

SVC RESOURCES LIMITED

Registered Office: Unit No. 42, Citi Mall, Link Road Andheri (West), Mumbai – 400053
Corporate Office: C-1, Fortune Delight, Hoshangabad Road, Bhopal, Madhya Pradesh – 462026
CIN - L10100MH1976PLC018861**Website:** svcreources.co.in

NOTICE OF POSTAL BALLOT

Notice pursuant to Section 110 of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014.

Dear Members,

Notice is hereby given pursuant to Section 110 of the Companies Act, 2013, read with the Companies (Management and Administration) Rules, 2014 that the following Special Business are proposed to be passed as Ordinary/Special Resolutions by means of Postal Ballot/electronic voting as the case may be, by the shareholders of SVC Resources Limited (the **“Company”**) by way of postal ballot or electronic voting. An Explanatory statement, pursuant to Section 102 of the Act, setting out the material facts pertaining to the aforesaid resolution(s) is annexed hereto for your consideration.

The Postal Ballot form (‘Form’) for voting on the resolution (s) is attached herewith. The Board of Directors of the Company has appointed M/s. J.S. Virani & Company, Practising Company Secretary as the Scrutinizer for conducting the postal ballot voting process in a fair and transparent manner.

You are requested to carefully read the instructions printed on the Form, and return the same duly filled and executed in original in the self-addressed postage pre-paid envelope (if posted in India) so as to reach the Scrutinizer not later than the close of business hours i.e. 5:00 P.M. IST on February 13, 2017 (**“Closing Date”**). Please note that any postal ballot form(s) received after the Closing Date and time will be treated as if no reply has been received from the member.

In compliance with the provisions of Section 110 of the Act read with the Rules, e-voting facility is being provided to all members which would enable them to cast their votes electronically. The Company has engaged the services of Central Depository Services Limited (CDSL) for providing the e-voting facility through its platform. The process and manner for e-voting is provided in this Notice. E-voting will be open till 5.00 P.M. IST on the Closing Date. In case a member votes through e-voting facility, he/she is not required to send the physical Form. In case a member votes through e-voting facility as well as sends his/her vote through physical Form, the vote cast through physical mode shall be considered and the e-voting shall not be considered by the Scrutinizer.

After completion of scrutiny, the Scrutinizer will submit his report to the Chairman. The results of Postal Ballot shall be declared by the Chairman of the Company on February 14, 2017 at the Registered Office of the Company and the resolution will be taken as passed effectively on the date of declaration of the results. The results of the Postal Ballot will be displayed on the Company's website viz. www.svcreources.co.in and on the website of BSE Limited viz. www.bseindia.com. A brief report on the e-voting or postal ballot conducted shall be recorded in the Minutes Book and signed by the Chairman within thirty days from the date of passing of Resolution by e-voting or postal ballot.

RESOLUTIONS PUT THROUGH POSTAL BALLOT

a. PREFERENTIAL ISSUE FOR ROUNDING OFF OF PAID UP SHARE CAPITAL FOR THE PURPOSE OF CONSOLIDATION OF SHARE CAPITAL

To consider and if thought fit, to pass the following resolution as a Special Resolution:

RESOLVED THAT pursuant to Section 62(1)(c), Section 42 and other applicable provisions, if any, of the Companies Act, 2013 (“Act”) along with the rules thereunder, and the provisions of the Articles of Association of the Company, consent of the Company be and is hereby accorded to the Board of Directors (which term shall include any Committee thereof), to offer, issue and allot upto 20,667 (Twenty Thousand Six Hundred and Sixty Seven) equity shares of nominal value Rs.1/- each at a price of Rs. 2/- (Rupees Two only) per share to Mr. Akhilesh Malvi, Managing Director on such terms and conditions and in such manner as the Board may think fit, prior to the consolidation of shares on Record Date defined below, to ensure that the total paid up Equity share capital of the Company after the consolidation of shares as aforesaid is a round figure and does not comprise of any fractional shares.

RESOLVED FURTHER THAT Directors of the Company be and are hereby severally authorized to do all such acts, deeds and things as may be considered necessary or expedient to give effect to this resolution.”

b. CONSOLIDATION OF SHARE CAPITAL OF THE COMPANY

To consider and if thought fit, to pass the following resolution as a Special Resolution:

“RESOLVED THAT pursuant to Section 61(1)(b) and other applicable provisions if any, of the Companies Act, 2013 (including any statutory modification or re-enactment thereof for the time being in force), read with the Articles of Association of the Company, and any other approval, consent, permission, sanction etc. as may be required from any government or other authority, consent of the Company be and is hereby accorded for consolidation of the entire authorised, issued, subscribed and paid-up equity shares in the share capital of the Company by increasing the nominal value of the equity shares from Rs.1/- (Rupees One only) each to Rs. 10/- (Rupees Ten only) each so that every 10 (Ten) equity shares with nominal value of Rs.1/- (Rupees One only) each held by a member are consolidated and re-designated into 1 (one) equity share with nominal value of Rs.10/- (Rupees Ten only) each.

RESOLVED FURTHER THAT:

- (1) no member shall be entitled to a fraction of a share as a result of implementation of this resolution for consolidation of shares, and the Company shall not issue any certificate or coupon in respect of such fractional shares; and
- (2) all fractional shares resulting from consolidation shall be aggregated into whole shares and held in trust by the Managing Director, Mr. Akhilesh Malvi as trustee appointed by the Board (“Trustee”) for the benefit of the members, and share certificates shall be issued in the name of the Trustee. Such Trustee shall as soon as possible dispose the said whole shares to such person(s) as he may deem fit at his sole discretion, and the net sale

proceeds from sale of such shares after adjusting the cost and expenses in respect thereof shall be distributed proportionately amongst the members who would otherwise be entitled to such fractional shares;

RESOLVED FURTHER THAT the consolidation of shares be determined on the basis of those shareholders whose names appear in the Register of Members as on the record date as may be fixed by the Board of Directors of the Company in this regard (hereinafter referred to as the “**Record Date**”).

RESOLVED FURTHER THAT:

(A) in case of shares held in physical form, the existing share certificates issued to the holders of the equity shares of the Company be treated as cancelled from the Record Date, and fresh share certificates be issued in respect of the consolidated equity shares of the Company to such members in accordance with the provisions of the Companies Act, 2013 read with Companies (Share Capital and Debentures) Rules, 2014.

(B) In case of shares held in dematerialised form, the respective beneficiary accounts of the members who hold the shares of the Company in dematerialized form be credited with consolidated equity shares in lieu of their existing shares.

RESOLVED FURTHER THAT the Board of Directors of the Company be and is hereby authorized to do all such acts, deeds and matters as they may in their absolute discretion deem necessary, expedient or desirable for completing the consolidation of shares of the Company and giving effect to the foregoing resolutions, including without limitation (i) consolidation of all fractional entitlements of shareholders of the Company and dealing with the same in accordance with the Articles of Association of the Company and taking all other actions to facilitate the process of consolidation, including the issue and transfer of new shares in lieu of fractional entitlements of members; (ii) settlement of any questions, difficulties or doubts with respect to the foregoing resolution and / or delegation of any of their powers to such person, committee etc. as may be authorized by the Board.”

c. ALTERATION TO CAPTIAL CLAUSE IN THE MEMORANDUM OF ASSOCIATION OF THE COMPANY

To consider and if thought fit, to pass, the following resolution as an Ordinary Resolution:

“RESOLVED THAT pursuant to Section 13, Section 61 and other applicable provisions if any, of the Companies Act, 2013 and the rules, orders and notifications issued thereunder (including any statutory modification or re-enactment thereof, for the time being in force), read with the Articles of Association of the Company, the existing Clause IV of the Memorandum of Association of the Company be deleted and substituted by the following:

“The Share Capital of the Company is Rs. 15,00,00,000/- (Rupees Fifteen Crore only) divided into 1,50,00,000/- (One Crore Fifty Lacs) shares of Rs. 10/- (Rupees Ten only) each.”

RESOLVED FURTHER THAT the amendment to the Memorandum of Association as aforesaid shall take effect upon, and simultaneous with, consolidation of the issued,

subscribed and paid-up equity shares in the share capital of the Company by way of increase in the nominal value of each equity share from Rs.1/- (Rupees One only) per share to Rs. 10/- (Rupees Ten only) per share.

RESOLVED FURTHER THAT Directors of the Company be and are hereby severally authorized to do all such acts, deeds and things as may be considered necessary or expedient to give effect to this resolution.”

d. ALTERATION TO CAPTIAL CLAUSE IN THE ARTICLES OF ASSOCIATION OF THE COMPANY

To consider and if thought fit, to pass, the following resolution as a Special Resolution:

“**RESOLVED THAT** pursuant to Section 14 and other applicable provisions if any, of the Companies Act, 2013 and the rules, orders and notifications issued thereunder (including any statutory modification or re-enactment thereof, for the time being in force), read with the Articles of Association of the Company, the existing Share Capital Clause in the Articles of Association of the Company be deleted and substituted by the following:

“The Authorized Share Capital of the Company is Rs. 15,00,00,000/- (Rupees Fifteen Crore Only) divided into 1,50,00,000 (One Crore Fifty Lacs) Equity shares of Rs. 10/- (Rs. Ten only) each with power to increase and reduce the Capital, to divide the share in the Capital for the time being into several classes and respectively such preferential, or Special rights thereto attach privileges and conditions as may be determined by or in accordance with the regulations of the Companies Act, 2013 and to vary, modify or abrogate such rights, privileges or conditions in such manner as may for the time being be provided by the regulations of the company and consolidate or sub-divide the shares and issue shares of higher denomination.”

RESOLVED FURTHER THAT Directors of the Company be and are hereby severally authorized to do all such acts, deeds and things as may be considered necessary or expedient to give effect to this resolution.”

For and on behalf SVC Resources Limited

Akhilesh Malvi
Managing Director
DIN - 05306645

Place: Mumbai
Date: January 14, 2017

NOTES:

1. An Explanatory Statement pursuant to Section 102 of the Act stating all material facts and the reasons for the proposal is annexed herewith.

2. The Notice is being sent to all the members, whose names appear in the Register of Members/ Records of Depositories as on close of business hours on January 13, 2017. In accordance with the provisions of Section 110 of the Companies Act 2013 read with Rules 18 and 22 of the Companies (Management and Administration) Rules, 2014, this Postal Ballot Notice along with the Postal Ballot Form is being sent by e-mail to those members who have registered their e-mail address with the Registrar and Share Transfer Agent (in respect of shares held in physical form) or with their Depository Participants (in respect of shares held in electronic form) and made available to the Company by the Depositories. All other Members will receive this Postal Ballot Notice along with the Postal Ballot Form through registered post or such other mode as permitted under law.
3. Voting rights shall be reckoned on the paid up value of shares registered in the name of the members as on January 13, 2017. Only members as on the said date shall be entitled to vote on the proposed resolutions by postal ballot. A person who is not a member as on the said date should treat this notice as for information purposes only.
4. Members who have received Postal Ballot Notice by email and wish to vote through physical form, may write to the Company indicating their option to receive the physical form from the Company or alternatively download the Form from the link: www.svcresources.co.in and on the website of CDSL viz. www.cdslindia.com.
5. Members are requested to read the instructions printed on the Postal Ballot Notice and the Form carefully. Members are requested to comply with the instructions for voting as specified in the instructions on the Postal ballot Notice and the form. Any vote cast by a member in contravention of the instructions may be ruled to be invalid by the Scrutinizer.
6. The Company has also provided e-voting facility to all its members to enable them to cast their votes electronically instead of dispatching the physical Postal Ballot Form by post. The Company has engaged the services of Central Depository Services Limited (CDSL) for the purpose of providing e-voting facility to all its members. For instructions on e-voting facility, please refer to the instructions below.
7. Members can opt for only one mode of voting i.e. either by posting the Postal Ballot Form or through e-voting. In case members cast their votes through both the modes, voting done by physical mode shall prevail and votes cast through e-voting will be ignored, and treated as invalid.
8. The date of declaration of results of the postal ballot shall be the date on which the resolution would be deemed to have been passed, if approved by requisite majority.
9. All documents referred to in the resolutions to be considered by Postal Ballot are open for inspection at the registered office of the Company on all working days between 11.00 AM to 5.00 PM upto the Closing Date of the postal ballot. Same has also been uploaded on the website of the Company at svcresources.co.in for inspection by all stakeholders.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

Item No.(a), (b), (c) & (d)

The total paid up share capital of the Company as on date comprises of 6,95,33,333 (Six Crore Ninety Five Lakhs Thirty Three Thousand Three Hundred and Thirty Three) equity shares of nominal value of Rs.1/- (Rupees One only) each. Upon consolidation of every 10 (Ten) shares into one equity share, the Company would be left with balance 3 equity shares which cannot be consolidated into whole shares. To avoid this situation, The Board of Directors of the Company have proposed to offer, issue and allot upto 20,667 (Twenty Thousand Six Hundred and Sixty Seven Shares) equity shares of nominal value Rs.1/- each at a price of Rs. 2/- (Rupees Two only) per share to Mr. Akhilesh Malvi, Managing Director prior to the consolidation of shares to ensure that the total issued, subscribed and paid up Equity share capital of the Company after the consolidation of shares as aforesaid is a round figure and does not comprise of any fraction so that it ensures consolidation is carried out in sound manner.

Subsequent to the allotment of 20,667 equity shares and consolidation the capital structure of the company shall be as follows:-

Particulars	No. of Shares (a)	Nominal Value (b)	Paid Up Capital (c) = (a)*(b)
Existing Paid Up Capital	6,95,33,333	Rs. 1/-	6,95,33,333/-
Fresh Allotment	20,667	Rs. 1/-	20,667/-
Paid Up Capital After Allotment Prior to Consolidation	6,95,54,000	Rs. 1/-	6,95,54,000/-
Paid Up Capital After Consolidation	69,55,400	Rs. 10/-	6,95,54,000/-

Further disclosure relating to Preferential Allotment proposed at item (a) are annexed herewith as Annexure I.

Due to large number of shareholders, the compliance and administrative activities of the Company have also increased manifold and every corporate action takes its own time to implement due to the procedural requirements which are otherwise mandated for companies with a much larger shareholder base. In view of this and in the best interests of the small public shareholders of the Company, it is being proposed to re-organise the Company's share capital by way of a share consolidation by increasing the nominal value of each share of the Company from Rs.1/- to Rs.10/- per share. Consolidation of shares of the Company is expected to be beneficial for all parties involved.

The Company will benefit from significant savings in costs, reduction in administrative and procedural work and legal compliances, and general efficiency in corporate decision making.

In light of the above, it is proposed to consolidate the entire authorised, issued, subscribed and paid-up equity shares in the share capital of the Company by increasing the nominal value of the equity shares from Rs.1/- (Rupees One only) per share to Rs.10/- (Rupees Ten only) per share so that every 10 (Ten) equity shares with nominal value of Rs. 1/- (Rupees One only) each held by a member are consolidated and re-designated into 1 (one) equity share with nominal value of Rs.10/- (Rupees Ten only) each with effect from the Record Date determined for this purpose. In this connection, capital clause in the Memorandum and Articles of Association of the Company will also have to be suitably amended to reflect the revised consolidated share capital of the Company.

Fractional entitlements

Any fractions arising from such consolidation will be aggregated into whole shares and the number of whole shares so arising will be held by Mr. Akhilesh Malvi, who would be responsible for selling them and distributing the net sale proceeds amongst the shareholders in proportion to their fractional entitlements.

In case of non-resident shareholders, the payment of consideration in lieu of fractional entitlements would be subject to the provisions of Foreign Exchange Management Act, 1999 and any approvals from the Reserve Bank of India etc as may be required.

As on date, the authorized share capital of the Company is Rs. 15,00,00,000/- (Rupees Fifteen Crore only) divided into 15,00,00,000 (Fifteen Crore) shares of nominal value of Rs.1/- (Rupees One only) each.

The Company proposes to consolidate the authorised, issued, subscribed and paid-up equity shares in the share capital of the Company by increasing the nominal value of the equity shares from Rs.1/- (Rupees One only) each to Rs.10/- (Rupees Ten only) each so that every 10 (Ten) equity shares with nominal value of Rs.1/- (Rupees One only) each held by a member are consolidated and re-designated into 1 (one) equity share with nominal value of Rs.10/- (Rupees Ten only) each, in the manner specified in resolution under Item No. (b) above, read with Explanatory Statement thereto. This would necessitate amendment of Clause IV of Memorandum of Association of the Company, which specifies the authorized share capital of the Company.

Resolution (c) & (d) seeks shareholder approval to alter capital clause in the Memorandum and Articles of Association to consolidate the Company's issued, subscribed and paid - up capital by consolidating every ten existing Shares into one new Share ("Consolidation").

The purpose of the Consolidation is to provide the Company with a more appropriate capital structure for a company of its size and nature. The Company currently has 6,95,33,333 Shares. The Board considers that having such a large number of Shares subjects the Company to a number of disadvantages including:

- additional share price volatility arising from the fact that a change in the price of the Shares represents a higher percentage of the Share price than it would if the Company had a greater Share price;
- In comparison to other companies listed on the Bombay Stock Exchange Limited ("BSE"), Company currently has a large number of shares on issue when considered

in relation to the Company's market capitalisation. The consequence of this is that the market price per share traded on the Bombay Stock Exchange Limited ("BSE") is relatively low.; and

- negative perceptions associated with a low share price.

Further Issue of Shares, Consolidation of Face Value, Alteration to Capital Clause in the Memorandum and Articles of Association of the Company as proposed herein above requires the approval of the members. The Board recommends the passing of the resolution as an Ordinary/Special Resolution.

None of the Directors except Mr. Akhilesh Malvi, key managerial personnel or their relatives are in any way concerned or interested in the passing of this resolution, except to the extent of their shareholding in the Company, if any.

Annexure I

Disclosure pursuant to SEBI (Issue of Capital and Disclosure Requirement) Regulations, 2009, Companies Act, 2013 and Rules made there under regarding Preferential Allotment of Shares are as follows:-

1. The object of the issue is to ensure that total paid up equity share capital of the Company after consolidation of shares as aforesaid is a round figure and does not comprise of any fractional shares.
2. Company has proposed to issue 20,667 equity shares of Nominal Value of Rs.1/- each at Issue Price of Rs.2/- each (i.e. Premium of Re. 1/- per share) to Mr. Akhilesh Malvi, Managing Director of the Company.
3. The Equity Shares are proposed to be issued at Rs.2/- each.(Face Value of Rs.1/- and Premium of Rs. 1/- each) which is higher than the average price calculated as per ICDR regulations, book value, Earning Per Share etc.
4. The price of equity shares have been arrived at on the basis of Valuation Report prepared by Statutory Auditors. The Valuation Report is available for inspection at the Registered office of the company in the manner specified above.
5. The relevant date with reference to which the price has been arrived is as per SEBI (ICDR) Regulations, 2009.
6. The equity shares are proposed to be offered and allotted to Mr. Akhilesh Malvi, Managing Director on such terms and conditions as may be decided between board and Mr. Akhilesh Malvi.
7. To ensure that total paid up equity share capital of the Company after the consolidation of shares as aforesaid is a round figure and does not comprise of any fraction it is proposed to issue 20,667 shares to Mr. Akhilesh Malvi, Managing Director of the company. All fractional shares resulting from consolidation shall be aggregated into whole shares and held in trust by the Managing Director, Mr. Akhilesh Malvi as trustee appointed by the Board ("Trustee") for the benefit of the members and share certificates shall be issued in the name of the Trustee. Such Trustee shall as soon as possible dispose the said whole shares to such person(s) as he may deem fit at his sole discretion, and the net sale proceeds from sale of such shares after adjusting the cost and expenses in respect thereof shall be distributed proportionately amongst the members who would otherwise be entitled to such fractional shares.

8. The preferential allotment of equity shares to the trustees will be completed within such time as prescribed under the Act/Rules.
9. Company has proposed to Allot 20,667 Equity shares to Mr. Akhilesh Malvi and post issue % shareholding of the Allottee will not change the shareholding pattern as Mr. Akhilesh Malvi shall hold minimal no. of shares in the company.
10. There would be no change in control of the Company consequent to this preferential offer.
11. No other allotments on preferential basis have been made by the Company in this year.
12. The pre issue and post issue shareholding pattern of the company in the following format-

Sr. No.	Category	Pre Issue		Post Issue	
		No. of Shares Held	% of Shareholding	No. of Shares Held	% of Shareholding
A	Promoters Holding				
1	Indian				
	Individual	NIL	NIL	NIL	NIL
	Bodies Corporate	1,99,35,658	28.67	1,99,35,658	28.66
2	Foreign Promoters	NIL	NIL	NIL	NIL
	Sub Total (A)	1,99,35,658	28.67	1,99,35,658	28.66
B	Non - Promoters Shareholding				
1	Institutional Investors	7,60,453	1.09	7,60,453	1.09
2	Non - Institutional Investors				
	Directors and Relatives: Akhilesh Malvi (Managing Director)	NIL	NIL	20,667	0.03
	Indian Public	3,11,13,239	44.75	3,11,13,239	44.73
	Others (including NRI's)	1,77,23,983	25.49	1,77,23,983	25.48
	Sub Total (B)	4,95,97,675	71.33	4,96,18,342	71.34
	Grand Total	6,95,33,333	100	6,95,54,000	100

Undertaking(s):

This is to undertake that the price will be recomputed in terms of the provision of the SEBI (ICDR Regulations). If the amount payable upon the re-computation is not paid within the stipulated time as mentioned in the SEBI (ICDR Regulations), the specified securities shall continue to be locked in till such amount is paid by the allottees.

Lock in:

The Equity Shares shall be locked in for such period as may be specified under the SEBI (Issue of Capital and Disclosure Requirements) Regulations, 2009.

Auditors' Certificate:

Certificate from M/s. Jain & Jain, Chartered Accountants and Statutory Auditors of the Company, certifying that the issue of Equity Shares is being made in accordance with the SEBI (ICDR Regulations).

For and on behalf SVC Resources Limited

Akhilesh Malvi
Managing Director
DIN - 05306645

Place: Mumbai
Date: January 14, 2017

SVC RESOURCES LIMITED

Registered Office: Unit No. 42, Citi Mall, Link Road Andheri (West), Mumbai – 400053
Corporate Office: C-1, Fortune Delight, Hoshangabad Road, Bhopal, Madhya Pradesh – 462026
CIN - L10100MH1976PLC018861 website: svcreources.co.in

POSTAL BALLOT FORM

Sr. No	Particulars	Particulars
1.	Name of the Sole/First Named Shareholder:	
2.	Registered address of Shareholder:	
3.	Name of Joint Holders If any:	
4.	Folio No./DP ID no*/Client ID No.:	
5.	Number of shares held:	

I/We hereby exercise my/our vote in respect of the Special Business to be passed through Postal Ballot for the business set out in the Notice of the Company by sending my/our assent or dissent to the said Resolution by placing the tick mark (☐) at the appropriate box below:

Sr No	Description	No. shares of	I/ We assent to the Resolution (FOR)	I/ We dissent to the Resolution (AGAINST)
1.	Preferential Issue for Rounding Off of Paid up Share Capital for the purpose of consolidation of share capital			
2.	Consolidation of share capital of company			
3.	Alteration to capital clause in the Memorandum of Association of company			
4.	Alteration to capital clause in the Articles of Association of the Company			

Place:

Date:

Signature of the Shareholder

The instructions for e-voting are as under:-

- (i) The e-voting period begins on January 15, 2017 at 10.00 am and ends on February 13, 2017 at 5.00 pm. During this period shareholders' of the Company, holding shares as on the cut-off date i.e. January 13, 2017 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) The shareholders should log on to the e-voting website www.evotingindia.com.
- (iii) Click on Shareholders.
- (iv) Now Enter your User ID
 - a. For CDSL: 16 digits beneficiary ID,
 - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
- (vii) If you are a first time user follow the steps given below:

For Members holding shares in Demat Form and Physical Form	
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"> • Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field. • In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.
Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. <ul style="list-style-type: none"> • If both the details are not recorded with the depository or Company please enter the member ID / Folio number on the Dividend Bank details field as mentioned in instruction (iv).

- (viii) After entering these details appropriately, click on "SUBMIT" tab.
- (ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is 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 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.
- (x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xi) Click on the EVSN of **SVC Resources Limited** on which you choose to vote.
- (xii) 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.
- (xiii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xiv) 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.
- (xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take out print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xvii) If a demat account holder has forgotten the changed password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xix) Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobileapp while voting on your mobile. Note for Non – Individual Shareholders and Custodians.
 - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details a compliance user should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
 - The list of accounts linked in the login should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
 - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (xx) 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, under help section or write an email to helpdesk.evoting@cdslindia.com