

No: AD/2/5/2018

22-09-18

**THE CASHEW EXPORT PROMOTION COUNCIL OF INDIA
KOLLAM, KERALA**

E-VOTING INSTRUCTIONS

The instructions for members voting electronically are as under:

1. The e-voting module for the Cashew Export Promotion Council of India shall be handled by Central Depository Services (India) Ltd. (CDSL), Mumbai.
1. The voting period begins on 24th September 2018 (Monday) at 12.00 Noon and ends on 26th September 2018 (Wednesday) at 5.00 PM. During this period members of the CEPCI whose name is recorded in the Register of Members, as on the cut-off date 4th September 2018 only shall be entitled to cast their vote electronically.
2. The members who have cast their vote by remote e-voting may also attend the Meeting but shall not be entitled to cast their vote again.
3. The Registered Members should log on to the e-voting website www.evotingindia.com
4. Click on Shareholders/Members.
5. Now Enter your User ID (Membership Number given by the CEPCI)*
6. Next enter the Image Verification (captcha) as displayed and Click on Login
7. Enter your PAN Number
8. A column to enter Bank Account Number will appear. In this column Members are required to enter the PASSWORD generated by the member and given in the E-Voting Registration form.
9. A column to enter Date of Birth will appear. Leave this field BLANK.
10. After entering these details appropriately, click on "SUBMIT" tab.



S. Kumar

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CIN:U74999KL1955NPL000300

11. In the e-voting screen TWO EVSN will appear. First one for Passing Resolutions and Second one for Electing Members of the Committee of Administration.
12. Follow the below instructions for e-voting.
13. Click on the EVSN - EVSN TYPE - "General Meeting" of < The Cashew EPC of India > on which you choose to vote.
14. On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same you can see the options "YES / NO" for voting decision. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
15. Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
16. After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will appear. If you wish to confirm your vote, click on "OK", or else to change your vote, click on "CANCEL" and accordingly modify your vote and do the same procedure.
17. Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
18. Then you will re-directed to e-voting page. For electing members to the Committee of Administration of the CEPCI, follow the below procedures.
19. Click on the EVSN - EVSN TYPE - "Election Voting" of < The Cashew EPC of India > on which you choose to vote.
20. On the voting page, you will see "Candidate Selection Option" and you need to click on radio button to select the candidate.
21. Maximum of FIVE candidates only can be selected against the FIVE vacancies arising in the Committee of Administration of the CEPCI
22. After selecting the Candidate you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", or else to change your vote, click on "CANCEL" and accordingly modify your vote.
23. Once you "CONFIRM" your vote on the Candidate, you will not be allowed to modify your vote.



S. Kanna

24. You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
25. The e-voting module shall be disabled for voting after 5.00 PM on the 26th September 2018.
26. All members as per the Register of the Council on 4th September 2018 are entitled to attend the AGM irrespective of whether they have cast their vote or not.
27. In case you have any queries or issues regarding e-voting, write an email to helpdesk.evoting@cdslindia.com
28. In case of any difficulty in proceeding with the e-voting process you may contact immediately Mr. S. Kannan, 9846035678 for getting the correct PAN Number and user id.

Contact Person & Number of The CEPCI :- Mr. S. KANNAN. Mob:+91-9846035678

Executive Director & Secretary of the the Cashew EPC of India Signature:

S. Kannan

