



## AUSTIN ENGINEERING COMPANY LIMITED

Village: Patla, Taluka: Bhesan, Dist: Junagadh 362 030, Gujarat, India.

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CIN: L27259GJ1978PLC003179

### NOTICE OF POSTAL BALLOT

E-VOTING STARTS ON	E-VOTING ENDS ON
Wednesday, November 16, 2022 9.00 a.m.	Thursday, December 15, 2022 5.00 p.m.

Notice is hereby given to the members of Company that pursuant to and in compliance with the provisions of Sections 108, 110 and other applicable provisions, if any of the Companies Act, 2013 (“the Act”) read with Rules 20 & 22 of the Companies (Management and Administration) Rules, 2014, (the “Rules”) and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, (Listing Regulations) Secretarial Standard-2 on General Meetings (the SS-2) to the extent applicable, Circulars issued by the Ministry of Corporate Affairs (“MCA Circulars”) and Circulars issued by SEBI(SEBI Circulars) and other applicable laws and regulations, the Company seeks approval of Members by way of Postal ballot process for the resolutions as set out in the **Postal Ballot Notice dated 22<sup>nd</sup> October, 2022.**

In accordance with MCA and SEBI Circulars, the Company has completed the dispatch of the notice on **14<sup>th</sup> November, 2022** to all the members whose names appear in the Company’s register of members as at the closure of business hours on **Friday, November 11, 2022** (Cut-of-Date) electronically through e-mail on the email address that are registered with the Company or with the depositories/depository participants.

Members whose email addresses were not registered with the Company or Depository Participant(s) as on the cut-off-date are requested to register their e-mail addresses, in respect of electronic holdings with the Depository through their concerned Depository Participant(s).

In pursuance of regulation 44 of SEBI Listing Regulations, the Company has engaged the services of Central Depository Services (India) Limited (“CDSL”) to provide electronic facility to the members of the Company.

The detailed instructions and procedure for remote e-voting are enumerated in the Postal Ballot Notice. In this regards the members are hereby noticed that:

1. Members can vote on the Resolutions only through e-voting which will commences at 09.00 a.m. on Wednesday, November 16, 2022 and will end at 05.00 p.m. on Thursday, December 15, 2022.
2. Members desiring to exercise their vote through the e-voting process are requested to read carefully the instructions provided in the Postal Ballot Notice and record their assent (FOR) or dissent (AGAINST) by following the procedure as stated in the notes forming part of the Notice for casting of votes by e-voting not later than 5.00 p.m. on Thursday, December 15, 2022. The e-voting facility will be disabled by CDSL immediately thereafter.
3. **FRIDAY, November 11, 2022** has been identified as cut-off-date to determine the entitlement to vote through remote e-voting. A person who is not a member as on cut-off-date should treat this notice for information purpose only.

4. The members holding shares in dematerialized mode can exercise their vote by electronic means only i.e., remote e-voting.
5. The hard copy of the notice along with postal ballot form and postage prepaid self-address business reply envelop will not be sent to the members in accordance with the requirements specified under MCA circulars.
6. In case of non-receipt of notice of postal ballot, a member on the cut-off-date can either download the same form for the web site of the Company viz. [www.aec.com](http://www.aec.com) or website of CDSL [www.evotingindia.com](http://www.evotingindia.com).
7. **Mr. Kaushik Jayantilal Shah**, of K J Shah & Company, Company Secretary, Ahmedabad has been appointed as scrutinizer for conducting the process of postal ballot in a fair and transparent manner.
8. The result of the postal ballot will be announced by the Chairman or any other person authorised by the Chairman of the Company on or before December 17, 2022 at the registered office of the Company.
9. The result along with the Scrutinizer's report will be posted on the website of the Company [www.aec.com](http://www.aec.com) besides communicating to the BSE where the shares of the Company is listed and CDSL.
10. Any queries or issues regarding e-voting may be addressed to Mr. Rakesh Dalvi, Sr. Manager, (CDSL, ) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or call on 022-23058542/43. Any grievances connected with the postal ballot process may be addressed to Mr. Kiran Shah, Executive Officer (Secretarial) @ [kiranshah09@yahoo.com](mailto:kiranshah09@yahoo.com)

In case of any queries, members may refer the Frequently Asked Questions (FAQs) and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoing@cdslindia.com](mailto:helpdesk.evoing@cdslindia.com).

Member are requested to read carefully all the notes set out in the notice and in particular manner of casting vote through remote e-voting.

**By the order of Board of Directors  
Austin Engineering Company Limited**

**Place: Patla, Dist. Junagadh  
Date: 15<sup>th</sup> November, 2022**

**SD/-  
Rajan. R. Bambhania  
Managing Director  
DIN: 00146211**