



We create chemistry

**BASF India Limited**

Registered Office : Plot No. 37, Chandivali Farm Road, Chandivali, Andheri (East), Mumbai - 400 072, India.

Tel: +91 22 2858 0200 • Website: www.basf.com/in

CIN: L33112MH1943FLC003972

**Attendance Slip for 72<sup>nd</sup> Annual General Meeting**  
(to be handed over at the Registration Counter at the venue of the Meeting)

I/We hereby record my/our presence at the 72<sup>nd</sup> Annual General Meeting of the Company on Thursday, 11<sup>th</sup> August, 2016 at 3.00 p.m. at Yashwantrao Chavan Pratishthan Auditorium, Y. B. Chavan Centre, General Jagannath Bhosale Marg, Nariman Point, Mumbai - 400 021.

Signature of the Member / Proxy present \_\_\_\_\_

Note : The practice of distributing copies of the Annual Report at the Annual General Meeting has been discontinued. Hence, Members/ Proxy holders attending the Meeting are requested to bring their copies of the Annual Report with them.

PLEASE CUT HERE AND BRING THE ABOVE ATTENDANCE SLIP AT THE MEETING



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Dear Member,

Pursuant to the provisions of Section 108 of the Companies Act, 2013, read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide remote e-voting facility to the Members to cast their votes by electronic means on all the resolutions set forth in the Notice convening the 72<sup>nd</sup> Annual General Meeting to be held on Thursday, 11<sup>th</sup> August, 2016 at 3.00 p.m. The Company has engaged the services of National Securities Depository Limited (NSDL) to provide the remote e-voting facility:

Your electronic voting particulars are set out below:

**ELECTRONIC VOTING PARTICULARS**

<b>EVEN</b> (Electronic Voting Event Number)	<b>User ID</b>	<b>Password</b>

The remote e-voting facility will be available during the voting period indicated below:

<b>Commencement of remote e-voting period</b>	<b>End of remote e-voting period</b>
From 9.00 a.m. IST on Monday, 8 <sup>th</sup> August, 2016	Till 5.00 p.m. IST on Wednesday, 10 <sup>th</sup> August, 2016

- Notes:**
- Please read the instructions printed overleaf before exercising your vote.
  - These details and instructions form an integral part of the Notice of the 72<sup>nd</sup> Annual General Meeting to be held on Thursday, 11<sup>th</sup> August, 2016.
  - The voting rights of members shall be in proportion to the paid up value of their shares in the equity share capital of the Company as on the cut-off date of Thursday, 4<sup>th</sup> August, 2016, being the date prior to the commencement of book closure.

P.T.O.

### INSTRUCTIONS FOR REMOTE E-VOTING

- a) Open your internet browser and type the following URL: <https://www.evoting.nsdl.com>
- b) Click on '**Shareholder Login**'.
- c) If you are already registered with NSDL for remote e-voting, then you can use your existing User ID and Password to cast your vote. If you have forgotten your Password, you can reset your Password by using '**Forgot User details/Password**' option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com). Kindly note the new Password.
- d) If you are logging in for the first time or if your e-mail address is not registered with the Company/ Depository Participant(s), please enter the User ID and initial Password mentioned overleaf and click '**Login**'.
- e) If you have a registered e-mail address, you will receive the User ID and initial Password mentioned via e-mail. You may download the PDF file attachment named "BASF e-voting.pdf" containing the User ID and initial Password by using the Client ID (in case you are holding shares in demat mode) or Folio Number (in case you are holding shares in physical mode) as the password. You will not receive this pdf file if you are already registered with NSDL for remote e-voting.
- f) The **Password Change Menu** will appear on your screen. Change to a new Password of your choice, making sure that it contains a minimum of 8 digits or characters or a combination of both. Kindly note the new Password. Please do not share your Password with any other person and take utmost care to keep your Password confidential.
- g) Home page of remote e-voting will open. Click on **e-voting Active Voting Cycles**.
- h) Select '**EVEN**' (**Electronic Voting Event Number**) of BASF India Limited provided overleaf.
- i) Once you enter the number, the **Cast Vote** page will open. Now you are ready for remote e-voting.
- j) On the voting page, enter the number of shares mentioned overleaf (which represents the number of votes) and thereafter cast your vote by selecting either "**FOR**" or "**AGAINST**" on each resolution. Once you have voted on a resolution, click **Submit**.
- k) Click on '**Confirm**' when prompted. Upon confirmation, the message '**Vote cast successfully**' will be displayed. Please note that once your vote is cast on the selected resolution, it cannot be changed or modified.
- l) Voting has to be done for each item of the notice separately. During the remote e-voting period, you can log in any number of times till you have voted on all the Resolution(s). In case you do not cast your vote on any specific resolution, you will be deemed to have abstained from voting for that resolution.
- m) Members holding multiple folios/demat accounts need to repeat the voting process separately for each folio/demat account.
- n) Institutional members (i.e., other than individuals, HUF, NRI etc.) are required to send a scanned copy (PDF/JPG Format) of the relevant Board Resolution / Authority letter, along with attested specimen signature of the duly authorised signatory(ies) who are authorised to vote, to the Scrutinizer via e-mail at: [cstaizonkhumri@gmail.com](mailto:cstaizonkhumri@gmail.com) with a copy to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). The documents should reach the Scrutinizer on or before the close of remote e-voting period i.e. 5.00 p.m. IST on Wednesday, 10<sup>th</sup> August, 2016.
- o) Persons who have acquired the equity shares of the Company after the dispatch of the Annual Report and are Members as on 4<sup>th</sup> August, 2016, may send a request for obtaining their User ID and Password to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [csg-unit@tsrdarashaw.com](mailto:csg-unit@tsrdarashaw.com) or contact Ms. Kshama Ghole of TSR Darashaw Limited on 022-66178552. However, if you are already registered with NSDL for remote e-voting, then you can use your existing User ID and Password for casting your votes.
- p) In case of any queries regarding e-voting, you may refer to the 'Frequently Asked Questions' (FAQs) and 'e-voting user manual' available in the 'Download' Section of NSDL's e-voting website [www.evoting.nsdl.com](http://www.evoting.nsdl.com). You may also contact NSDL via e-mail at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or on their toll free no.1800-222-990 or contact Ms. Kshama Ghole of TSR Darashaw Limited via e-mail at [kghole@tsrdarashaw.com](mailto:kghole@tsrdarashaw.com) or on tel no. 022-66178552.
- q) You may also update your mobile phone number and e-mail address in the user profile details of the folio, which may be used for sending future communications.

#### General:

1. The remote e-voting period commences on Monday, 8<sup>th</sup> August, 2016 (from 9.00 a.m. IST) and ends on Wednesday, 10<sup>th</sup> August, 2016 (till 5.00 p.m. IST). Members of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 4<sup>th</sup> August, 2016, being the date prior to the commencement of book closure, may cast their votes electronically. Remote e-voting will not be allowed beyond 5.00 p.m. on Wednesday, 10<sup>th</sup> August, 2016 and the e-voting module will be disabled by NSDL thereafter. A member who has cast his/her vote by using remote e-voting shall be entitled to attend the Annual General Meeting (AGM) of the Company either in person or through a duly appointed proxy, but shall not be allowed to vote on the resolutions at the AGM. A person who is not a Member as on the cut-off date should treat this Notice for information purposes only.
2. The facility for voting through ballot will also be made available at the AGM, and Members or their proxies attending the AGM who have not cast their vote by remote e-voting, will be able to vote at the AGM.
3. Mr. Taizoon Khumri, Practising Company Secretary, T.M. Khumri & Co., Company Secretaries, 12-13, Esplanade, 3<sup>rd</sup> Floor, 3, Amrit Keshav Nayak Marg, Fort, Mumbai - 400001 having Membership No. FCS-993 (COP No.: 88), has been appointed as the Scrutinizer to scrutinize the remote e-voting process and voting by ballot at the AGM in a fair and transparent manner.
4. The Scrutinizer shall, immediately after the conclusion of voting at the AGM, count the votes cast at the AGM and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses who are not in the employment of the Company. The Scrutinizer shall submit a consolidated Scrutinizer's Report of the total votes cast in favour of or against the resolutions, not later than 48 hours after the conclusion of the AGM to the Chairman of the Company, who shall countersign the same. The Chairman will declare the result of voting within 48 hours after the conclusion of the AGM.
5. The results declared along with the Scrutinizer's Report shall be placed on the Company's website [www.basf.com/in](http://www.basf.com/in) and on the website of NSDL. The results will also be communicated to the stock exchanges where the shares of the Company are listed.
6. Subject to receipt of the requisite number of votes, the resolutions shall be deemed to have been passed on the date of the AGM i.e. 11<sup>th</sup> August, 2016.

By order of the Board of Directors  
For BASF India Limited

Pradeep Chandan  
Director- Legal, General Counsel  
& Company Secretary

Dated: 3<sup>rd</sup> May, 2016