



## Apparel Export Promotion Council

AEPC's Assistance programme for e-voting, in compliance to FTP & Companies Act 2013 for the forthcoming AGM of AEPC.

Date : 28/09/2018 (Friday)

Venue:- Niryat Bhawan, Rao Tularam Marg, Opp. Army Hospital Research & Referrals, New Delhi-110057.

# E-voting system

- In compliance with the provisions of Section 108 of the Act and the Rules framed there under, the Members are provided with the facility to cast their vote electronically, through the e-voting services provided by NSDL(National Securities Depository Limited) for holding of 39th AGM on 28/09/2018(Friday) at New Delhi.
- The member will receive an e-mail from NSDL an Agency appointed by Council, as per Rule 20 of the Companies (Management & Administration) Amendment Rules 2015) relating to e-voting on resolution No. 1 & 2, i.e adoption of Annual Accounts and appointment of Statutory auditor.

# Summary of steps

Sr. No.	Description
1	Open e-mail and also open attached PDF viz. "Apparel Export Promotion Council.pdf" with your Membership ID (RCMC No.) as password. The said PDF file <b>contains your user ID and password for e-voting.</b>
2	Open the Internet Browser( like Internet explorer, Firefox, Chrome etc.) and type <a href="http://www.evoting.nsdl.com">www.evoting.nsdl.com</a> in the address bar of your browser.
3	The Home screen will be displayed. Select the <b>Shareholder "Login"</b>
4	Enter " <b>User Id</b> " and " <b>Password</b> " provided to you in the email sent by NSDL ( <b>Refer to step No.1</b> )
5	Now Go to " <b>e-voting</b> " icon and select " <b>Active E-voting Cycles</b> " as shown below.
6	The screen will be displayed with active evoting cycles. User may select the e-voting cycle for voting by clicking on the hyperlink of " <b>EVEN</b> " ( <b>E Voting Event Number</b> ). There will be one EVEN (110092) which is being created for casting of vote upon resolution No. 1 & 2 as set out in the notice dated 08/08/2018.

## Contd.

7	After selecting the EVEN (110092) the details of the EVEN shall be displayed.
8	The Even (110092) is related to resolution No. 1 & 2 as set out in the notice date 08/08/2018 i.e for adoption of annual accounts and appointment of Statutory Auditor. User shall cast the vote by selecting the option, I/we assent/ dissent to the each resolution as shown on there and click on submit. In case vote is not to be casted or to deselect the option for a resolution then select “Reset” button.
9	The user has an option to vote on resolutions during the remote e-voting period start date (25/09/2018 – 9 A.M.) and end date (27/09/2018- 5 P.M.).

# Steps of E-voting

# Step 1

- Open e-mail received from NSDL and also open attached PDF viz. “Apparel Export Promotion Council.pdf” with your Membership ID (RCMC No.) as password. The said PDF file **contains your user ID and password for e- voting.**
- Login to E-voting website – open the internet browser & type [www.evoting.nsdl.com](http://www.evoting.nsdl.com) in address bar of the browser.

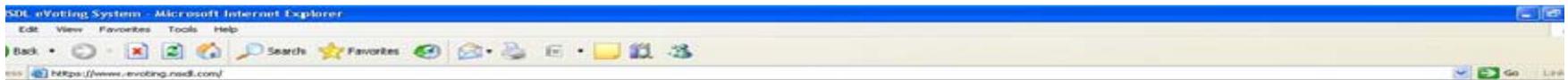
## Step 2

The Home screen will be displayed. Select the **Shareholder “Login”** as shown below.

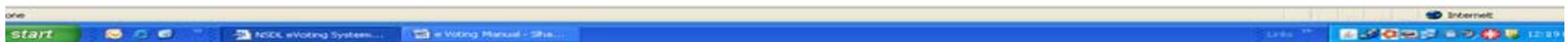
The screenshot shows the NSDL e-Voting System home page. The browser title is "e-Voting System - Microsoft Internet Explorer" and the address bar shows "https://www.evoting.nsdl.com/". The page features a red header with the "e-Voting" logo and the NSDL logo. A navigation menu includes "Home", "About Us", "Site Map", "Terms & Conditions", "Contact Us", and "Help/FAQ's". The main content area is titled "Welcome to NSDL e-Voting System" and contains a paragraph of text explaining the importance of electronic voting. Below this, there are three main sections: "Shareholder", "Issuer/R&T Agent", and "Scrutinizer", each with a brief description and a "Login" button. The "Shareholder" section describes the common Internet infrastructure for electronic voting. The "Issuer/R&T Agent" section describes the facility for creating, modifying, and registering e-Voting Event Number (EVEN). The "Scrutinizer" section describes the facility for viewing and authorizing EVEN results. On the left side, there is a "Contact Us" section with the address of National Securities Depository Limited and a "News & Updates" section with a "NEWS" icon.

# Step 3

- After selecting the Shareholder login as shown above the following screen would appear.

A screenshot of the NSDL eVoting System login page. The page has a red header with the "eVoting" logo and the NSDL logo. The main content area contains a login form with the following elements:

- Labels "User Id" and "Password" followed by input fields.
- A checkbox labeled "Use Certificate".
- Buttons for "Login" and "Reset".
- A link for "Forgot Password?".

At the bottom of the page, there is a copyright notice: "©2011 National Securities Depository Limited. All rights reserved. Best viewed in Internet Explorer 8.0.6024 a 368 resolution." and a navigation menu with links for "Home", "About Us", "Site Map", "Terms & Conditions", "Contact Us", and "Help/FAQ's".

# Step 4

Enter “User Id” and “Password” provided to you in the email sent by NSDL (Refer to step No.1) and click on “Login” button as shown below.

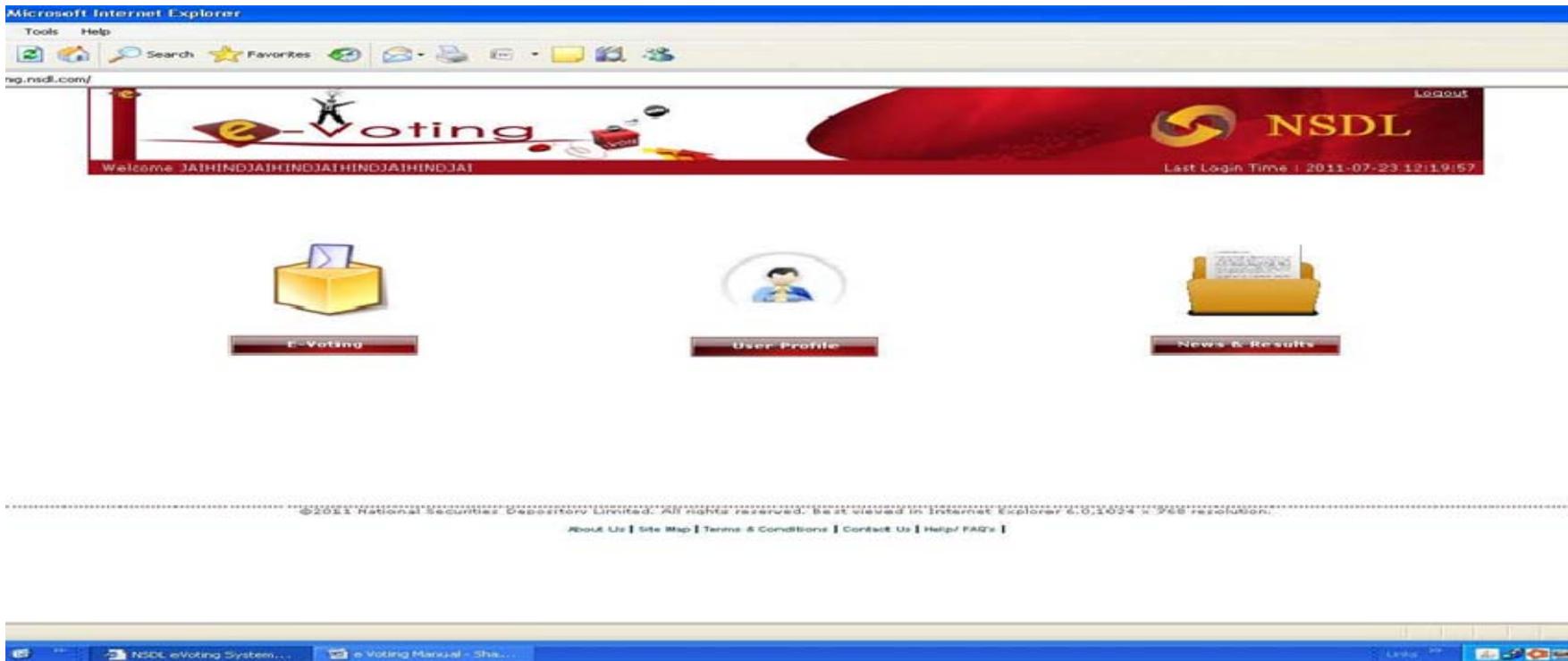
A screenshot of the NSDL Voting System login page. The page has a red header with the text "Voting" and the NSDL logo. The main content area contains a login form with the following elements:

- User Id: 1239999210150197
- Password: [masked with asterisks]
- Use Certificate
- Buttons: Login, Reset
- [Forgot Password?](#)

At the bottom of the page, there is a copyright notice: "©2011 National Securities Depository Limited. All rights reserved. Best viewed in Internet Explorer 6.0, 1024 x 768 resolution." and a footer with links: Home | About Us | Site Map | Terms & Conditions | Contact Us | Help/FAQ's.

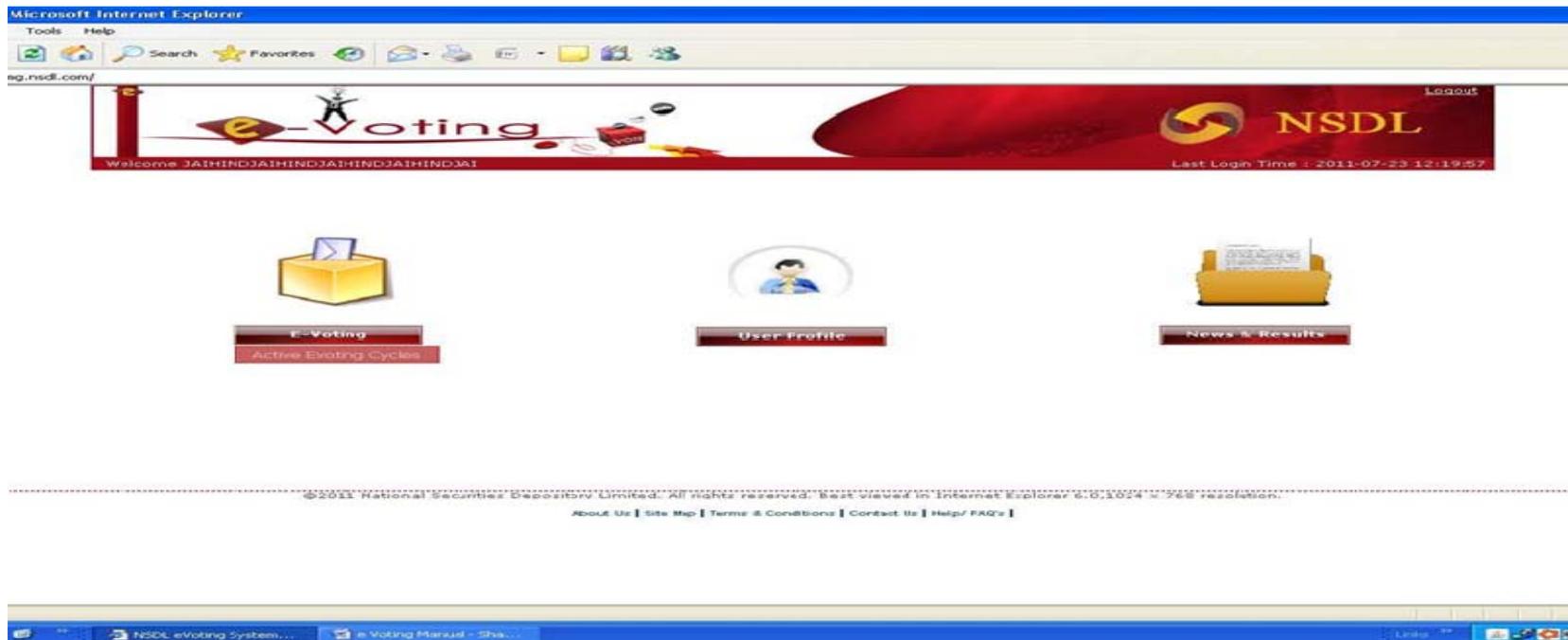
# Step 5

After Login the following screen will be displayed



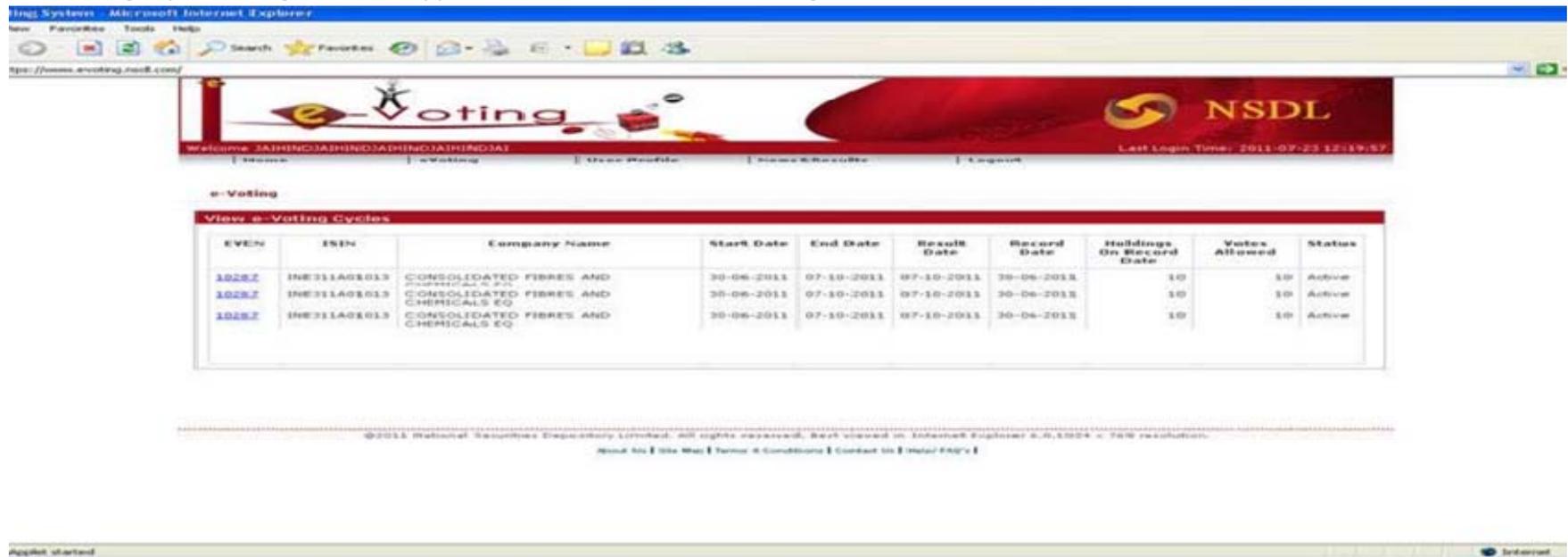
# Step 6

Go to “e-voting” icon and select “Active Evoting Cycles” as shown below.



# Step 7

- The following screen will be displayed with active e-voting cycles. User may select the e-voting cycle for voting by clicking on the hyperlink of "EVEN" (E Voting Event Number) 110092.



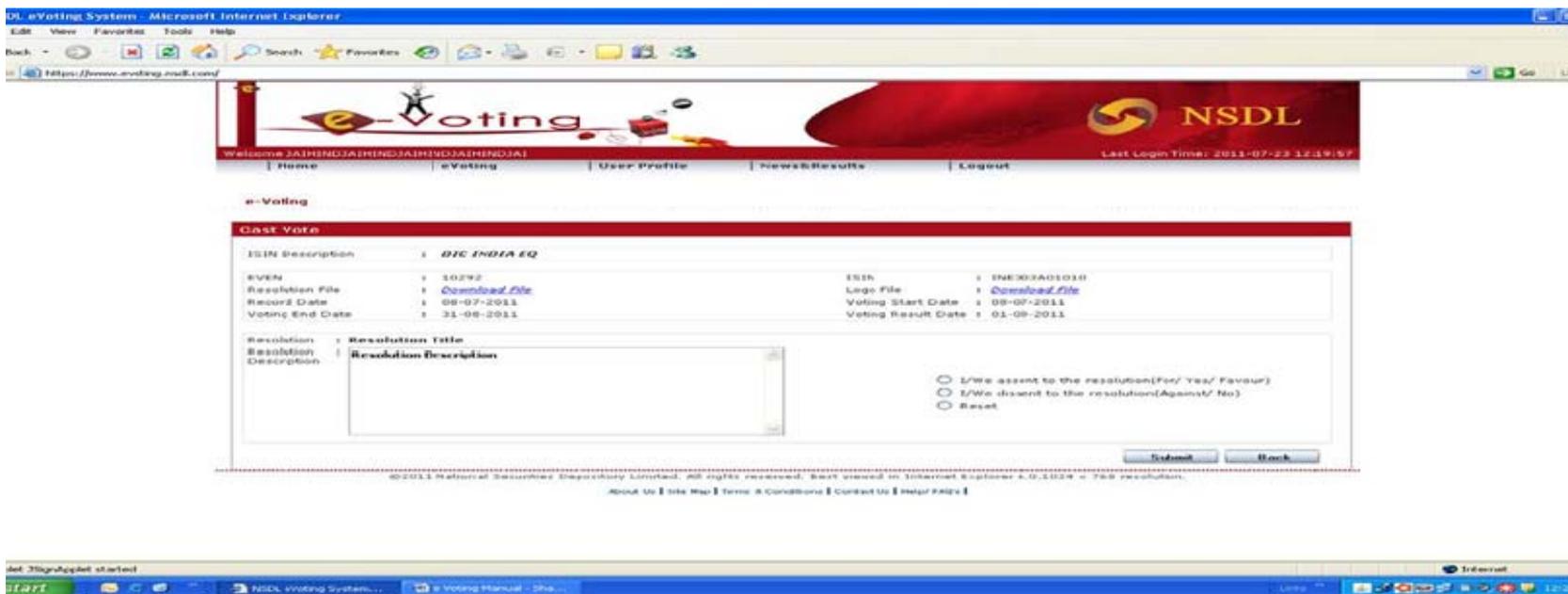
The screenshot displays the NSDL e-Voting portal interface. At the top, there is a navigation bar with the NSDL logo and the text "e-Voting". Below this, a table titled "View e-Voting Cycles" lists active e-voting events. The table has the following columns: EVEN, ISIN, Company Name, Start Date, End Date, Result Date, Record Date, Holdings On Record Date, Votes Allowed, and Status. Three rows are visible, all for the company "CONSOLIDATED FIBRES AND CHEMICALS EQ" with ISIN "INE311A01013". The "EVEN" values are 10287, 10287, and 10287. The "Status" for all rows is "Active".

EVEN	ISIN	Company Name	Start Date	End Date	Result Date	Record Date	Holdings On Record Date	Votes Allowed	Status
<a href="#">10287</a>	INE311A01013	CONSOLIDATED FIBRES AND CHEMICALS EQ	30-06-2011	07-10-2011	07-10-2011	30-06-2011	10	10	Active
<a href="#">10287</a>	INE311A01013	CONSOLIDATED FIBRES AND CHEMICALS EQ	30-06-2011	07-10-2011	07-10-2011	30-06-2011	10	10	Active
<a href="#">10287</a>	INE311A01013	CONSOLIDATED FIBRES AND CHEMICALS EQ	30-06-2011	07-10-2011	07-10-2011	30-06-2011	10	10	Active

Even 110092 will be displayed for casting of vote upon resolution 1 & 2 as set out in the notice dated 08/08/2018 i.e (Adoption of Annual Accounts & Appointment of Statutory Auditor).

# Step 8

After selecting the EVEN No. 110092, the details of the EVEN shall be displayed.



Resolution 1 & 2 will appear i.e for adoption of annual accounts & appointment of Statutory Auditor. User shall cast the vote by selecting the option, I/we assent/dissent to the each resolution and click on submit. In case vote is not to be casted Or to deselect the option for a resolution then select "Reset" button.

# Step 9

- Click on “Confirm” button to confirm the caste of vote as shown below

The screenshot shows the NSDL e-Voting system interface. The browser window is titled "Microsoft Internet Explorer" and the address bar shows "ng.nsdcl.com/". The page header includes the NSDL logo and the text "e-Voting". Below the header, there is a navigation menu with links for Home, eVoting, User Profile, News&Results, and Logout. The main content area is titled "e-Voting" and contains a "Cast Vote" section. This section displays the following information:

ISIN Description :	DIC INDIA EQ
EVEN :	10292
Resolution File :	<a href="#">Download File</a>
Record Date :	08-07-2011
Voting End Date :	31-08-2011
ISIN :	INE303A01010
Logo File :	<a href="#">Download File</a>
Voting Start Date :	08-07-2011
Voting Result Date :	01-09-2011

Below the table, there is a section for the resolution details:

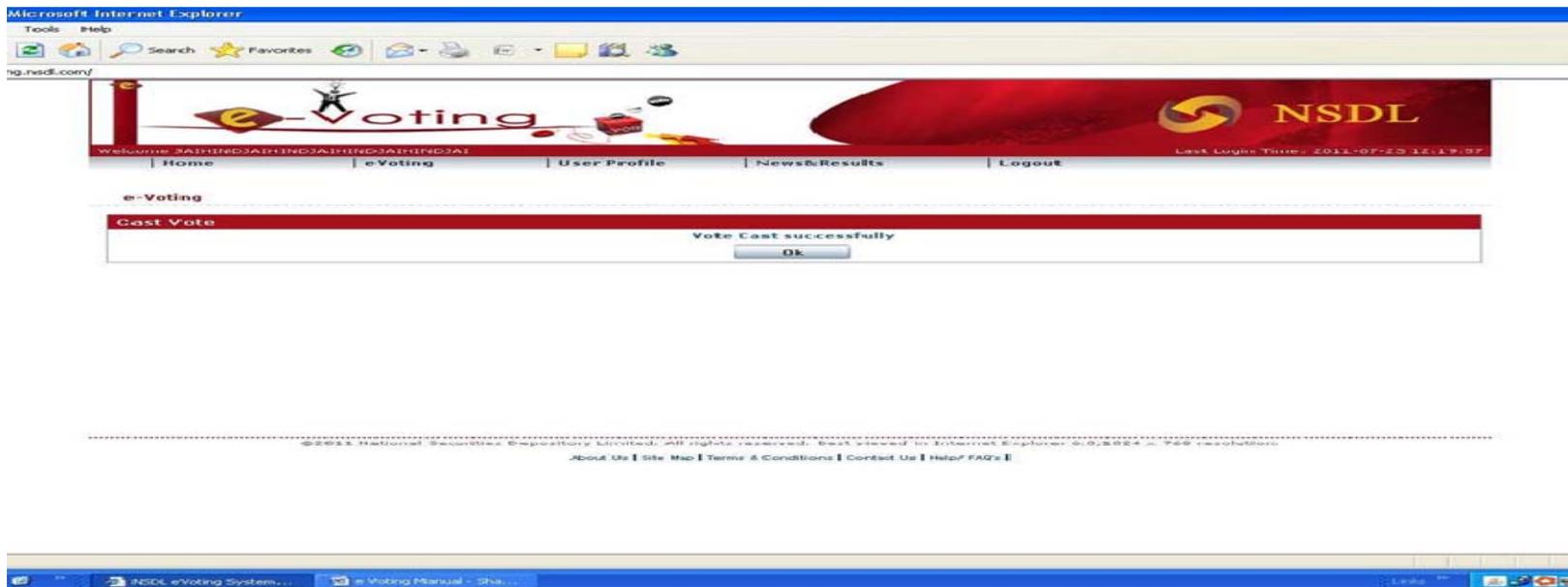
Resolution :	Resolution Title
Resolution Description :	Resolution Description

To the right of the resolution description, there is a radio button with the text "I/We assent to the resolution(For/ Yes/ Favour)". At the bottom right of the "Cast Vote" section, there are two buttons: "Confirm" and "Back".

At the bottom of the page, there is a footer with the text: "©2011 National Securities Depository Limited. All rights reserved. Best viewed in Internet Explorer 6.0.1024 x 768 resolution. About Us | Site Map | Terms & Conditions | Contact Us | Help/FAQ's |".

# Step 10

Upon confirmation, the message “Vote cast successfully” will be displayed as shown below.



On click to OK button, the system will reach on home screen

# Pl. Note The following

1. No Even is being created for election of Executive Committee Member at 39th AGM, since the number of available vacancy from each region i.e West,North &South (Three from each region) are equal to the number of nominations received (Three from each region) .
2. Once the vote on the resolution is cast, the Member shall not be allowed to change it subsequently.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) - Shareholders and e- voting user manual – Shareholders, available at the downloads section of [www.evoting.nSDL.com](http://www.evoting.nSDL.com) or call NSDL toll free no. 1800-222-990.
4. The Members who will cast their vote by remote e-voting prior to the meeting, may also attend the meeting but shall not be entitled to cast their vote again.

# Disclaimer

- This effort is to facilitate the members & to strengthening of working while e-voting.
- Members may refer to council's Election rules for the election of Executive Committee Members, Rules For E-Voting For Resolution Other than Election Of Executive Committee Members At General Meeting and Memorandum of Articles & Associations of council (Both Rules and MOA&AOA available on council's website [www.aepcindia.com](http://www.aepcindia.com)) & provision of Companies act 2013, for further clarification/details.
- During the Presentation, the rules & Regulations remain same as already communicated in notice. Any clarification can be directly addressed to NSDL.