballot Forms should reach the Scrutinizer not later than 17 00 Hours IST on 30 04 2016 .Any Postal Ballot form received after this date will be treated as if the reply from the Member has not been received .No other form or photocopy of the Postal Ballot Form will be permitted /accepted by the Company .
- 9 . A member may request for a duplicate Postal Ballot Form ,if so reacquired ,from the Registered Office of the Company .However ,the Duly filled in duplicate Postal Ballot Form should reach the Scrutinizer not later than the time and specified at Instruction No .8 above .
- 10 . There will be Postal Ballot for every Folio /Client Id irrespective of the number of joint holders .
- 11 . Only a Member entitled to vote is entitled to fill in the Postal Ballot Form and send it to the Scrutinizer , and any recipient of the notice who has no voting right should treat the Notice as intimation only .
- 12 . Incomplete ,unsigned ,mutilated ,defaced or incorrectly ticked Postal Ballot forms will be rejected . Any communication other than duly filed and completed Postal Ballot indicating your assent (or)or dissent (against) sent to the Scrutinizer shall not be taken on record .
- 13 . Members are requested not to send any other paper along with the Postal Ballot forms in the enclosed postage pre paid self addressed envelope .
- 14 . Voting rights shall be reckoned on the paid up value of the shares registered in the name of the Members on the relevant date 23 03 2016
- 15 . The resolutions if passed by the requisite majority ,then the date of declaration of results of Postal Ballot resolution will be taken to be the date of passing of the resolution .
- 16 . The result of the Postal Ballot will also be displayed at websites of the Company at www.nbccindia.com besides communicating to the stock exchange where the Company's shares are listed for information of the members .
- 17 . A member need not use all the votes nor does he need to cast all the votes in the same way .
- 18 . The Postal Ballot shall not be exercised by a proxy .
- 19 . Members are requested to fill in the Postal Ballot Form by pen (ball pen /gel pen /ink pen)only and avoid using any other writing medium \$ like pencil etc .
- 20 . The Scrutinizer's decision on the validity of a Postal Ballot Form will be final .