



# GUJARAT STATE FERTILIZERS & CHEMICALS LIMITED

Fertilizernagar – 391 750. Vadodara, Gujarat, INDIA.

CIN : L99999GJ1962PLC001121

NO.SEC/2024

21<sup>st</sup> March, 2024

The Corporate Relationship Department  
BSE Limited  
1st Floor, New Trading Ring  
Rotunda Bldg., P.J.Towers, Dalal Street  
Fort, MUMBAI - 400 001

The Manager, Listing Department  
National Stock Exchange of India Ltd.  
'Exchange Plaza', C/1, Block G  
Bandra-Kurla Complex  
Bandra (East), MUMBAI - 400 051

SCRIP CODE: 500690

SYMBOL: GSFC

## Sub.: Postal Ballot Notice

**Ref.: Disclosure under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations").**

Dear Sir / Madam,

Pursuant to Regulation 30 read with Part A of Schedule III of the SEBI Listing Regulations, please find enclosed Notice of Postal Ballot dated 18<sup>th</sup> March, 2024 ("Notice") along with Explanatory Statement which has been sent to the Members on 21<sup>st</sup> March, 2024 i.e. today, for seeking their approval for appointment of Shri Kamal Dayani, IAS (DIN: 05351774) as Managing Director of the Company with effect from 1<sup>st</sup> February, 2024. The Notice is enclosed for record.

In this regard, we inform you the following:

1. The Notice has been sent to only those Members whose names appear in the Register of Members / List of Beneficial Owners as on the Cut-Off Date i.e., Friday 15<sup>th</sup> March, 2024 and such Members only shall be eligible to cast their votes through remote e-voting.
2. The Company has engaged the services of Central Depository Services (India) Limited for the purpose of providing remote e-voting facility to the Members.
3. The remote e-voting shall commence on Friday, 22<sup>nd</sup> March, 2024 at 9:00 A.M. (IST) and end on Saturday, 20<sup>th</sup> April, 2024 at 5:00 P.M. (IST). The remote e-voting module shall be disabled thereafter and voting shall not be allowed beyond the said date and time.
4. The results of postal ballot will be declared not later than 23<sup>rd</sup> April, 2024.

The Notice is also available on the Company's website [www.gsfclimited.com](http://www.gsfclimited.com) and on the website of the CDSL at [www.evotingindia.com](http://www.evotingindia.com).

You are requested to take the above information on record.

Thanking you,

Yours faithfully,

For Gujarat State Fertilizers & Chemicals Ltd.,

*Nidhi Pillai*

*Company Secretary & Vice President (Legal)*

Membership No.: A15142

E-mail: [investors@gsfc ltd.com](mailto:investors@gsfc ltd.com)

Encl.: a/a



**Gujarat State Fertilizers & Chemicals Limited**  
**CIN: L99999GJ1962PLC001121**  
**Regd. Office: Fertilizernagar – 391 750, Vadodara, Gujarat, India**  
**Tel: +91 265 2242451/2242651, Fax: +91 265 2240966/2240119**  
**Website: [www.gsflimited.com](http://www.gsflimited.com) Email: [investors@gsflimited.com](mailto:investors@gsflimited.com)**

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### NOTICE OF POSTAL BALLOT

**[Pursuant to Section 110 of the Companies Act, 2013 read with Rules 20 and 22 of Companies (Management and Administration) Rules, 2014, each as amended and applicable Circulars issued by the Ministry of Corporate Affairs, from time to time.]**

<b>Commencement of E-voting</b>	<b>Friday, 22<sup>nd</sup> March, 2024 at 9:00 a.m. (IST)</b>
<b>End of E-voting</b>	<b>Saturday, 20<sup>th</sup> April, 2024 at 5:00 p.m. (IST)</b>

Dear Member(s),

**NOTICE** is hereby given pursuant to Sections 108 and 110 and other applicable provisions, if any, of the Companies Act, 2013, (**‘Act’**) including any statutory modification or re-enactment thereof for the time being in force), read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014, (**‘Rules’**), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (**‘SEBI Listing Regulations’**), Secretarial Standard – 2 on General Meetings issued by The Institute of Company Secretaries of India (**‘SS-2’**), and other applicable laws, Rules, Regulations (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force and as amended from time to time), and in accordance with the guidelines prescribed by the Ministry of Corporate Affairs (**“MCA”**) for holding general meetings/ conducting postal ballot through e-voting, vide General Circular No. 09/2023 dated 25<sup>th</sup> September, 2023 (in continuation to all other circulars issued earlier in this regard), and the SEBI circular no. SEBI/HO/CFD/ CFD-PoD-2/P/CIR/2023/167 dated 7<sup>th</sup> October 2023, approval of the Members of Gujarat State Fertilizers & Chemicals Limited is sought for the proposals contained in the resolution forming part of the Postal Ballot Notice (**‘Notice’**), through electronic voting (**‘e-voting’**) only.

Pursuant to Section 102 and Section 110 and other applicable provisions of the Act, the explanatory statement pertaining to the said Resolution setting out the material facts and the reasons/ rationale thereof is annexed to this Notice for your consideration and forms part of this Notice.

In compliance with Regulation 44 of the SEBI Listing Regulations and pursuant to the provisions of Sections 108 and 110 of the Act read with the rules framed thereunder and the MCA and SEBI Circulars, the manner of voting on the proposed resolution is restricted only to e-voting i.e. by casting votes electronically instead of submitting postal ballot forms. In compliance with the MCA Circulars, the postal ballot notice and instructions for e-voting are being sent only through electronic mode to those Members whose email addresses are registered with the Company / depository participant(s)/ Registrar & Transfer Agent i.e. Link Intime India Private Limited (**“RTA”**).

The Company has engaged the services of Central Depository Services Limited (**“CDSL”**) for the purpose of providing e-voting facility to its Members.

Members are requested to carefully read the instructions indicated in this 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. (IST) on Saturday, 20<sup>th</sup> April, 2024. The e-voting facility will be disabled by CDSL immediately thereafter.

**SPECIAL BUSINESS:**

**Item No. 1**

**Appointment of Shri Kamal Dayani, IAS (DIN 05351774) as Managing Director of the Company.**

To consider and, if thought fit, to pass, with or without modification(s), the following Resolution as an **Ordinary Resolution:**

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 (“the Act”) and the Rules made thereunder and the Articles of Association of the Company, Shri Kamal Dayani, IAS (DIN 05351774) in respect of whom the Company has received Order from Government of Gujarat dated 1<sup>st</sup> February, 2024 appointing him as Managing Director of the Company, be and is hereby appointed as a Director of the Company, not liable to retire by rotation with effect from 1<sup>st</sup> February, 2024.

**FURTHER RESOLVED THAT** subject to the provisions of Sections 2(54), 2(78), 160, 161(3), 196, 197, 198, 203, Schedule V and any other applicable provisions of the Act and Rules made thereunder and the applicable regulation/s of SEBI (Listing Obligation and Disclosure Requirements) Regulation, 2015 (including any statutory modification(s) or re-enactment thereof for the time being in force) read with Schedule V to the Act, and based on the recommendations of the Nomination and Remuneration Committee, and the Board of Directors of the Company, consent of the Members be and is hereby accorded for appointment of Shri Kamal Dayani, IAS (DIN 05351774), as Managing Director of the Company, for a period not exceeding five years with effect from 1<sup>st</sup> February, 2024.

**FURTHER RESOLVED THAT** so long as Shri Kamal Dayani, IAS (DIN: 05351774), functions as Managing Director of the Company, he shall not be paid any sitting fees for attending the meetings of the Board of Directors or Committees thereof.

**FURTHER RESOLVED THAT** subject to provisions of the Section 197 and 198 of the Act and Regulation 17 (6) (e) of the SEBI Listing Regulation, the Board of Directors or any Committee thereof as per powers delegated to it, be and is hereby authorized to approve the remuneration, perquisites or terms & conditions as may be received from Government of Gujarat from time to time during the continuity of his appointment.

**FURTHER RESOLVED THAT** the Board of Directors or any Committee thereof as per powers delegated to it, be and is hereby authorized to take all such steps as may necessary for obtaining any approvals – statutory, contractual or otherwise, in relation to the above, and to do all the acts, deeds, matters and things which are necessary, proper, expedient and incidental for giving effect to this resolution.”

Regd. Office: Fertilizernagar –  
391 750, Vadodara, Gujarat

By Order of the Board of Directors,  
For Gujarat State Fertilizers & Chemicals Limited

Date: 18-03-2024  
Place: Vadodara

Sd/-  
Nidhi Pillai  
Company Secretary and Vice President (Legal)

## Explanatory Statement

**As required under Section 102 of the Companies Act, 2013, the Explanatory Statement sets out all material facts relating to the business mentioned under Item No.1 of the accompanying Notice.**

### **Item No.1: Appointment of Shri Kamal Dayani, IAS (DIN 05351774) as Managing Director of the Company**

The General Administration Department, Government of Gujarat has issued an Order vide reference no. AIS/45.2024/10/G dated 1<sup>st</sup> February, 2024 stating that Shri Kamal Dayani, IAS (DIN: 05351774) will hold additional charge of the post of Managing Director of the Company vice Shri Mukesh Puri, IAS (Retd.). In accordance with the Order and pursuant to the recommendation of the Nomination and Remuneration Committee, the Board of Directors, at its Meeting held on 6<sup>th</sup> February, 2024 approved appointed Shri Kamal Dayani, IAS (DIN: 05351774) as Additional Director of the Company in the capacity of Managing Director, in accordance with Article 140 of the Articles of Association of the Company, not liable to retire by rotation, with effect from 1<sup>st</sup> February, 2024 vice Shri Mukesh Puri, IAS (Retd).

Pursuant to the requirement of Regulation 17(1C) of SEBI (Listing Obligations and Disclosure Regulations) 2015 (“SEBI Listing Regulations”), the Company has to ensure that approval of shareholders for his appointment on the Board of Directors is taken at the next general meeting or within a time period of three months from the date of appointment, whichever is earlier. In view thereof, approval of shareholders is required to be obtained by 30<sup>th</sup> April, 2024. The proposal is therefore submitted to the shareholders for their approval.

### **Profile of Shri Kamal Dayani, IAS**

Shri Kamal Dayani, IAS (DIN: 05351774) is currently serving as the Additional Chief Secretary to General Administration Department (Personnel), Government of Gujarat. Shri Kamal Dayani, IAS is a Gujarat Cadre officer of Indian Administrative Services belonging to 1990 batch.

He holds a degree of B.E. in Electronics and post graduate in Business Administration. He commands a very vast experience in public administration and public policy. As an IAS officer, Shri Kamal Dayani, IAS has worked in various capacities covering a wide spectrum of Government departments, both at State level and National level, such as Industries, Revenue, General Administration, Power, Civil Supply departments etc. He had also been the Additional Chief Secretary to Revenue Department, Government of Gujarat. During his long spanning career, Shri Kamal Dayani, IAS has participated in various national and international training programmes covering a variety of topics in public administration.

### **Terms & Conditions**

As mentioned above, Shri Dayani has been appointed as Managing Director of the Company vide above-mentioned order of the Government of Gujarat. His tenure shall be decided by requisite authority and shall be subject to maximum period of 5 years in terms of Section 196 of the Companies Act, 2013 (“the Act”).

He shall not be drawing any remuneration from the Company during his tenure as Managing Director of the Company, unless otherwise directed by the requisite authority in the Government.

Members are requested to authorize the Board of Directors or any Committee thereof as per powers delegated to it, to approve the remuneration, perquisites and other terms and conditions as per the communication as may be received from the Government from time to time during the currency of his appointment, which shall be subject to the limits as stipulated under Section 197 of the Act. The terms and conditions as issued by Government of Gujarat would be applicable till Shri Kamal Dayani, IAS (DIN: 05351774) remains on deputation with the Company. On reversion from appointment, he will be governed by the relevant rules laid down for All India Services Officers.

The details as required pursuant to Regulation 36 (3) of SEBI Listing Regulations and Secretarial Standard – 2 as applicable, is given in Annexure forming part of this Notice.

The resolution at Item no. 1 is recommended for approval of the Members by way of Ordinary Resolution. The Members are requested to accord their approval to the same.

Except Shri Kamal Dayani, IAS (DIN: 05351774), being the appointee, none of the Directors / Key Managerial Personnel of the Company and their relative(s) is / are, in any way, concerned or interested, financially or otherwise, in the said resolution.

Regd. Office: Fertilizernagar –  
391 750, Vadodara, Gujarat

By Order of the Board of Directors,  
For Gujarat State Fertilizers & Chemicals Limited

Date: 18-03-2024  
Place: Vadodara

Sd/-  
Nidhi Pillai  
Company Secretary and Vice President (Legal)

## ANNEXURE TO THE NOTICE

Details of Director seeking appointment by the Shareholders of the Company in pursuance of Regulation 36 (3) of SEBI (Listing Obligations and Disclosure) Regulations, 2015 and applicable Secretarial Standards.

Name of Director	Shri Kamal Dayani, IAS
DIN	05351774
Date of Birth	25/07/1965
Date of first appointment on the Board	01/02/2024
Relationship with other Directors / Key Managerial Personnel	None
Terms and Conditions of Appointment	As provided in the Explanatory Statement to the Notice.
Details of Remuneration sought to be paid	As provided in the Explanatory Statement to the Notice.
Remuneration last drawn	N.A.
Expertise in specific functional areas	<p>Shri Kamal Dayani, IAS (DIN: 05351774) is Additional Chief Secretary to General Administration Department (Personnel), Government of Gujarat. Shri Kamal Dayani, IAS is a Gujarat Cadre officer of Indian Administrative Services belonging to 1990 batch.</p> <p>He holds a degree of B.E. in Electronics and post graduate in Business Administration. He commands a vast experience in public administration and public policy. As an IAS officer, Shri Kamal Dayani, IAS has worked in various capacities covering a very wide spectrum of Government departments, both at State level and National level, such as Industries, Revenue, General Administration, Power, Civil Supply departments etc. He had also been Additional Chief Secretary to Revenue Department, Government of Gujarat. During his long spanning career, Shri Kamal Dayani, IAS has also participated in various national and international training programmes covering a variety of topics in public administration.</p>
Qualification(s)	<ul style="list-style-type: none"><li>➤ IAS</li><li>➤ B.E. in Electronics</li><li>➤ Post Graduate in Business Administration</li></ul>
Number of Shares held in the Company as on date of Notice (including Beneficial Interest)	NIL
List of the Directorships held in other Listed Companies as on date of Notice	Gujarat Narmada Valley Fertilizers & Chemicals Limited
Chairman/Member of Committees of Listed Companies in which he is a Director as on date of Notice	--

Listed Entities from which the Director has resigned in past Three (3) years	--
Number of Board Meetings attended after appointment as Director (FY 2023-24)	2 of 2

Note: The details of directorship of Shri Kamal Dayani, IAS (DIN: 05351774) in other companies and chairmanship/ Membership in Committees of other Companies are as on date of this Notice i.e., 18<sup>th</sup> March, 2024.

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**Notes:**

1. The relevant Explanatory Statement pursuant to Section 102 (1) of the Companies Act, 2013 (“Act”) read with Rules 20 & 22 of the Companies (Management and Administration) Rules, 2014 (“Rules”) setting out all material facts relating to the resolution mentioned in this Notice is annexed hereto.

The relevant details pursuant to Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”) and Secretarial Standard - 2 on General Meetings issued by the Institute of Company Secretaries of India in respect of Directors seeking appointment are also annexed to this notice.

2. As required by Rules 20 and 22 of the Rules read with the Ministry of Corporate Affairs (“MCA”) & SEBI Circulars and the SEBI Listing Regulations, the details pertaining to this Postal Ballot will be published in one English leading newspaper (in English language) and one Gujarati daily newspaper (in vernacular language, i.e. Gujarati) having wide circulation.
3. In accordance with the provisions of the Act, read with Rules made thereunder and the guidelines prescribed by the MCA for holding general meetings/ conducting postal ballot through e-voting, vide General Circular No. 09/2023 dated 25<sup>th</sup> September, 2023 (in continuation to the circulars issued earlier in this regard) and by the SEBI vide circular no. SEBI/HO/CFD/ CFD-PoD-2/P/CIR/2023/167 dated 7<sup>th</sup> October 2023, this Postal Ballot Notice is being sent only by electronic mode to those Members whose names appear on the Register of Members / List of Beneficial Owners as on **Friday, 15<sup>th</sup> March, 2024 (“Cut-Off Date”)** as received from the Depositories i.e. National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited (CDSL) and whose e-mail address is registered with the Company / Depositories / Registrars & Transfer Agent, Link Intime India Private Limited (“RTA”). Physical copies of the Notice along with postal ballot forms and pre-paid business reply envelopes are not being sent to Members for this Postal Ballot.
4. Only those Members whose names are appearing in the Register of Members / List of Beneficial Owners as on the Cut-Off Date shall be eligible to cast their votes through postal ballot by e-voting. A person who is not a Member on the Cut-Off Date should treat this Notice for information purposes only. A copy of this Postal Ballot Notice will also be available on the website of the Company at [www.gsfclimited.com](http://www.gsfclimited.com) and at the websites of the Stock Exchanges i.e. at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) on which the Equity Shares of the Company are listed and at the website of CDSL at [www.evotingindia.com](http://www.evotingindia.com).
5. It is however, clarified that all Members of the Company as on the **Cut-Off Date** (including those Members who may not have received this Notice due to non-registration of their e-mail addresses with the Company/ RTA/ Depositories) shall be entitled to vote in relation to the aforementioned Resolution in accordance with the process as specified in this Notice.
6. Members holding shares in physical mode and who have not updated their email addresses are requested to update their email addresses with the Company’s RTA by writing at [vadodara@linkintime.co.in](mailto:vadodara@linkintime.co.in) along with the copy of the signed request letter mentioning the name and address of the Member, self-attested copy of the Income-Tax PAN card, and self-attested copy of any document (eg. Driving License, Election Identity Card, Passport) in support of the address of the Member. Members holding shares in dematerialized mode are requested to register

/ update their email addresses with the respective Depository Participants (“DP”). In case of any queries / difficulties in registering the e- mail address, Members may also write to [investors@gsfcltd.com](mailto:investors@gsfcltd.com).

7. Members holding shares in physical form can update/ register their PAN, Nomination, Contact Details i.e. Postal address with PIN, Mobile number, E-mail address, Bank Account details (for receiving the dividend, if any, directly in their Bank Accounts through electronic mode) and Specimen Signature by providing form ISR-1, ISR-2, ISR-3/form SH-13 complete in all respects along with other required documents as prescribed in these forms by any one of the following mode:-
  - Sending hard copy of the said forms along with required documents to our RTA, Link Intime India Private Limited, Unit: Gujarat State Fertilizers and Chemicals Limited, C-101, 247 Park, L.B.S Marg, Vikhroli (West), Mumbai - 400083; or
  - In person verification (IPV) of the said forms and required documents at the office of our RTA, Link Intime India Private Limited at B-102 & 103, Shangrila Complex, First Floor, Opp. HDFC Bank, Near Radha Krishna Char Rasta, Akota, Vadodara - 390 020; or
  - Through electronic mode, by downloading and filling the said forms with e-sign. The required documents should be upload at the website of the RTA of the Company at <https://web.linkintime.co.in/KYC/index.html> Procedure for uploading the documents is available at the said link.
8. It is clarified that for permanent registration of email address, the Members are requested to register their email address by following due procedure.
9. Those Members who have already registered their email address are requested to keep their email addresses validated with their DP/ RTA, to enable servicing of Notice electronically to their registered email address.
10. The Company will send this Postal Ballot Notice in electronic form only. The hard copy of this Postal Ballot Notice along with Postal Ballot forms and pre-paid business envelope will not be sent to the Members for the Postal Ballot in accordance with the requirements specified under the MCA & SEBI Circulars. Accordingly, the communication of the assent or dissent of the Members would take place through the remote e-voting system only.
11. The Company has appointed Shri Niraj Trivedi, Practicing Company Secretary (FCS 3844 and CP No. 3123) to act as the Scrutinizer, to scrutinize the entire e-voting process in a fair and transparent manner.
12. The Scrutinizer will submit his report to the Chairman, or any other person authorized by him, after scrutiny of the votes cast, on the result of the Postal Ballot by Tuesday, 23<sup>rd</sup> April, 2024. The results of the e-voting in Postal Ballot will be decided accordingly. The Scrutinizer’s decision on the validity of votes cast will be final.
13. The results declared along with the Scrutinizer’s Report shall be placed on the Company’s website [www.gsfclimited.com](http://www.gsfclimited.com) and on the website of CDSL [www.evotingindia.com](http://www.evotingindia.com) immediately after the

result is declared by the Chairman or any other person authorized by him, and the same shall be communicated to the Stock Exchanges, where the Equity Shares of the Company are listed.

14. The resolution, if passed by the requisite majority through Postal Ballot, will be deemed to have been passed on the last date specified for e-voting i.e. Saturday, 20<sup>th</sup> April, 2024.
15. The vote in this Postal Ballot cannot be exercised through proxy.

## **PROCEDURE FOR 'E-VOTING':**

### **1. E-VOTING FACILITY:**

- i. Pursuant to the provisions of Section 108 and other applicable provisions of the Act read with the Rules framed thereunder and Regulation 44 of the SEBI Listing Regulations, as amended, read with SEBI circular dated 9<sup>th</sup> December, 2020 on e-Voting Facility to be provided by Listed Entities, the Company is providing e-voting facility of CDSL to its Members to exercise their right to vote on the proposed resolution by electronic means.
- ii. The e-voting facility will be available during the following period:

<b>Commencement of E-voting</b>	<b>Friday, 22<sup>nd</sup> March, 2024 at 9:00 a.m. (IST)</b>
<b>End of E-voting</b>	<b>Saturday, 20<sup>th</sup> April, 2024 at 5:00 p.m. (IST)</b>

The e-voting will not be allowed beyond the aforesaid date and time and the e-voting module shall be forthwith disabled by CDSL upon expiry of the aforesaid period.

- iii. The manner of voting by (i) individual shareholders holding shares of the Company in demat mode, (ii) Shareholders other than individuals holding shares of the Company in demat mode, (iii) Shareholders holding shares of the Company in physical mode, and (iv) Shareholders who have not registered their e-mail address, is explained in the instructions given herein below.

### **2. INFORMATION AND INSTRUCTIONS RELATING TO E-VOTING:**

- (i) The voting period begins on **Friday, 22<sup>nd</sup> March, 2024 at 9:00 a.m. (IST) and ends on Saturday, 20<sup>th</sup> April, 2024 at 5:00 p.m. (IST)**. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of **Friday, 15<sup>th</sup> March, 2024** 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 the Shareholders, he/she shall not be allowed to change it subsequently or cast vote again.
- (ii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9<sup>th</sup> December, 2020, under Regulation 44 of SEBI Listing Regulations, listed entities are required to provide e-voting facility to its shareholders, in respect of all shareholders' resolutions.

In order to increase the efficiency of the voting process, e-voting is enabled for all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants.

**Step 1** : Access through Depositories CDSL/NSDL e-Voting system in case of individual shareholders holding shares in demat mode.

- (iii) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9<sup>th</sup> December, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to above said SEBI Circular, Login method for e-Voting for Individual shareholders holding securities in Demat mode CDSL/NSDL is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL Depository	<ol style="list-style-type: none"> <li>1) Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login to Easi / Easiest are requested to visit CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; New System Myeasi Tab.</li> <li>2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the e-Voting period or joining virtual meeting &amp; voting during the meeting. Additionally, there is also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.</li> <li>3) If the user is not registered for Easi/Easiest, option to register is available at cdsi website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; New System Myeasi Tab and then click on registration option.</li> <li>4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.</li> </ol>
Individual Shareholders holding securities in demat mode with NSDL Depository	<ol style="list-style-type: none"> <li>1) If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: <a href="https://eservices.nsd.com">https://eservices.nsd.com</a> either on a Personal Computer or on a mobile.</li> <li>2) Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services.</li> <li>3) Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the e-Voting period.</li> </ol>

	<ol style="list-style-type: none"> <li>4) If the user is not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select “Register Online for IDeAS “Portal or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>5) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section.</li> <li>6) A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen.</li> <li>7) After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the e-Voting period.</li> </ol>
Individual Shareholders (holding securities in demat mode) login through their Depository Participants (DP)	<ol style="list-style-type: none"> <li>1) You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility.</li> <li>2) After Successful login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature.</li> <li>3) Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the e-Voting period.</li> </ol>

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at toll free no. 1800 22 55 33
Individual Shareholders holding securities in Demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30
All grievances connected with the facility for voting by electronic means may be addressed to Mr. Nitin Kunder (022-23058738) or Mr. Bhavesh Pimputkar (022-23058543) or Mr. Rakesh Dalvi (022-23058542), (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 <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> .	

**Step 2** : Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode.

- (iv) Login method for e-Voting for shareholders holding shares in Physical mode and shareholders other than individual holding in Demat form.
- 1) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
  - 2) Click on “Shareholders” module.
  - 3) 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. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
  - 4) Next enter the Image Verification as displayed and Click on Login.
  - 5) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier e-voting of any company, then your existing password is to be used.
  - 6) If you are a first-time user follow the steps given below:

	For Physical shareholders and other than individual shareholders holding shares in Demat.
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"> <li>• Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.</li> </ul>
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"> <li>• If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field.</li> </ul>

- (v) After entering these details appropriately, click on “SUBMIT” tab.
- (vi) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders 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.
- (vii) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (viii) Click on the EVSN # **240319001** for Gujarat State Fertilizers & Chemicals Limited for which you choose to vote.

- (ix) 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.
- (x) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xi) 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.
- (xii) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xiii) You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- (xiv) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xv) There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.
- (xvi) **Additional Facility for Non – Individual Shareholders and Custodians –For Remote Voting only.**
  - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves in the “Corporates” module.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto: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 will be mapped automatically & can be delink in case of any wrong mapping.
  - It is Mandatory that, 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.
  - Alternatively, Non Individual shareholders are required mandatory to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; [investors@gscfcltd.com](mailto:investors@gscfcltd.com), if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

**PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL/MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY/ DEPOSITORIES.**

1. For Physical shareholders- please provide necessary details like Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to **Company/ RTA email id.**

2. For Demat shareholders -, Please update your email id & mobile no. with your respective Depository Participant (DP)
3. For Individual Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting & joining virtual meetings through Depository.

**PROCEDURE FOR INSPECTION OF DOCUMENTS:**

All documents referred to in the Notice of the Postal Ballot will be available for inspection in electronic mode up to the last date of the voting. Members seeking to inspect such documents can send an email to [investors@gscfcltd.com](mailto:investors@gscfcltd.com).