



**THE SUKHJIT STARCH & CHEMICALS LIMITED**

CIN: L15321PB1944PLC001925

Regd. Office: Sarai Road, Phagwara-144401, Distt. Kapurthala, Punjab

Email: [sukhjit@sukhjitgroup.com](mailto:sukhjit@sukhjitgroup.com), Website: [www.sukhjitgroup.com](http://www.sukhjitgroup.com)

Phone: 01824-468800, Fax: 01824-261669

**POSTAL BALLOT/ REMOTE E-VOTING NOTICE**

<b>E-VOTING STARTS ON</b>	<b>E-VOTING ENDS ON</b>
Friday, 30 <sup>th</sup> August, 2024 at 9:00 a.m.(IST)	Saturday, 28 <sup>th</sup> September, 2024 at 5:00 p.m. (IST)

Dear Shareholder(s),

NOTICE is hereby given that pursuant to Section 110 read with Section 108 and other applicable provisions, if any, of the Companies Act, 2013 read with Rule 20 and Rule 22 of the Companies (Management and Administration) Rules, 2014, Regulation 17 & Regulation 44 and other applicable regulations of SEBI (Listing Regulations & Disclosure Requirements) Regulations, 2015 (as amended) and in accordance with the Secretarial Standard on General Meetings (SS-2) issued by ICSI, to transact the under mentioned business through Postal Ballot/ Remote E-Voting.

**SPECIAL BUSINESS:**

**1. TO CONSIDER AND APPROVE THE SPLIT / SUB-DIVISION OF EQUITY SHARES 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 Section 61, 64 and other applicable provisions of the Companies Act, 2013 (“the Act”), the Companies (Share Capital and Debentures) Rules, 2014, Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”) [including any statutory modification(s), notifications, circulars issued thereunder or re-enactment(s) thereof, for the time being in force], in accordance with the enabling provisions of the Articles of Association of the Company, subject to such permissions / consents / approvals as may be required from concerned stock exchange(s) / statutory authorities, the consent of the members be and is hereby accorded to split / sub-divide its existing equity shares, having face value of Rs. 10/- (Rupees ten only) each, fully paid-up, into 4,00,00,000 (Four Crore) equity shares having face value of Rs. 5/- (Rupees Five only) each, fully paid- up, ranking pari-passu in all respects with effect from such date as may be fixed for this purpose (“Record Date”) by the Board.

**RESOLVED FURTHER THAT** pursuant to the split / sub-division of equity shares of the Company, the authorised share capital of the Company divided into 2,00,00,000 (Two Crore) equity shares of face value of Rs. 10/- (Rupees Ten only) each, fully paid up, existing on the Record Date, shall stand sub-divided as follows:

<b>Type of Capital</b>	<b>Pre-sub-division</b>			<b>Post sub-division</b>		
	<b>No. of equity shares</b>	<b>Face Value (in Rs.)</b>	<b>Total Share Capital (in Rs.)</b>	<b>No. of equity shares</b>	<b>Face Value (in Rs.)</b>	<b>Total Share Capital (in Rs.)</b>
Authorised Capital	20000000	10	200000000	40000000	5	200000000

**RESOLVED FURTHER THAT** pursuant to the split / sub-division of equity shares of the Company, all Issued, Subscribed and Paid-up equity shares of face value of Rs. 10/- (Rupees Ten only) each, fully paid up, existing on the Record Date, shall stand sub-divided as follows:

Type of Capital	Pre-sub-division			Post sub-division		
	No. of equity shares	Face Value (in Rs.)	Total Share Capital (in Rs.)	No. of equity shares	Face Value (in Rs.)	Total Share Capital (in Rs.)
Issued, Subscribed and Paid-up Share Capital	15622000	10	156220000	31244000	5	156220000

**RESOLVED FURTHER THAT** upon split / sub-division of equity shares as aforesaid and with effect from the Record Date:

- a) for the equity shares held in physical form, the existing share certificate(s) in relation to the said equity shares, shall be deemed to have been automatically cancelled and shall be of no effect thereafter. The sub-divided equity shares shall be allotted after completion of the necessary KYC and in compliance with the applicable regulations / guidelines in this regard; and
- b) for the equity shares held in dematerialized form, the sub-divided equity shares shall be credited proportionately into the respective beneficiary demat account(s) of the members held with their depository participant(s), in lieu of the existing credits present in their respective beneficiary demat account(s).

**RESOLVED FURTHER THAT** the Board be and is hereby authorised to do all such acts, deeds, matters and things as it may, in its absolute discretion, deem necessary, desirable or expedient for giving effect to this Resolution or may be incidental thereto. The Board may further delegate all or any of the powers herein conferred, as it may deem fit in its absolute direction, to any committee of the Board or any one or more Director(s)/ Company Secretary/any Officer(s) of the Company to give effect to the aforesaid resolution.”

**2. TO CONSIDER AND APPROVE ALTERATION IN CAPITAL CLAUSE OF THE MEMORANDUM OF ASSOCIATION 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 provisions of Section 13 and other applicable provisions of The Companies Act, 2013 read with rules made there under (including any statutory modification or re-enactment thereof, for the time being in force) and enabling provisions of the Memorandum and Articles of Association of the Company and other applicable laws/rules/regulations, if any, the consent of the members be and is hereby accorded to alter its Authorized Share Capital from the existing Rs. 20,00,00,000/- (Rs. Twenty Crores only) divided into 2,00,00,000 (Two Crore) Equity Shares of Rs. 10/- (Rs.Ten) each to Rs. 20,00,00,000/- (Rs. Twenty Crores only) divided into 4,00,00,000/- (Four Crore) Equity Shares of Rs. 5/- (Rs. five) each.

RESOLVED FURTHER THAT the Memorandum of Association of the Company be and is hereby altered/ amended by substituting the first line of the capital clause stated under item no. 5 to read as:

“The Capital of the Company is Rs. 20,00,00,000/- divided into 4,00,00,000 Equity Shares of Rs. 5/- each for the existing wording “The Capital of the Company is Rs. 20,00,00,000/- divided into 2,00,00,000 Shares of Rs. 10/- each.”

RESOLVED FURTHER THAT the Board be and is hereby authorised to do all such acts, deeds, matters and things as it may, in its absolute discretion, deem necessary, desirable or expedient for giving effect to this Resolution or may be incidental thereto. The Board may further delegate all or any of the powers herein conferred, as it may deem fit in its absolute direction, to any committee of the Board or any one or more Director(s)/ Company Secretary/any Officer(s) of the Company to give effect to the aforesaid resolution.”

**By order of the Board  
For The Sukhjit Starch and Chemicals Limited**

**Date: 07/08/2024  
Place: Phagwara**

**Sd/-  
Aman Setia  
Vice President (Finance) & Company Secretary  
Membership No. 14907**

**EXPLANATORY STATEMENT OF THE ITEM  
(PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013)**

As required under Section 102 of the Companies Act, 2013 (the “Act”), the following Explanatory Statement sets out all material facts relating to the business/ item mentioned in the accompanying Notice:

**ITEM NO. 1**

The Board of Directors of your Company in its meeting held on 07/08/2024 has approved the split / sub-division of each equity share of the Company, having face value of Rs. 10/- (Rupees Ten only) each, fully paid-up, into 2 (Two) Equity Shares having face value of Rs. 5/- (Rupee Five only) each, fully paid- up, ranking pari-passu in all respects, based on the recommendation of the Stakeholders Relationship Committee (“SRC”) and subject to the approval of members of the Company & the concerned stock exchanges / statutory authority, if any. Further, the split / sub-division shall not be construed as reduction in share capital of the Company, in accordance with the applicable provisions of the Companies Act, 2013.

In the opinion of the Board, the proposed split / sub-division will enhance the liquidity of the Company’s equity shares and create value for the shareholders and therefore it is in the best interest of the investors / shareholders of the Company.

The said split / sub-division of equity shares requires the approval of the members of the Company. Hence, the Board of Directors recommended the above resolution as an Ordinary Resolution for the approval by the Members’ of the Company.

None of the Directors or Key Managerial Personnel of the Company or their relatives are in anyway concerned or interested in the above resolution except to the extent of their shareholding interest in the Company.

**ITEM NO. 2**

The split / sub-division of equity shares of the Company, as per the aforesaid resolution set out in Item no. 1 above, necessitates the alteration of the existing Capital Clause i.e., Clause 5 of the Memorandum of Association of the Company. There will not be any change in the amount of authorised, subscribed, issued and paid-up share capital of the Company on account of split / sub-division of the equity shares as it will only alter / change the number of equity shares of the Company. As number of shares will get doubled after the split / sub-division i.e. number of Equity Shares will become 4,00,00,000 in place of the existing 2,00,00,000 Equity Shares and face value will be reduced to half i.e face value will become Rs. 5/- per Equity Share in place of the existing Rs.10/- per Equity Share. So, the capital will remain the same.

The said alteration of the capital clause of MOA requires the approval of the members of the Company. Hence, the Board of Directors recommended the above resolution as an Ordinary Resolution for the approval by the Members' of the Company.

None of the Directors or Key Managerial Personnel of the Company or their relatives are in anyway concerned or interested in the above resolution except to the extent of their shareholding interest in the Company.

**By order of the Board  
For The Sukhjit Starch and Chemicals Limited**

Sd/-

**Date: 07/08/2024  
Place: Phagwara**

**Aman Setia  
Vice President (Finance) & Company Secretary  
Membership No. 14907**

**NOTES:**

1. The **CUT-OFF date** for recognising the eligibility of members to vote on Postal Ballot shall be **23<sup>rd</sup> August, 2024**. A person whose name appears in the Register of Members or in the Register of Beneficial Owners maintained by the depositories as on the **Cut-Off date i.e. 23<sup>rd</sup> August, 2024** "By End of Business Hours" only shall be entitled to avail the facility of e-voting.
2. The vote in this Postal Ballot cannot be exercised through proxy.
3. The Company has appointed M/s P.S. Rally & Associates, Practicing Company Secretary, Membership No. 6861, as 'scrutinizer' for conducting and scrutinizing the Postal Ballot / Remote E-Voting process in a fair and transparent manner.
4. Members seeking further information on any matter contained in the Notice, are requested to write to the Company/ RTA from their registered e-mail addresses mentioning their names, folio numbers/DP ID and Client ID, before 9<sup>th</sup> August, 2024.
5. Registration of email ID:

As per the green initiative taken by the Ministry of Corporate Affairs, the shareholders are advised to register their e-mail Ids by sending written request to our RTA M/s Skyline Financial Services Pvt. Ltd. in respect of shares held in physical form and with the concerned Depository Participant in respect of shares held in Demat form to enable the Company to serve them documents / all communications in electronic form.

In case the shareholder's email ID is already registered with the Company / its Registrar & Share Transfer Agent "RTA"/ Depositories, log in details for e-voting are being sent on the registered email address. In case the shareholder has not registered his/her/their email address with the Company/its RTA/Depositories, the following instructions to be followed:

- (a) In case shares are held in physical mode, please provide 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 [info@skylinerta.com](mailto:info@skylinerta.com). In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16-digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to the concerned Depository Participant.
- (b) Alternatively, member may send an e-mail request to [evoting@nsdl.com](mailto:evoting@nsdl.com) for obtaining User ID and Password by providing the details mentioned in Point (a).
- (c) The shareholders are requested to register their email address, in respect of electronic holdings with the depository through the concerned depository participants and in respect of physical holdings with the Company's Registrar and Share Transfer Agent, Skyline Financial Services Private Limited, D-153 A, 1st Floor, Okhla Industrial Area, Phase - I, New Delhi-110020, by following the due procedure.

- (d) Those shareholders who have already registered their e-mail address are requested to keep their e-mail addresses validated with their Depository Participants / the Company's Registrar and Share Transfer Agent, Skyline Financial Services Private Limited to enable servicing of notices / documents electronically to their e-mail address.
6. In compliance with the Applicable Circulars, Notice of the Postal Ballot is being sent only through electronic mode to those Members whose email addresses are registered with the Company/RTA/ Depositories/Depositories Participants unless a member has specifically requested for a hard copy of the same. Members may note that the Notice of the Postal Ballot/ Remote E-Voting will also be available on the Company's website [www.sukhjitgroup.com](http://www.sukhjitgroup.com), websites of the Bombay Stock Exchange at [www.bseindia.com](http://www.bseindia.com) & National Stock Exchange at [www.nseindia.com](http://www.nseindia.com) and NSDL at <https://www.evoting.nsdl.com>.
  7. In case any eligible Member is desirous of obtaining a printed Postal Ballot Form or a duplicate form, such Member can download the Postal Ballot Notice / Form from the website of the Company or may write to the Company at [cssukhjit@gmail.com](mailto:cssukhjit@gmail.com) The Company shall forward the same along with postage prepaid self-addressed Business Reply Envelope to the Member.
  8. Kindly note that the members can opt for one mode of voting, i.e., either by Physical Postal Ballot or E-Voting. If you are opting for E-Voting, then do not vote by Physical Postal Ballot also and vice versa. However, in case Shareholder casts his votes by both Physical Postal Ballot and E-Voting, then voting done through e-voting shall prevail and voting done by physical ballot will be treated as invalid.
  9. (a) If a member opts for voting through physical Postal Ballot, the duly completed Postal Ballot Form should reach the Scrutinizer latest by 5.00 p.m. (IST) on 28<sup>th</sup> September, 2024 at:  
M/s P.S. Rally & Associates  
Scrutinizer, The Sukhjit Starch & Chemicals Limited  
WG-329, Basti Adda Chowk  
Behind Petrol Pump, Jalandhar  
Or  
at his email id: [parminderrally@gmail.com](mailto:parminderrally@gmail.com)  
(b) Postal Ballot Forms received after the said date and time will be strictly treated as if the reply from such Members has not been received.
  10. All the documents referred to in this Postal Ballot Notice will be available for inspection electronically until the last date of e-voting. Members seeking to inspect such documents can send an e-mail to [cssukhjit@gmail.com](mailto:cssukhjit@gmail.com).
  11. The e-voting period commences on Friday, 30<sup>th</sup> August, 2024 (9:00 am) and ends on Saturday, 28<sup>th</sup> September, 2024 (5:00 pm). During this period Members of the Company, holding shares either in physical form or in dematerialized form, as on the **Cut-Off date of 23<sup>rd</sup> August, 2024** (end of business hours), may cast their vote by e-voting. The e-voting module will be disabled by NSDL for voting upon the expiry of the above period. **Once the vote on a resolution is cast by a Member, the Member shall not be allowed to change it subsequently or cast the vote again.**
  12. The voting rights of the members shall be in proportion to their shares held in the paid-up equity share capital of the Company as on the **Cut-Off Date i.e. 23<sup>rd</sup> August, 2024.**
  13. The Scrutinizer, after scrutinizing the votes cast at the postal ballot voting process through e-voting, will, not later than seven working days from the conclusion of the e-voting, make a consolidated scrutiniser's report and submit the same to the Chairperson / Managing Director or a person authorized by her / him. The results declared along with the consolidated scrutiniser's report shall be placed on the website of the Company-[www.sukhjitgroup.com](http://www.sukhjitgroup.com) and on the website of NSDL. The results shall be simultaneously communicated to the Bombay Stock Exchange & National Stock Exchange.
  14. Subject to receipt of requisite number of votes, the Resolution shall be deemed to be passed on the last date specified for E-Voting for the postal ballot voting process.
  15. The Company has engaged the services of M/s. National Securities Depository Limited (NSDL) as the Agency to provide e-voting facility.

**THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING ARE AS UNDER:-**

The remote e-voting period begins on Friday, 30<sup>th</sup> August, 2024 (9:00 A.M. IST) and ends on Saturday, 28<sup>th</sup> September, 2024 (5:00 P.M. IST). The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members / Beneficial Owners as on the record date (cut-off date) i.e. Friday, 23<sup>rd</sup> August, 2024, may cast their vote electronically. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date, being 23<sup>rd</sup> August, 2024.

**How do I vote electronically using NSDL e-Voting system?**

The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:





**Step 1: Access to NSDL e-Voting system**

**A) Login method for e-Voting for Individual shareholders holding securities in demat mode**

In terms of SEBI circular dated December 9, 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.

Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"><li>Existing <b>IDEAS</b> user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the “<b>Beneficial Owner</b>” icon under “<b>Login</b>” which is available under ‘<b>IDEAS</b>’ section , this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on “<b>Access to e-Voting</b>” under e-Voting services and you will be able to see e-Voting page. Click on company name or <b>e-Voting service provider i.e. NSDL</b> and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</li><li>If you are not registered for IDEAS e-Services, option to register is available at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>. Select “<b>Register Online for IDEAS Portal</b>” or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li><li>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 “<b>Login</b>” which is available under ‘<b>Shareholder/Member</b>’ section. 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. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or <b>e-Voting service provider i.e. NSDL</b> and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</li><li>Shareholders/Members can also download NSDL Mobile</li></ol>

	<p>App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience.</p> <p><b>NSDL Mobile App is available on</b></p> <p>  App Store          Google Play       </p> <div style="display: flex; justify-content: space-around;">   </div>
<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<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 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 and then use your existing my easi username &amp; password.</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 e-voting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period. 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 CDSL 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 e-voting is in progress and also able to directly access the system of all e-Voting Service Providers.</li> </ol>
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period.</p>

**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. NSDL and CDSL.**

Login type	Helpdesk details
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.com">evoting@nsdl.com</a> or call at 022 - 4886 7000 and 022 - 2499 7000
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

**B) Login Method for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.**

**How to Log-in to NSDL e-Voting website?**

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.  
*Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.*
4. Your User ID details are given below :

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Password details for shareholders other than Individual shareholders are given below:
  - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
  - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
  - c) How to retrieve your 'initial password'?



- (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
  - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered**
6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
    - a) Click on "**Forgot User Details/Password?**" (If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
    - b) **Physical User Reset Password?** (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
    - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.com](mailto:evoting@nsdl.com) mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
    - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
  7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
  8. Now, you will have to click on "Login" button.
  9. After you click on the "Login" button, Home page of e-Voting will open.

### **Step 2: Cast your vote electronically on NSDL e-Voting system.**

#### **How to cast your vote electronically on NSDL e-Voting system?**

1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle.
2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period.
3. Now you are ready for e-Voting as the Voting page opens.
4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
5. Upon confirmation, the message "Vote cast successfully" will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

#### **General Guidelines for shareholders**

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [parminderrally@gmail.com](mailto:parminderrally@gmail.com) with a copy marked to [evoting@nsdl.com](mailto:evoting@nsdl.com). Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "**Upload Board Resolution / Authority Letter**" displayed under "**e-Voting**" tab in their login.

2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on: 022 - 4886 7000 and 022 - 2499 7000 or send a request to NSDL at [evoting@nsdl.com](mailto:evoting@nsdl.com)

**Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:**

1. In case shares are held in physical mode please provide 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 [cssukhjit@gmail.com](mailto:cssukhjit@gmail.com) & [info@skylinerta.com](mailto:info@skylinerta.com).
2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to [cssukhjit@gmail.com](mailto:cssukhjit@gmail.com) & [info@skylinerta.com](mailto:info@skylinerta.com). If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A)** i.e. **Login method for e-Voting for Individual shareholders holding securities in demat mode.**
3. Alternatively shareholder/members may send a request to [evoting@nsdl.com](mailto:evoting@nsdl.com) for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated December 9, 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 required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.



## THE SUKHJIT STARCH & CHEMICALS LTD.

Regd office: Sarai Road, Phagwara-144401, Distt. Kapurthala, Punjab

C.I.N.: L15321PB1944PLC001925, Phone : 01824-468800

Email: [sukhjit@sukhjitgroup.com](mailto:sukhjit@sukhjitgroup.com), Website: [www.sukhjitgroup.com](http://www.sukhjitgroup.com)

### **POSTAL BALLOT FORM**

(Pursuant to Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules, 2014)

<b>E-VOTING STARTS ON</b>	<b>E-VOTING ENDS ON</b>
30 <sup>th</sup> August, 2024 at 9:00 a.m.(IST)	28 <sup>th</sup> September, 2024 at 5:00 p.m. (IST)

Sr. No.

1. Name(s) of Shareholder(s)/  
Beneficial Owner(s)  
(including Joint Holders, if any)  
(in BLOCK LETTERS)
2. Registered address of the  
Sole/First named Shareholder/  
Beneficial Owner
3. Registered Folio No./  
\*DPID No/Client ID No.  
(\*Applicable to Shareholders holding  
shares in dematerialized form)
4. No. of shares held:

I/We hereby exercise my/our vote in respect of the Resolution(s) to be passed through Postal Ballot for the special business stated in the Postal Ballot Notice of the Company dated 7<sup>th</sup> August, 2024, by conveying my/our assent or dissent to the said Resolution by placing tick (✓) mark at the appropriate box below:

<b>Heading</b>	<b>Description of Resolution</b>	<b>I/We assent to the Resolution (FOR)</b>	<b>I/We dissent to the Resolution (AGAINST)</b>
Split / Sub-division of Equity Shares of the Company	Ordinary Resolution for Split / sub-division of the existing equity shares of the Company, having face value of Rs. 10/- each, fully paid-up, into equity shares having face value of Rs.5/- each, fully paid-up		
Alteration of capital clause of the MOA of the Company	Ordinary Resolution for alteration of capital clause of the Memorandum of Association of the Company, as necessitated by resolution stated herein above.		

Date:

Place:

\_\_\_\_\_  
Signature(s) of the Shareholder(s)

### **ELECTRONIC VOTING PARTICULARS**

(Please visit <https://evoting.skylinerta.com> to cast your vote online)

<b>EVEN</b>	<b>USER ID</b>	<b>PASSWORD</b>

**Notes :**

1. Kindly read the under mentioned instructions before filling the form.
2. Last date for receipt of Postal Ballot Forms by the Scrutinizer is 28<sup>th</sup> day of September, 2024
3. For e-voting, Individual Members holding the securities in demat mode with, NSDL may visit <https://eservices.nsdl.com/> and CDSL may visit <https://web.cdslindia.com/myeasi/home/login/>

**INSTRUCTIONS:**

1. In case any eligible Member is desirous to exercise vote by physical Postal Ballot, he/she may complete this postal Ballot Form and send it to the Scrutinizer M/s P.S. Rally & Associates, Scrutinizer- The Sukhjit Starch & Chemicals Limited, WG-329, Basti Adda Chowk, Behind Petrol Pump, Jalandhar Or at his email id: [parminderally@gmail.com](mailto:parminderally@gmail.com)
2. The Postal Ballot Form can be downloaded from the website of the Company or may be obtained from the Company by writing at [cssukhjit@gmail.com](mailto:cssukhjit@gmail.com). The Company shall forward the same along with postage prepaid self-addressed Business Reply Envelope to the Member.
3. The Form should be completed and signed by the Member, as per the specimen signature registered with the Company / Depository Participants. In case of joint holding, this Form should be completed and signed by the first named Member and in his/her absence, by the next named Member.
4. Duly completed Postal Ballot Form should reach on or before the close of working hours on 28<sup>th</sup> day of September, 2024. All Postal Ballot Forms received after this date will be strictly treated as if reply from such Member has not been received.
5. There will be only one Postal Ballot Form for every folio/demat account, irrespective of the number of joint holder(s).
6. In case of shares held by Companies, trusts, societies etc. the duly completed Postal Ballot Form should be accompanied by a certified copy of Board Resolution/Authority Letter.
7. Members are requested not to send any other paper along with the Postal Ballot Form in the self - addressed Business Reply Envelope, as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelopes would be destroyed by the Scrutinizer and the Company would not be able to act on the same.
8. Incomplete, unsigned or incorrect Postal Ballot Forms will be rejected. The Scrutinizer's decision on the validity of a Postal Ballot Form will be final and binding.
9. The Company is pleased to offer E-voting facility as an alternate, for all the Members of the Company to enable them to cast their votes electronically instead of dispatching Postal Ballot Form. E-voting is optional. The detailed procedure for E-voting is enumerated in the Notes to the Postal Ballot Notice.
10. A Member may request for duplicate Postal Ballot Form from Skyline Financial Services Private Limited, D-153/A, 1st floor, Phase I, Okhla Industrial Area, New Delhi, Delhi 110020 or from the Company : The Sukhjit Starch & Chemicals Limited, Sarai Road, Phagwara – 144401 or download the same from the Company's website [www.sukhjitgroup.com](http://www.sukhjitgroup.com).
11. Kindly note that the members can opt for one mode of voting, i.e., either by Physical Postal Ballot or E-Voting. If you are opting for E-Voting, then do not vote by Physical Postal Ballot also and vice versa. However, in case Shareholder casts his votes by both Physical Postal Ballot and E-Voting, then voting done through e-voting shall prevail and voting done by physical ballot will be treated as invalid.
12. The Scrutinizer, after scrutinizing the votes cast at the postal ballot voting process through e-voting, will, not later than two working days from the conclusion of the e-voting i.e. upto 30<sup>th</sup> September, 2024, make a consolidated scrutiniser's report and submit the same to the Chairperson / Managing Director or a person authorized by her / him. The results declared along with the consolidated scrutiniser's report shall be placed on the website of the Company-[www.sukhjitgroup.com](http://www.sukhjitgroup.com) and on the website of NSDL. The results shall be simultaneously communicated to the Bombay Stock Exchange & National Stock Exchange.