

**Instructions and other information relating to e-voting are as under:**

**Voting through electronic mode**

I. The process and instructions for e-voting are as under:

A) In case of members receiving e-mail:

- a) Open your web browser during the voting period and log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com)
- b) Now click on "Shareholders" to cast your votes.
- c) Now select the Electronic Voting Sequence Number-"EVSN" alongwith "Emergent Energy and Services Limited" from the drop down menu and click on "SUBMIT".
- d) If you are holding shares in demat form and have already voted earlier on [www.evotingindia.com](http://www.evotingindia.com) for a voting of any Company, then your existing login id and password are to be used. If you are a first time user follow the steps given below.
- e) Now, fill up the following details in the appropriate boxes:

USER-ID	For members holding shares in Demat Form:- For NSDL:- 8 Character DP ID followed by 8 Digit Client ID For CDSL:-16 digits beneficial ID For members holding shares in Physical Form:- Folio Number registered with the Company
PAN	Enter your 10 digit alpha-numeric "PAN" issued by Income Tax Department when prompted by the system while e-voting (applicable for both demat shareholders as well as physical shareholders)
DOB	Enter the Date of Birth as recorded in your demat account or in the Company records for the said demat account of folio in dd/mm/yyyy format

- f) After entering these details appropriately, click on "SUBMIT" tab.
- g) Members holding shares in physical form will then reach directly the EVSN selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are mandatorily enter their login password in the new password field. Kindly note that this password id to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that the company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- h) For members holding shares in physical form, the details can be used only for e-voting on the Resolutions contained in this Notice.
- i) Click on the relevant EVSN on which you choose to vote.
- j) On the voting page, you will see Resolution Description and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- k) Click on the "Resolutions File Link" if you wish to view the entire Resolutions.
- l) After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- m) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- n) You can also take out the print out of the voting done by you by clicking on "Click here to print" option on the voting page.
- o) If demat account holder has forgotten the changed password then enter the USER ID and Captcha Code click on forgot password & enter the details as prompted by the system.
- p) Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are requested to log on to <https://www.evotingindia.com> and register themselves, link their account which they wish to vote on and then cast their vote. They should upload a scanned copy of the Board resolution and POA in favour of the Custodian who they have authorised to vote on their behalf, in PDF format in the system for the scrutinizer to verify the vote.

B) In case of members receiving the physical copy of Notice of AGM (For members whose email IDs are not registered with the Company/Depository Participant(s) or requesting physical copy):

Please follow all steps from Sl.no. (a) to sl.no.(p) above, to cast vote.

C) The e-voting period begins on Monday, 22<sup>nd</sup> September, 2014 at 9:00 am and ends on Wednesday, 24<sup>th</sup> September, 2014 at 5:00 pm. During this period shareholders' of the company, holding shares either in physical form or in dematerialised form, as on the cut off date August 29, 2014, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by shareholder, the shareholder shall not be allowed to change it subsequently.

D) In case you have any queries or issues regarding e-voting, you 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.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

- Mr.P.C.Jain, Practising Company Secretary (CP No.3349) has been appointed as Scrutinizer to scrutinize voting process in a fair and transparent manner.
- The Scrutinizer shall within a period not exceeding three (3) working days from the conclusion of the e-voting period unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company.
- The results shall be declared on or after the AGM of the Company. The Results declared along with the Scrutinizer's Report shall be available for inspection and also placed on the website of the Company with the prescribed period.

**Share Transfer Agents:** M/s. RCMC Share Registry Pvt. Ltd.  
B-25/1, First Floor, Okhla Industrial Area Phase - II, New Delhi - 110 020  
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