

**REGISTERED OFFICE & WORKS**

P.O.CHINGAVANAM – 686 531  
DIST. KOTTAYAM (KERALA)  
Email: [tecilchemicals@yahoo.com](mailto:tecilchemicals@yahoo.com)  
PAN No.: AAAC8096J  
CIN No.: L24299KL1945PLC001206

**ADMINISTRATIVE OFFICE**

EMPIRE HOUSE, 3<sup>RD</sup> FLOOR,  
214, DR. D. N. ROAD, FORT,  
MUMBAI – 400 001  
Tel: 91-022-2207 83 81 / 82  
Fax: 91-022-2207 42 94

Dear Shareholders,

Please refer to Notice dated 26<sup>th</sup> May, 2014 for convening Annual General Meeting on 08<sup>th</sup> September, 2014 to pass various Resolutions as set out in the said Resolutions.

We are pleased to provide E-Voting facility and accordingly you can vote on various Resolutions by availing E-Voting facility. The Detailed Procedure for E-Voting is given below –

- (i) Log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com)
- (ii) Click on “Shareholders” tab.
- (iii) Now, select the “COMPANY NAME” i.e Tecil Chemicals & Hydro Power Limited from the drop down menu and click on “SUBMIT”
- (iv) Now Enter your Folio Number in User ID
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) You will reach directly on the Company selection screen.
- (vii) Click on the EVSN for the Tecil Chemicals & Hydro Power Limited on which you choose to vote.
- (viii) 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.
- (ix) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (x) 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.
- (xi) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xii) You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.
  - Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) are required to log on to <https://www.evotingindia.co.in> and register themselves as Corporates.
  - They should submit a scanned copy of the Registration Form bearing the stamp and sign of the entity to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details they have to create a user who would be able to link the account(s) which they wish to vote on.
  - The list of accounts should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - They should upload a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, in PDF format in the system for the scrutinizer to verify the same.

The voting period begins on 02/09/2014 at 09:00 am and will remain open till 06:00 pm on 04/09/2014 and will be disabled thereafter. 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 27/08/2014, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

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.co.in](http://www.evotingindia.co.in) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

**FOR TECIL CHEMICALS & HYDROPOWER LTD.**

sd/-

**S.B. Somani**

**Chairman & Managing Director**

Place : Mumbai

Date : 26<sup>th</sup> May, 2014

