

**Corporate Office :**2nd Floor, "Gujarat Mansion", 14, Bentinck Street
Kolkata – 700 001, West Bengal, India**Phone:** (033)-2262-3167 **Fax :** +91-33-2262-3168**E-mail:** info@burnpurcement.com **Website:** www.burnpurcement.com**CIN No:** L27104WB1986PLC040831**POSTAL BALLOT FORM****(To be returned to Scrutinizer appointed by the Company)**

1. Name of the Share Holder :
2. Registered Address of the
Sole/first named shareholder :
3. Name(s) of the joint-holder(s), if any :
4. Registered Folio No. / DP ID*
/ Client ID* :
5. Number of equity share(s) held :

I / we hereby exercise my / our vote(s) in respect of the following resolution(s) to be passed through postal ballot for the business stated in the Notice of the Company by conveying my / our assent or dissent to the said resolution(s) by placing the tick (√) mark in the appropriate box below:

Description	No of Shares	I/We assent to the Resolution (For)	I/We dissent to the Resolution (Against)
Special Resolution for Alteration of Clause III (A) (ii) of Main Objects in the Memorandum of Association of the Company			
Special Resolution for Amendment to Clause III B & III C of the Objects Clause in the Memorandum of Association of Company			

Place:

Date:

Signature of the Member

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CIN No: L27104WB1986PLC040831**Particulars for electronic voting are as under:**

EVEN (E-Voting Event Number)	User ID	Password
104222		

Facility to exercise vote by postal ballot including voting through electronic means will be available during the following period:

Commencement of voting : From 9.00 a.m. (IST) on Wednesday, July 6, 2016

End of voting : Up to 5.00 p.m. (IST) on Thursday, August 4, 2016

The facility for voting through electronic means will be disabled for voting by NSDL upon expiry of the aforesaid voting period.

For those opting to vote through electronic means, instead of voting by the above postal ballot, facility is available at the web link: www.evoting.nsd.com.

Note: Please read the instructions printed overleaf before exercising your vote.



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INSTRUCTIONS

1. A member desiring to exercise vote by postal ballot should complete this Postal Ballot Form and send it to the Scrutinizer in the enclosed self-addressed postage pre-paid 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 / registered / speed post at the expense of the member will also be accepted.
2. The form should be completed and signed by the member (as per the specimen signature registered with the Company). In case of joint holding, the form should be completed and signed by the first-named member and in his /her absence, by the next-named member.
3. There shall be one postal ballot for every folio/Client ID irrespective of the number of joint holders. The voting rights of member's shall be reckoned in proportion to their shares in the total paid up equity share capital of the company as on Friday, 24th June, 2016.
4. In case of shares held by companies, societies, trusts, institutional members, etc., duly completed Postal Ballot Form should be sent to the scrutinizer alongwith a certified true copy of the relevant Board Resolution/Authority letter etc., together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote. Postal Ballot Form signed by the holder of Power of Attorney for and on behalf of a member must be accompanied by a certified copy of the Power of Attorney.
5. Members are requested not to send any other paper along with the Postal Ballot Form. Any extraneous paper attached with this Postal Ballot Form would be destroyed by the Scrutinizer.
6. The duly completed and signed Postal Ballot Form should reach the Scrutinizer not later than Thursday, 4th August, 2016 (up to 5:00 pm) and the Postal Ballot Forms received thereafter will be strictly treated as if the reply from the member has not been received.
7. Kindly note that the members can opt only for one mode of voting i.e. either by Physical Postal Ballot Form or e-voting. If you are opting for e-voting then do not vote by physical Postal Ballot Form and vice versa. If members cast vote(s) by both modes, then voting done through e-voting shall prevail and the voting done by Postal Ballot Form shall be treated as invalid.



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8. The members who have received Postal Ballot Notice by email and wish to vote through physical Ballot Form can download the Postal Ballot Form from website: **www.evoting.nsdl.com** or the website of the Company i.e. **www.burnpurcement.com** and take a print thereof. The members can seek duplicate Postal Ballot Form from the Company's corporate office at 14, Bentinck Street, Gujarat Mansion, 2nd Floor, Kolkata – 700 001.
9. The Postal Ballot Form shall be considered invalid on any of the following grounds:
 - a) It has not been signed by or on behalf of the member;
 - b) Signature on the form doesn't match the specimen signatures with the Company;
 - c) It is not possible to determine without any doubt the assent or dissent of the member;
 - d) Neither assent nor dissent is mentioned;
 - e) Any competent authority has given directions in writing to the Company to freeze the voting rights of the member;
 - f) The envelope containing the Postal Ballot Form is received after the last date prescribed i.e. Thursday, 4th August, 2016 (up to 5:00 pm).
 - g) The Postal Ballot Form, signed in a representative capacity, is not accompanied by a certified copy of the relevant specific authority;
 - h) The Postal Ballot Form is torn, defaced or mutilated in such manner that the signature of the member could not verified or it is difficult for the scrutinizer to identify the member or the number of votes cast or to ascertain whether the votes are for 'Assent' or 'Dissent' , or one or more of these grounds;
 - i) The member has made any amendment to the Resolution or imposed any condition while exercising his / her vote.
10. The Scrutinizer's decision on the validity of the Postal Ballot shall be final and binding.
11. The E-Voting instructions are available in the Notes no 2 in the Notice.