

**ARSS INFRASTRUCTURE PROJECTS LIMITED**

Registered Office: Plot No-38, Sector-A, Zone-D, Mancheswar Industrial Estate,  
Bhubaneswar-751010, Orissa, India

CIN: L14103OR2000PLC006230

Tel No.: +91-0674-2588552, 2588554 Fax: +91-0674-2585074,

E-mail: cs@arssgroup.in, Website: www.arssgroup.in

**NOTICE**

**NOTICE** is hereby given that the 16<sup>th</sup> Annual General Meeting of the Members of the company will be held on Wednesday, 28<sup>th</sup> September, 2016 at 11.00 A. M, at the Registered Office of the Company at Plot No. 38, Sector- A, Zone- D, Mancheswar Industrial Estate, Bhubaneswar- 751010, India to transact the following business:

**ORDINARY BUSINESS:**

**1. Adoption of the Audited Financial Statements of the Company**

To receive, consider and if thought fit, to adopt the Audited Balance Sheet as at 31<sup>st</sup> March, 2016 and the Profit and Loss Account for the year ending on that date, together with the reports of the Directors' and Auditors' thereon.

**2. Appointment of Director**

To appoint a Director in place of Mr. Rajesh Agarwal, who retires by rotation and being eligible, offers himself for re-appointment.

**3. Ratification of the Appointment of Statutory Auditors**

To consider and if thought fit, to pass, the following resolution as an Ordinary Resolution.

“**RESOLVED THAT** pursuant to the provisions of Section 139, 142 and all other applicable provisions of the Companies Act, 2013 (the 'Act') read with Rule 3(7) of the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force), the appointment of M/s Ajay B Garg, Chartered Accountants, Mumbai, (Membership No. 32538) as Statutory Auditors of the Company for a term of 4 years i.e. till the conclusion of 19<sup>th</sup> Annual General Meeting (AGM), which was subject to ratification at every AGM, be and is hereby ratified to hold office from the conclusion of this Annual General Meeting until the conclusion of the next Annual General Meeting to be held in the financial year 2017-18 on the same remuneration and terms & conditions as earlier fixed by the Board of Directors in consultation with the auditors.”

**SPECIAL BUSINESS**

**Ordinary Resolutions**

**4. Ratification of Remuneration to Cost Auditor**

To consider and if thought fit, to pass, the following as Ordinary Resolution:-

“**RESOLVED THAT** pursuant to provisions of Sections 148(3) and other applicable provisions if any, of Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modification(s) or re-enactments(s) thereof for time being in force) the remuneration paid / payable to M/s. Asutosh & Associates, Cost Accountants, Bhubaneswar, (Firm Registration No. 000258), appointed by the Board of Directors of the Company as Cost Auditors to conduct the audit of the cost records of the Company for the financial year 2016-17, amounting to Rs. 50,000/- (Rs. Fifty Thousands only) as also the payment of service tax as applicable and reimbursement of out of pocket expenses incurred by them in connection with the aforesaid audit be and is hereby ratified and confirmed.”

“**RESOLVED FURTHER THAT** the Board of Directors and Company Secretary of the Company be and is hereby authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

**NOTES:**

1. A member entitled to attend and vote at the meeting is entitled to appoint proxy / proxies to attend and vote instead of himself and the proxy need not be a Member of the company. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in aggregate not more than ten percent of the total share capital of the company carrying voting rights. A member holding more than ten percent of the total share capital of the company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other member.  

The instrument of proxy in order to be effective, should be deposited at the registered office of the company, duly completed and signed, not less than 48 hours before the commencement of the meeting. A proxy form is sent herewith.
2. Members/Proxies should bring the Attendance Slip duly filled in for attending the Meeting and also their copy of the Annual Report.
3. Corporate Members intending to send their authorized representatives to attend the Meeting are requested to send to the Company a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.
4. The Register of Members and the Share Transfer Books of the Company will remain closed from Tuesday, 13<sup>th</sup> September, 2016 to Friday, 16<sup>th</sup> September, 2016 (both days inclusive) for the purpose of the Annual General Meeting of the Company.
5. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 will be available for inspection by the members at the Annual General Meeting of the Company. The Register of Contracts or Arrangements in which the Directors are interested, maintained under Section 189 of the Companies Act, 2013 will be available for inspection by the Members at the Annual General Meeting of the Company.
6. An Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013, relating to the Special Business to be transacted at the Meeting is annexed hereto.
7. Members are requested to notify immediately any change in their address directly to their Depository Participant in case they hold Shares in dematerialized form or to the Company's Registrar & Transfer Agents, in case they hold Shares in physical form.
8. In accordance with the provisions of Section 72 of the Companies Act, 2013, members are entitled to make nominations in respect of the Equity Shares held by them, in physical form. Members desirous of making nominations may procure the prescribed form from the Registrar & Share Transfer Agents and have it duly filled and sent back to them.
9. Electronic copy of the Annual Report and the Notice for 16<sup>th</sup> Annual General Meeting for 2015-16 is being sent to all Members whose email ids are registered with the Depository Participants for communication purposes unless any member has requested for a hard copy of the same. For members who have not registered their email address, physical copies of the Annual Report for 2015-16 are being sent to them in the permitted mode.
10. Members may also note that the Notice of the 16<sup>th</sup> Annual General Meeting and the Annual Report for 2015-16 will also be available on the Company's website [www.arssgroup.in](http://www.arssgroup.in) for their download.
11. Appointment of Directors:  
Details as prescribed Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 in respect of Directors seeking appointment/ reappointment at the Annual General Meeting are provided in the Explanatory Statement to the Notice.
12. Even after registering for e-communication, members are entitled to receive such communication in physical form by post free of cost, upon making a request for the same. For any such communication, the members may also send requests to the Company's Registrar & Share Transfer Agents at email id: [edp@bigshareonline.com](mailto:edp@bigshareonline.com) or company's email id: [cs@arssgroup.in](mailto:cs@arssgroup.in).
13. The cut-off/ record date for taking ben-pos, for the purpose of e-voting is set by a company is 21<sup>st</sup> September, 2016 (Wednesday), those investors, whose names appear on the shareholder list of on that day shall be eligible for e-voting. A person who is not a Member as on the record date should treat this Notice for information purposes only.
14. Members are requested to visit the website of the Company [www.arssgroup.in](http://www.arssgroup.in) for viewing the quarterly, half-yearly and Annual financial results and for more information about the Company. Useful information on various services being provided to the investors is also available on the website of the Company.

15. All the investor related communication may be addressed to:

**Ms. Alka Khemka**

Company Secretary cum Compliance Officer

Sector-A, Zone-D, Plot No-38,

Mancheswar Industrial Estate,

Bhubaneswar- 751010.

E-Mail;- cs@arssgroup.in

Tel: 0674-2588552, 2588554, Fax: 0674- 2585074.

Or

**Registrar and Transfer Agents**

Bigshare Services Private Limited

E/2, Ansa Industrial Estate, Sakivihar Road, Sakinaka

Andheri (E), Mumbai- 400 072

Tel: + 91-22-2847 0652, 4043 0200, Fax: +91-22-2847 5207

Website: - www.bigshareonline.com , E-mail: edp@bigshareonline.com

16. E-Voting-

Voting through electronic means:-

- I. In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by Companies (Management and Administration) Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote at Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services provided by National Securities Depository Limited (NSDL).

The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper.

The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.

The remote e-voting period commences on Saturday, 24<sup>th</sup> September, 2016 (9:00 am) and ends on Tuesday, 27<sup>th</sup> September, 2016 (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 Wednesday, 21<sup>st</sup> September, 2016, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.

The process and manner for remote e-voting are as under:

In case a Member receives an email from NSDL (for members whose email IDs are registered with the Company/ Depository Participants(s)):

- (i) Open email and open PDF file viz; "remote e-voting.pdf" with your Client ID or Folio No. as password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password.
- (ii) Launch internet browser by typing the following URL: <https://www.evoting.nsd.com/>
- (iii) Click on Shareholder – Login
- (iv) Put user ID and password as initial password noted in step (i) above. Click Login.
- (v) Password change menu appears. Change the password with new password of your choice with minimum 8 digits/ characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (vi) Home page of remote e-Voting opens. Click on remote e-Voting: Active Voting Cycles.
- (vii) Select "EVEN" of ARSS Infrastructure Projects Limited.
- (viii) Now you are ready for e-Voting as Cast Vote page opens.
- (ix) Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
- (x) Upon confirmation, the message "Vote cast successfully" will be displayed.

- (xi) Once you have voted on the resolution, you will not be allowed to modify your vote.
- (xii) 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. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mails\_deba@yahoo.co.in with a copy marked to evoting@nsdl.co.in.

In case a Member receives physical copy of the Notice of AGM (for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy):

- (i) Initial password is provided in the separate sheet with e-voting details for AGM:

EVEN (Remote e-voting Event Number)	USER ID	PASSWORD/ PIN

- (ii) Please follow all steps from Sl. No. (ii) to Sl. No. (xii) above, to cast vote.
- II. 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 Downloads section of www.evoting.nsdl.com. or call on toll free no.: 1800-222-990.
  - III. If you are already registered with NSDL for e-voting then you can use your existing user ID and password for casting your vote.
  - IV. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
  - V. The voting rights of Shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on Wednesday, 21<sup>st</sup> September, 2016.
  - VI. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. Wednesday, 21<sup>st</sup> September, 2016 may obtain the login ID and password by sending a request at evoting@nsdl.co.in or Issuer/RTA.  
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 vote. If you forgot your password, you can reset your password by using "Forgot User Details/ Password" option available on www.evoting.nsdl.com or contact NSDL at the following toll free no.: 1800-222-990.
  - VII. M/s ADP & ASSOCIATES, Firm of Practicing Company Secretaries (Principle partner Mr. Debadatta Mohapatra Membership No. FCS 5474 and Certificate of Practice No. 4583) has been appointed as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
  - VIII. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of the Scrutinizer, by use of "Ballot Paper" for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
  - IX. The Scrutinizer shall after the conclusion of voting at the general meeting, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
  - X. The Results declared along-with the report of the Scrutinizer shall be placed on the website of the Company www.arssgroup.in and on the website of NSDL immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the Bombay Stock Exchange Limited and National Stock Exchange of India Limited.
  - XI. All documents referred to in the accompanying Notice and the Explanatory Statement shall be open for inspection at the Registered Office of the Company between 11.00 am and 4 pm on all working days except Saturdays & Sundays up to and including the date of the Annual General Meeting of the Company.

**By Order of the Board**  
**For ARSS Infrastructure Projects Limited**

Sd/-  
**(Alka Khemka)**  
Company Secretary

Place: Bhubaneswar  
Date: 12<sup>th</sup> August, 2016

**ARSS Infrastructure Projects Limited**

CIN: L14103OR2000PLC006230

Regd. Office-Plot No.38,

Sector-A, Zone –D,

Mancheswar Industrial Estate, Bhubaneswar, 751010

Website: www.arssgroup.in

**Explanatory Statement pursuant to Section 102 (1) of the Companies Act, 2013 (“Companies Act”)**

**Item No. 4**

The Board of Directors of the Company on the recommendation of the Audit Committee approved the appointment and remuneration of M/s. Asutosh & Associates, Cost Accountants, Bhubaneswar at a remuneration of Rs 50,000/- (Rs. Fifty Thousand only) plus applicable taxes and out of pocket expenses to conduct the audit of the cost records of the Company for the financial year ended 31<sup>st</sup> March, 2017.

In terms of the provisions of Section 148(3) of the Companies Act, 2013 read with Rule 14(a)(ii) of The Companies (Audit and Auditors) Rules, 2014, the remuneration payable to the Cost Auditor is to be ratified by the Members of the Company. Accordingly, the Members are requested to ratify the remuneration payable to the Cost Auditors for the financial year 2016-17 as set out in the Resolution for the aforesaid services to be rendered by them.

Accordingly, Ordinary Resolution is submitted to the meeting for the consideration and approval of members.

None of the Directors, Key Managerial Personnel or their relatives, are interested or concerned in any way in the said Resolution.

**By Order of the Board  
For ARSS Infrastructure Projects Limited**

Place: Bhubaneswar

Date: 12<sup>th</sup> August, 2016

Sd/-  
**(Alka Khemka)**  
Company Secretary

**ARSS Infrastructure Projects Limited**

CIN: L14103OR2000PLC006230

Regd. Office-Plot No.38,

Sector-A, Zone –D,

Mancheswar Industrial Estate, Bhubaneswar, 751010

Website: www.arssgroup.in

DETAILS OF DIRECTORS SEEKING APPOINTMENT/  
RE-APPOINTMENT AT THE ANNUAL GENERAL MEETING  
(Pursuant to Regulation 36(3) of the  
SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015)

<b>Name of Director</b>	<b>Mr. Rajesh Agarwal</b>
DIN	00217823
Date of Birth	12/01/1973
Date of Appointment	17/05/2000
Qualifications	B.E (Civil)
Expertise in specific functional areas	Civil Construction
List of Companies in which outside Directorship held as on 31.03.2016	1. ARSS Steel & Power Limited
	2. ARSS Cement Limited
	3. North West Sales and Marketing Ltd
Chairman/Member of the *Committees of other Companies on which he/she is a Member as on 31.03.2016	Nil
Number of equity shares held in the Company	3,56,000



**ARSS INFRASTRUCTURE PROJECTS LIMITED**

**Registered Office-** Plot No-38, Sector-A, Zone-D

Mancheswar Industrial Estate

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E-mail: cs@arssgroup.in, response@arssgroup.in, Website: www.arssgroup.in

**ATTENDANCE SLIP**

L.F. No	
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No of Shares held	
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DP ID	
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Client ID	
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I/We hereby record my/our presence at 16<sup>th</sup> Annual General Meeting of the Company on Wednesday, 28<sup>th</sup> September, 2016 at the Registered Office of the Company.

Name of the Member \_\_\_\_\_  
(IN BLOCK LETTER)

Signature of member/proxy\* \_\_\_\_\_

Note: You are requested to sign and hand this over at the entrance.

## Proxy Form – MGT11

### ARSS INFRASTRUCTURE PROJECTS LIMITED

**Registered Office-** Plot No-38, Sector-A, Zone-D  
Mancheswar Industrial Estate Bhubaneswar-751010, Orissa, India  
CIN: L14103OR2000PLC006230

Tel No.: +91-0674-2588552, 2588554 Fax: +91-0674-2585074,  
E-mail: response@arssgroup.in, Website: www.arssgroup.in

Name of the Company: ARSS Infrastructure Projects Limited

Registered Office: Plot No-38, Sector-A, Zone-D, Mancheswar Industrial Estate, Bhubaneswar- 751010, Orissa, India

Website: www.arssgroup.in

Name of the Member (s) :		
Registered address:		
E-mail Id:	DP ID No.*	Client ID No.*

I / We, being the member(s) of \_\_\_\_\_ Equity Shares of ARSS Infrastructure Projects Limited, hereby appoint

1. Name :

Address :

E-mail Id :

Signature :

or failing him / her

2. Name :

Address :

E-mail Id :

Signature :

or failing him / her

3. Name :

Address :

E-mail Id :

Signature :

or failing him / her

as my / our proxy to attend and vote (on a poll) for me / us and on my / our behalf at the 16<sup>th</sup> Annual General Meeting of the Company, to be held on 28<sup>th</sup> September, 2016 at 11.00 a.m. at the Registered Office of the Company and at any adjournment thereof, in respect of such resolutions set out in the Notice convening the meeting, as are indicated below:

**Resolution No.1:** To receive, consider and if thought fit, to adopt the Audited Balance Sheet as at 31<sup>st</sup> March, 2016 and the Profit and Loss Account for the year ending on that date, together with the reports of the Directors' and Auditors' thereon.

**Resolution No.2:** To appoint a Director in place of Mr. Rajesh Agarwal, who retires by rotation and being eligible, offers himself for re-appointment.

**Resolution No.3:** Ratification of the Appointment of Statutory Auditors for the financial year 2016-17.

**Resolution No.4:** Ratification of remuneration of Cost Auditor for the financial year 2016-17.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Affix Revenue Stamp of Rs. 1/-
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Signature of Shareholder

Signature of Proxy Holder (s)

**Note:** This form of proxy in order to be effective should be duly completed and deposited at the Registered office of the Company, not less than 48 hours before the commencement of the Meeting.



**FORM NO.MGT-12****POLLING PAPER**

[Pursuant to Section 109 (5) of the Companies Act, 2013 and Rule 21 (1) (C) of the Companies (Management and Administration) Rules, 2014]

Name of the Company : ARSS Infrastructure Projects Limited  
 CIN : L14103OR2000PLC006230  
 Registered Office : Plot No -38, Sector-A, Zone- D,  
 Mancheswar Industrial Estate, Bhubaneswar-751 010.  
 Telephone : 0674- 2588552, 2588554  
 Website : www.arssgroup.in

**BALLOT PAPER**

(For Annual General Meeting on 28.09.2016)

Sr. No.	Particulars	Details
1.	Name of the First Named Shareholder (In BLOCK letters)	
2.	Postal address	
3.	Registered Folio No./ *DP ID and Client ID No. (*Applicable to investors holding shares in dematerialized form)	
4.	Class of Share	Equity Shares of Rs.10/- each

I hereby exercise my vote in respect of Ordinary/ Special Resolution/s enumerated below by recording my assent or dissent to the said resolution in the following manner:

**ORDINARY BUSINESSES**

Sr. No.	Resolutions	No. of shares held by me	I assent to the resolution	I dissent from the resolution
1	To receive, consider and if thought fit, to adopt the Audited Balance Sheet as at 31st March, 2016 and the Profit and Loss Account for the year ending on that date, together with the reports of the Directors' and Auditors' thereon.			
2	To appoint a Director in place of Mr. Rajesh Agarwal who retires by rotation and being eligible, offers himself for re-appointment.			
3	Ratification of the Appointment of Statutory Auditors for the financial year 2016-17			

**SPECIAL BUSINESSES**

4	Ratification of Remuneration to Cost Auditor for the financial year 2016-17			
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Place: Bhubaneswar

Date: 28.09.2016

(Signature of the shareholder)

## ARSS INFRASTRUCTURE PROJECTS LIMITED

Registered Office: Plot No-38, Sector-A, Zone-D, Mancheswar Industrial Estate,  
Bhubaneswar-751010, Orissa, India

CIN: L14103OR2000PLC006230

Tel No.: +91-0674-2588552, 2588554 Fax: +91-0674-2585074,

E-mail: cs@arssgroup.in, Website: www.arssgroup.in

Sr. No:-

Folio No/DP ID / Client ID :

Name :

Address :

Number of Shares held :

Dear Member,

Subject: Process and Manner for Availing E-Voting facility

Pursuant to the Section 108 of the Companies Act, 2013 ("the Act") read with Rule 20 of the Companies (Management and Administration) Rules, 2014, and of Companies (Management and Administration) Rules, 2015 as amended that the Company is pleased to offer e-voting facility to the members to cast their votes electronically as an alternative to participation at the Annual General Meeting to be held on 28<sup>th</sup> September, 2016 at 11.00 A.M.

The Company has engaged the services of National Securities Depository Limited ("NSDL") to provide e-voting facilities. The e-voting facility is available at the link [https:// www.evoting.nsdl.com](https://www.evoting.nsdl.com)

The e-voting particulars are set out below:

EVEN (E-voting event number)	User ID	Password / Pin

The e-voting facility will be available during the following voting period:

Commencement of e-voting	End of e-voting
24 <sup>th</sup> September, 2016 (9.00 A.M)	27 <sup>th</sup> September, 2016 (5.00 P.M)

### INSTRUCTIONS FOR E-VOTING

Members are requested to follow the instructions mentioned hereunder for casting their vote through E-voting:

1. User ID and Initial Password for E-voting is provided in the table given on the face of this annexure to the Notice.
2. NSDL shall also be sending the User-ID and Initial password to those members whose shareholding is in dematerialized format and whose Email addresses are registered with the Company/Depository Participants. For members who have not registered their Email Id can use the details as mentioned in the table above.
3. Launch the internet browser by typing the following URL:<https://www.evoting.nsdl.com>
4. Click on "Shareholder-Login".
5. Put user ID and Password noted in step (a) above as the initial password. Click login. If are already registered with NSDL for e-voting then you can use your existing User ID and Password for Login.

6. If you are logging in for the first time, Password Change Menu appears. Change the Password of your choice with minimum 8 digits / characters or a combination thereof. Please note the new Password for all the future e-voting cycles offered on NSDL e-voting Platform. It is strongly recommended not to share your Password with any other person and take utmost care to keep your Password confidential.
7. Home page of “e-voting” opens. Click on “e-voting” : Active Voting Cycles.
8. Select “EVEN (E-Voting Event Number)” of ARSS Infrastructure Projects Limited For and EVEN, you can login any number of times on e-voting platform of NSDL till you have voted on the resolution during the voting period.
9. Now you are ready for “e-voting” as “Cast Vote” Page opens.
10. Cast your vote by selecting appropriate option and click “Submit” and also “Confirm” when prompted. Kindly note that vote once cast cannot be modified.
11. Institutional members (i.e. members other than individuals, HUF, NRIs, etc.) are also required to send scanned copy (PDF/ JPG format) of the relevant board resolution / authority letter, etc. together with the attested specimen signature(s) of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through email at : cs\_deba@yahoo.co.in with a copy marked to evoting@nsdl.co.in. You can also forward the documents at the Company's Email ID: cs@arssgroup.in .
12. Once the vote on a resolution is cast by the shareholder s/he shall not be allowed to change it subsequently.
13. In case of any queries you may refer the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the “downloads” section of <https://www.evoting.nsdl.com> or contact NSDL by email at evoting@nsdl.co.in.
14. The voting rights of shareholders shall be in proportion to their shares of the paid-up equity share capital of the company as on the cut-off date (record date) of Wednesday, 21<sup>st</sup> September, 2016.
15. ADP & ASSOCIATES, Firm of Practicing Company Secretaries has been appointed as the Scrutinizer to scrutinize the E-voting process/ Postal ballot in a fair and transparent manner.
16. The Scrutinizer shall within a period not exceeding three(3) working days from the conclusion of the E-voting period unblock the votes in the presence of atleast two(2) witnesses not in the employment of the company and make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company.
17. The Results shall be declared on Friday, 30<sup>th</sup> September, 2016 at the registered office of the Company. The results declared along with the Scrutinizer's Report shall be placed on the company's website [www.arssgroup.in](http://www.arssgroup.in) and on the website of NSDL within two (2) days of passing of the resolution and the same shall also be communicated to the Bombay Stock Exchange Limited and National Stock Exchange of India Limited where the shares of the Company are listed.

**Registered Office of the Company:**

Plot No. 38, Sector – A, Zone- D, Mancheswar Industrial Estate,  
Bhubaneswar – 751010, Odisha  
CIN- L14103OR2000PLC006230  
Tel: 0674 – 2588552 / 2588554.  
Fax:-0674 – 2585074. Email: cs@arssgroup.in

**Share Transfer Agents:**

M/s. Bigshare Services Private Limited.  
Unit – ARSS Infrastructure Projects Ltd  
E/2, Ansa Industrial Estate,  
Sakivihar Road, Sakinaka,  
Andheri (E), Mumbai – 400 072  
Tel: + 91 22 2847 0652, 4043 0200  
Fax: + 91 22 2847 5207  
e-mail: investor@bigshareonline.com  
Website:www.bigshareonline.com