

# **BALASORE ALLOYS LIMITED**

CIN: L27101OR1984PLC001354

Registered Office: Balgopalpur - 756020, Dist. Balasore, Odisha. Website: www.balasorealloys.com; Email: mail@balasorealloys.com

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#### NOTICE

**NOTICE** is hereby given that the Twenty-Nineth Annual General Meeting of the Members of Balasore Alloys Limited will be held at the Registered Office of the Company at Balgopalpur - 756 020, Dist. Balasore, Odisha, on **Saturday**, **23**<sup>rd</sup> **September**, **2017**, **at 9.30 A.M.** to transact the following business:-

#### **ORDINARY BUSINESS:**

- 1. To receive, consider and adopt the Audited Financial Statements (including consolidated Audited Financial Statements) of the Company for the financial year ended March 31, 2017 together with the Reports of the Directors and Auditors thereon.
- 2. To declare a Dividend on Equity Shares.
- To appoint a Director in place of Mr. Anil Sureka (DIN: 00058228) who retires by rotation and being eligible, offers himself for re-appointment.
- 4. To appoint Auditors and to fix their remuneration and in this regard 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 Sections 139 and 142 and other applicable provisions, if any, of the Companies Act 2013, read with Rules made thereunder and pursuant to the resolution passed by the Members in the 26th Annual General Meeting held on 25th September, 2014 and based on the recommendations of Audit Committee and the Board of Directors, the appointment of M/s. Chaturvedi & Shah, Chartered Accountants (Firm Registration No. 101720W) as the Statutory Auditors of the Company, to hold office from the conclusion of this Meeting until the conclusion of next Annual General Meeting of the Company, be and is hereby ratified at a remuneration which shall be fixed by the Board of Directors in consultation with the Auditors plus applicable taxes and reimbursement of travelling and out of pocket expenses incurred by them for the purpose of audit."

## **SPECIAL BUSINESS:**

5. Appointment of Ms. Mita Jha (DIN: 07258314), as the Whole-time Director of the Company.

To consider and if thought fit, to pass with or without modification(s) the following resolution as a **Special Resolution**:

"RESOLVED THAT pursuant to the provisions of Sections 196, 197, 203, Schedule V and other applicable provisions of the Companies Act, 2013 read with Rules made thereunder, including any statutory modification(s) or re-enactment thereof for the time being in force, the recommendations of the Nomination & Remuneration Committee, Audit Committee and the Board of Directors and subject to such consents, approvals or permissions as may be necessary, consent of the Company be and is hereby given for appointment of Ms. Mita Jha (DIN: 07258314) as the Whole-time Director of the Company designated as Executive Director – Human Resource for a period of five years with effect from 27th July, 2017 till 26th July, 2022 and whose period of office shall be liable to determination by retirement of directors by rotation and also on the terms and conditions and remuneration as set out in the Explanatory Statement annexed to this Notice convening the meeting and as per the Agreement dated 19th May, 2017, entered into between the Company and Ms. Mita Jha, a copy whereof, initialled by the Chairman of the meeting for the purpose of identification, has been submitted to this meeting, which Agreement be and is hereby specifically approved."

"RESOLVED FURTHER THAT the Board of Directors be and is hereby authorised to alter and vary the terms and conditions of the said Agreement in such manner as may be agreed to between the Board of Directors and Ms. Mita Jha from time to time and the terms of the aforesaid Agreement shall be suitably modified to give effect to such alteration and/or variation."

6. Ratification of Remuneration of Cost Auditor of the Company for the financial year 2017-18.

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 148 and all other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 (including any statutory modifications or re-enactment thereof, for the time being in force), the Company hereby approves the remuneration of Rs. 2,00,000/- (Rupees Two Lacs only) plus applicable taxes and reimbursement of travelling and other out of pocket expenses to be paid to M/s. Shome & Banerjee, Cost Accountants (Firm Registration No. 000001) appointed as Cost Auditors of the Company by the Board of Directors at its meeting held on 19<sup>th</sup> May, 2017, to conduct the audit of the cost records of the Company for the financial year ending March 31, 2018."



"RESOLVED FURTHER THAT the Board of Directors 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."

# 7. Maintenance of the Register of Members and other Statutory Registers at a place other than the Registered Office of the Company.

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special Resolution**:

"RESOLVED THAT pursuant to Section 94 and other applicable provisions, if any, of the Companies Act, 2013 (the Act) read with Rule 5(2) of the Companies (Management and Administration) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force), consent of the Members be and is hereby accorded to keep and maintain the Register of Members together with the Index of Members, Register of Debenture Holders and other Security Holders, if any, together with the Index of Debenture Holders and other Security Holders, if any, under Section 88 of the Act and the copies of annual returns under Section 92 of the Act together with copies of certificates and documents required to be annexed thereto at its administrative office situated at Park Plaza, 1st Floor, 71 Park Street, Kolkata – 700 016 with effect from 23td September, 2017 instead of keeping the same at the Registered Office of the Company."

"RESOLVED FURTHER THAT the Board of Directors or any Committee thereof of the Company be and are hereby authorized to do all such things and take all such actions as may be required from time to time for giving effect to the above resolution and the matters related thereto and to settle any questions, difficulties or doubts that may arise in this regard."

## 8. Revision of Remuneration of Mr. Anil Sureka (DIN: 00058228), Managing Director of the Company.

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special Resolution:** 

"RESOLVED THAT pursuant to the provisions of Sections 196, 197, Schedule V and all other applicable provisions of the Companies Act, 2013 including any statutory modification(s) or re-enactment thereof for the time being in force read with the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 and based on the recommendations of Nomination and Remuneration Committee and the Board of Directors, the consent of the Company be and is hereby accorded to the revision in remuneration payable to Mr. Anil Sureka (DIN: 00058228), Managing Director of the Company, with effect from 1st April, 2016, for the remaining period of his tenure, as set out in the Explanatory Statement annexed to the Notice convening this Meeting and as per the Agreement dated 28th September, 2016, entered into between the Company and Mr. Anil Sureka, a copy whereof, initialled by the Chairman of the meeting for the purpose of identification, has been submitted to this meeting, which Agreement be and is hereby specifically approved."

## 9. Revision of Remuneration of Mr. Rajendra Kumar Parakh (DIN: 00459699), Director - Finance of the Company.

To consider and if thought fit, to pass with or without modification(s), the following resolution as a **Special Resolution**:

"RESOLVED THAT pursuant to the provisions of Sections 196, 197, Schedule V and all other applicable provisions of the Companies Act, 2013 including any statutory modification(s) or re-enactment thereof for the time being in force read with the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 and based on the recommendations of Nomination and Remuneration Committee and Board of Directors the consent of the Company be and is hereby accorded to the revision of remuneration payable to Mr. Rajendra Kumar Parakh (DIN: 00459699), Director - Finance of the Company with effect from 1st April, 2016, for the remainder of his tenure till 30th June, 2017 as set out in the Explanatory Statement annexed to the Notice convening this Meeting and as per the Agreement dated 28th September, 2016, entered into between the Company and Mr. Rajendra Kumar Parakh, a copy whereof, initialled by the Chairman of the meeting for the purpose of identification, has been submitted to this meeting, which Agreement be and is hereby specifically approved."

# 10. Revision of Remuneration of Mr. Janarthanam Govindasamy (DIN: 07356448), Director - Operations of the Company.

To consider and if thought fit, to pass with or without modification(s), the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to the provisions of Sections 196, 197, Schedule V and all other applicable provisions of the Companies Act, 2013 including any statutory modification(s) or re-enactment thereof for the time being in force read with the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 and based on the recommendations of Nomination and Remuneration Committee and Board of Directors the consent of the Company be and is hereby accorded to the revision of remuneration payable to Mr. Janarthanam Govindasamy (DIN: 07356448), Director - Operations of the Company with effect from 1st April, 2016, for the remainder of his tenure as set out in the Explanatory Statement annexed to the Notice convening this Meeting and as per the Agreement dated 28th September, 2016, entered into between the Company and Mr. Janarthanam Govindasamy, a copy whereof, initialled by the Chairman of the meeting for the purpose of identification, has been submitted to this meeting, which Agreement be and is hereby specifically approved."

# 11. Appointment of Dr. Samuel Onyeabor Nwabuokei (DIN: 07835812), as Director.

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 Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 read with the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and the applicable provisions of SEBI (Listing Obligations



and Disclosure Requirements) Regulations, 2015, Dr. Samuel Onyeabor Nwabuokei (DIN: 07835812), who, pursuant to Section 161 of the Companies Act, 2013 and the Articles of Association of the Company was appointed as an Additional Director of the Company by the Board of Directors with effect from 14<sup>th</sup> June, 2017 and who holds the office upto the date of this Annual General Meeting and in respect of whom the Company has received a notice in writing from a Member, pursuant to the provisions of Section 160 of the Companies Act, 2013, signifying his intention to propose his candidature for the office of Director of the Company, be and is hereby appointed as a Director of the Company, who is liable to retire by rotation."

"RESOLVED FURTHER THAT the Board of Directors be and is hereby authorized to do all such acts, deeds, matters and things, as may deem necessary, proper or desirable to give effect to the aforesaid resolution."

By Order of the Board

Kolkata 25th August, 2017

Trilochan Sharma
President & Company Secretary

# NOTES:

- 1. The Register of Members and the Share Transfer books of the Company will remain closed from Saturday, 16<sup>th</sup> September, 2017 to Saturday, 23<sup>rd</sup> September, 2017 (both days inclusive) for determining the entitlement of the shareholders to the dividend for the financial year 2016-17, if declared at the Annual General Meeting (AGM).
- 2. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013, relating to Special Business as set out at Item No. 5 to 11 of the AGM Notice to be transacted at the meeting is annexed hereto.
- 3. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY / PROXIES TO ATTEND AND VOTE INSTEAD OF HIMSELF / HERSELF. SUCH A PROXY / PROXIES NEED NOT BE A MEMBER OF THE COMPANY.

A person can act as proxy on behalf of Member or Members not exceeding fifty (50) and holding in the 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 person or shareholder.

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 attached herewith. Proxies submitted on behalf of the companies, societies etc., must be supported by an appropriate resolution / authority, as applicable.

- 4. The dividend of ₹ 0.75 per share has been recommended by the Board of Directors for the year ended 31<sup>st</sup> March, 2017 and subject to the approval of the shareholders at the ensuing Annual General Meeting, will be paid to members whose names appear on the Company's Register of Members as on 16<sup>th</sup> September, 2017 and is proposed to be paid on and after 3<sup>rd</sup> October, 2017.
- 5. Members holding shares in electronic form are hereby informed that bank particulars registered against their respective depository accounts will be used by the Company for payment of dividend. The Company or its Registrar and Share Transfer Agent (RTA) cannot act on any request received directly from the Members holding shares in electronic form for any change of bank particulars or bank mandates or for change in their address. Such changes are to be advised only to the Depository Participant of the Members. Members holding shares in physical form and desirous of registering bank particulars or change in their address already registered against their respective folios for payment of dividend are requested to write to the Company or its RTA.
- 6. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any member as soon as possible. Members are also advised not to leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified.
- 7. Disclosure pursuant to Regulation 36(3) of the SEBI (LODR) Regulations, 2015 and Secretarial Standard on General Meetings, in respect of the Directors seeking appointment / re-appointment at the Annual General Meeting, forms integral part of this notice. The Directors have furnished the requisite declarations for their appointment / re-appointment.
- 8. Corporate members intending to send their authorized representatives to attend and vote at the Meeting are requested to send a certified copy of Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.
- 9. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company / RTA for registration of transmission / transposition, deletion of name etc.



- 10. Members who have not registered their email addresses so far are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars etc. from the Company electronically.
- 11. Electronic copy of the Notice of the 29<sup>th</sup> Annual General Meeting of the Company inter-alia indicating the process and manner of e-voting along with Attendance Slip, Proxy Form and Route Map showing direction to reach the venue of the 29<sup>th</sup> AGM is being sent to all the members whose email IDs are registered with the Company / Depository Participant(s) for communication purposes. For Members who have not registered their email address, physical copies of the Notice of the 29<sup>th</sup> AGM of the Company inter-alia, indicating the process and manner of e-voting along with Attendance Slip, Proxy Form and Route Map showing direction to reach the venue of the 29<sup>th</sup> AGM is being sent in the permitted mode.
- 12. Members may also note that the Notice of the 29<sup>th</sup> Annual General Meeting and the Annual Report for 2016-17 will also be available on the Company's website www.balasorealloys.com for their download. The physical copies of the aforesaid documents will also be available at the Company's registered office and copies of the same shall also be available at the administrative office in Kolkata for inspection during normal business hours (1.00 P.M. to 5 P.M.) on all working days except Saturdays. Even after registering for e-communication, members are entitled to receive such communication in physical form, upon making a request for the same. For any communication, the shareholders may also send requests to the Company's investor email id: investorshelpline@balasorealloys.com
- 13. All documents referred to in the accompanying Notice and the Explanatory Statement are open for inspection by the Members at the Meeting and such document also be available for inspection at the registered office and copies of the same shall also be available at the administrative office of the Company in Kolkata during normal business hours (1.00 P.M. to 5.00 P.M.) on all working days except Saturdays, up to and including the date of the Annual General Meeting of the Company.
  - The Register of Directors and Key Managerial Personnel and their Shareholdings, maintained under Section 170 of the Companies Act, 2013 (the Act) and the Register of Contracts or Arrangements in which the Directors are interested, maintained under Section 189 of the Act read with Rules made thereunder will be available for inspection by the members at the Meeting.
- 14. As an austerity measure, copies of the Annual Report will not be distributed at the Meeting; members are requested to bring their copies to the meeting.
- 15. Members are requested to intimate to the Company, queries, if any, regarding the audited accounts at least ten days before the Meeting to enable the Management to keep the information ready at the Meeting.
- 16. Members / Proxies are requested to bring their Attendance Slip sent herewith, duly filled in, for attending the Meeting.
- 17. In compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Amendment Rules, 2014, and amendments thereto and Regulations 44 of the SEBI (LODR) Regulations, 2015 the Company is pleased to provide its members, facility to exercise their right to vote on resolutions proposed to be considered at the 29th Annual General Meeting (AGM) by electronic means and the business may be transacted through E-Voting Services provided by Central Depository Services (India) Ltd (CDSL).
  - The members may cast their votes using an electronic voting system from a place other than the venue of AGM (remote e-voting). The instruction for remote E-voting are annexed separately and forms part of this Notice.
- 18. The facility for voting through Ballot paper shall be available at the AGM and the Members attending AGM who have not cast their vote by remote e- voting shall be able to exercise their right at the AGM.
- 19. 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.
- 20. The Members, whose name appear in the Register of Members/list of Beneficial Owners as on 16<sup>th</sup> September, 2017, being the cut-off date, are entitled to vote on the Resolutions set forth in the Notice. A person who is not a member as on the cut-off date 16<sup>th</sup> September, 2017 should treat this Notice for information purpose only.
- 21. The Remote e-voting period commences on Tuesday, 19<sup>th</sup> September, 2017 and ends on Friday, 22<sup>nd</sup> September, 2017. During this period, Members of the Company, holding Shares either in physical form or dematerialised form, as on the cut-off date 16<sup>th</sup> September, 2017, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.
- 22. The Board of Directors has appointed CS Raj Kumar Banthia, (Membership No. 17190) as the Scrutinizer for Scrutinizing the process of remote e-voting and voting at the Meeting venue in a fair and transparent manner. The Scrutinizer shall, immediately after the conclusion of the Meeting, count the votes cast at the Meeting and thereafter, unblock the vote cast through remote e-voting in presence of atleast two witnesses not in the employment of the Company, the scrutinizer shall submit a consolidated Scrutinizer's Report of the total votes cast in favour of and against, if any, not later than 48 hours after the conclusion of the Meeting. Thereafter, the results of remote e-voting and voting at the meeting venue shall be declared by the Chairman of the Company or any other director duly authorised in this regard. The result along with the Scrutinizer's Report shall be placed on the Company's website (www.balasorealloys.com) and on the website of CDSL (www.cdslindia.com) immediately after the results are declared and simultaneously communicate to the Stock Exchanges. The results of e-voting shall also be displayed on the Notice Board of the Company at its Registered Office and its Administrative Office at Kolkata.



# EXPLANATORY STATEMENT IN RESPECT OF THE SPECIAL BUSINESS PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013.

#### Item No. 5

The Shareholders at the 28<sup>th</sup> Annual General Meeting held on 28<sup>th</sup> September, 2016, appointed Ms. Mita Jha as an Independent Director of the Company to hold office for five consecutive years with effect from 12<sup>th</sup> August, 2016 and whose office was not liable to determination by retirement of Directors by rotation.

The management of the Company accords special focus in Human Resource to the areas like role clarity, organisation development, employee engagement, team work to facilitate a performance driven culture. Accordingly, considering Ms. Mita Jha's rich, vast knowledge, expertise and experience of more than 20 years and in particular her contribution to the Company in all human resource matters as an Independent Director of the Company, the Board at its meeting held on 19th May, 2017 on the recommendation of the Nomination and Remuneration committee and Audit Committee, appointed Ms. Mita Jha as a Whole Time Director designated as Executive Director – Human Resource of the Company for a period of five years with effect from 27th July, 2017 till 26th July, 2022, subject to approval of the shareholders by way of a Special Resolution in the ensuing 29th Annual General Meeting of the Company. Consequent, upon appointment of Ms. Mita Jha as the Whole-time Director designated as Executive Director – Human Resource of the Company, Ms. Mita Jha has ceased to be the Independent Director of the Company.

Based on the recommendation of the Nomination & Remuneration Committee and the Audit Committee, the Board of Directors have approved terms of appointment and remuneration of Ms. Mita Jha in their meeting held on 19<sup>th</sup> May, 2017. For the purpose, an agreement has been entered into by the Company with Ms. Mita Jha on 19<sup>th</sup> May, 2017. The main terms and conditions of appointment of Ms. Mita Jha, as contained in the said agreement dated 19<sup>th</sup> May, 2017 are furnished below:

- (i) Basic Salary Rs. 3,50,000/- (Rupees Three Lacs Fifty Thousand only) per month. The annual increment shall be effective from 1st April each year and shall be decided by the Board on the basis of her performance.
- (ii) In addition to the salary, Ms. Mita Jha shall also be entitled to perquisites and allowances in accordance with the rules of the Company and as approved by the Board of Directors viz.

(i) Basis Salary ₹ 42,00,000 per annum
 ₹ 65,93,980 per annum
 (iii) Others
 ₹ 7,06,020 per annum
 ₹ 1,15,00,000 per annum

- (iii) The Executive Director Human Resource shall be entitled to leave according to the Rules of the Company.
- (iv) The Executive Director Human Resource shall be liable to retire by rotation and her re-appointment at the AGM as a Director retiring by rotation would not constitute a break in her appointment as Executive Director Human Resource.
- (v) The Executive Director Human Resource shall not be paid any Sitting Fees for attending the meetings of the Board or any Committee thereof.

The Board considers that her association would be of immense benefit to the Company and it is desirable to avail her services as Executive Director – Human Resource. Accordingly, the Board recommends the resolution in relation to appointment of Ms. Mita Jha as Executive Director – Human Resource, for the approval by the shareholders of the Company.

None of the Directors or Key Managerial Personnel of the Company and/or their relatives, except Ms. Mita Jha and her relatives, are concerned or interested, financial or otherwise in the resolution set out at item no. 5.

Brief particulars of Ms. Mita Jha, as required under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard – 2 is annexed to this notice.

Copy of the agreement dated 19<sup>th</sup> May, 2017 referred to the above is available for inspection at the registered office and copies of the same shall also be available at the administrative office of the Company during normal business hours (1.00 P.M. to 5 P.M.) on all working days except Saturdays, upto and including the date of Annual General Meeting and also at the Meeting.

#### Item No. 6

The Board, on the recommendation of the Audit Committee, has approved the appointment of M/s Shome & Banerjee, Cost Accountants as the Cost Auditors to conduct the audit of the cost records of the Company for the financial year ending March 31, 2018 at a remuneration of Rs. 2,00,000/- (Rupees Two Lacs only) plus applicable taxes and reimbursement of travelling and other out of pocket expenses incurred to conduct the audit of the cost records.

M/s. Shome & Banerjee, Cost Accountants have the necessary experience in the field of cost audit and have submitted a certificate regarding their eligibility for appointment as Cost Auditors of the Company. In accordance with the provisions of Section 148 of the Act read with the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to the Cost Auditors has to be approved by the shareholders of the Company.

The Board therefore, submits the proposed resolution for your consideration and recommends it to be passed as an ordinary resolution.

None of the Directors and Key Managerial Personnel of the Company and their relatives is concerned or interested, financial or otherwise, in the resolution set out at Item No. 6.

#### Item No. 7

Pursuant to provisions of Section 94 of the Companies Act, 2013 ("the Act") certain documents such as the Register of Members and Index of Members separately for each class of equity and preference shares, register and index of debenture holders, register and index of any other Security holders and copies of all annual returns prepared, together with the copies of certificates and documents required to be annexed thereto under Sections 92 of the Act, and other related books, are required to be maintained at the registered office of the Company, unless a special resolution is passed in a general meeting authorizing the keeping of the register at any other place within the city, town or village in which the registered office is situated or any other place in India in which more than one-tenth of the total Members entered in the Register of Members reside.

In the interest of operational and administrative convenience, it is proposed to maintain the Register and Index of Members / Debenture Holders, Register of other Security Holders and copies of annual returns and other statutory registers at the Company's administrative office situated at 'Park Plaza', 1st Floor, 71 Park Street, Kolkata – 700 016 with effect from 23rd September, 2017 instead of the Registered Office of the Company.

A copy of the proposed resolution is being forwarded in advance to the Registrar of Companies, Orissa, as required under the said Section 94 (1) of the Companies Act, 2013.

The Directors recommend the said resolution proposed vide Item No. 7 to be passed as Special Resolution by the members.

None of the Directors, Key Managerial Personnel of the Company, and/or their relatives are in any way, whether financially or otherwise, concerned or interested in the said resolution.

#### Item No. 8

Mr. Anil Sureka was re-appointed as Managing Director with effect from 17th April, 2015 for a period of five years. The said appointment was duly approved by the shareholders at their meeting held on 29th September, 2015. The Board of Directors of the Company at their meeting held on 28th September, 2016, based on the recommendation of Nomination and Remuneration Committee have revised the remuneration payable to Mr. Anil Sureka upto ₹1,81,66,015 (Rupees One Crore Eighty One Lac Sixty Six Thousand and Fifteen only) per annum including an annual variable pay amounting to ₹19,46,359/- (Rupees Nineteen Lacs Forty Six Thousand Three Hundred Fifty Nine only) effective from 1st April, 2016, for the remainder of his tenure, along with such Perquisites and Allowances as set out in the agreement dated 28th September, 2016, entered into between Mr. Anil Sureka, Managing Director and the Company.

The revised remuneration payable to Mr. Sureka is within the limits prescribed in Section 197 and Section I of Part II of Schedule V of the Act. In terms of Section 196(4) payment of remuneration to managerial personnel requires approval of shareholders in a general meeting of the Company.

None of the Directors or Key Managerial Personnel of the company and their relatives, except Mr. Anil Sureka and his relatives is concerned or interested, financial or otherwise in the resolution set out at Item No. 8.

Brief particulars of Mr. Anil Sureka, as required under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard – 2 is annexed to this notice.

Copy of the agreement dated 28<sup>th</sup> September, 2016 referred to the above is available for inspection at the registered office and copies of the same shall also be available at the administrative office of the Company during normal business hours (1.00 P.M. to 5 P.M.) on all working days except Saturdays, upto and including the date of Annual General Meeting and also at the Meeting.

## Item No. 9

Mr. Rajendra Kumar Parakh was re-appointed as Director-Finance with effect from 7<sup>th</sup> November, 2014 for a period of five years. The said appointment was duly approved by the shareholders at their meeting held on 29<sup>th</sup> September, 2015. The Board of Directors of the Company at their meeting held on 28<sup>th</sup> September, 2016, based on the recommendation of Nomination and Remuneration Committee have revised the remuneration payable to Mr. Parakh upto ₹82,71,444 (Rupees Eighty Two lacs Seventy One Thousand Four Hundred and Forty Four only) per annum including an annual variable pay amounting to ₹7,57,656/- (Rupees Seven Lacs Fifty Seven Thousand Six Hundred Fifty Six only) effective from 1<sup>st</sup> April, 2016, for the remainder of his tenure till 30<sup>th</sup> June, 2017, along with such Perquisites and Allowances as set out in the agreement dated 28<sup>th</sup> September, 2016, entered into between Mr. Rajendra Kumar Parakh, Director - Finance and the Company.

The revised remuneration payable to Mr. Parakh is within the limits prescribed in Section 197 and Section I of Part II of Schedule V of the Act. In terms of Section 196(4) payment of remuneration to managerial personnel requires approval of shareholders in a general meeting of the company.



None of the Directors or Key Managerial Personnel of the company and their relatives, except Mr. Rajendra Kumar Parakh and his relatives is concerned or interested, financial or otherwise in the resolution set out at Item No. 9.

Copy of the agreement dated 28<sup>th</sup> September, 2016 referred to the above is available for inspection at the registered office and copies of the same shall also be available at the administrative office of the Company during normal business hours (1.00 P.M. to 5 P.M.) on all working days except Saturdays, upto and including the date of Annual General Meeting and also at the Meeting.

#### Item No. 10

Mr. Janarthanam Govindasamy was appointed as Whole Time Director designated as Director - Operations with effect from 12<sup>th</sup> February, 2016 for a period of five years. The said appointment was duly approved by the shareholders at their meeting held on 28<sup>th</sup> September, 2016. The Board of Directors of the Company at their meeting held on 28<sup>th</sup> September, 2016, based on the recommendation of Nomination and Remuneration Committee have revised the remuneration payable to Mr. Janarthanam Govindasamy upto ₹ 60,00,000 (Rupees Sixty Lacs only) per annum effective from 1<sup>st</sup> April, 2016, for the remainder of his tenure, along with such Perquisites and Allowances as set out in the agreement dated 28<sup>th</sup> September, 2016, entered into between Mr. Janarthanam Govindasamy, Whole-time Director and the Company.

The revised remuneration payable to Mr. Janarthanam Govindasamy is within the limits prescribed in Section 197 and Section I of Part II of Schedule V of the Act. In terms of Section 196(4) payment of remuneration to managerial personnel requires approval of shareholders in a general meeting of the company.

None of the Directors or Key Managerial Personnel of the company and their relatives, except Mr. Janarthanam Govindasamy and his relatives is concerned or interested, financial or otherwise in the resolution set out at Item No. 10.

Copy of the agreement dated 28<sup>th</sup> September, 2016 referred to the above is available for inspection at the registered office and copies of the same shall also be available at the administrative office of the Company during normal business hours (1.00 P.M. to 5 P.M.) on all working days except Saturdays, upto and including the date of Annual General Meeting and also at the Meeting.

#### Item No. 11

The Board of Directors of the Company on the recommendation of the Nomination and Remuneration committee of the Board of Directors, vide their Circular Resolution dated 8<sup>th</sup> June, 2017 had appointed Dr. Samuel Onyeabor Nwabuokei (a citizen of Nigeria) as an Additional Director of the Company with effect from 14<sup>th</sup> June, 2017. In terms of Section 161 of the Companies Act, 2013 (the 'Act') read with Article 169 of the Articles of Association of the Company, Dr. Samuel Onyeabor Nwabuokei will hold office of Additional Director upto the date of this Annual General Meeting. The Company has received a notice in writing along with the requisite deposit from a member under Section 160 of the Companies Act, 2013, signifying his intention to propose Dr. Samuel Onyeabor Nwabuokei for appointment as a Director of the Company.

Dr. Samuel Onyeabor Nwabuokei, is not disqualified from being appointed as a Director in terms of Section 164 of the Act and he has also given his consent to act as a Director of the Company.

The Board considers that his association would be of immense benefit to the Company and it is desirable to avail his services as a Non – Executive and Non – Independent Director. Accordingly, the Board recommends the resolution in relation to appointment of Dr. Samuel Onyeabor Nwabuokei as a Non – Executive and Non – Independent Director, for the approval by the shareholders of the Company.

Brief particulars of Dr. Samuel Onyeabor Nwabuokei, as required under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard – 2 is annexed to this notice.

Dr. Samuel Onyeabor Nwabuokei does not hold any Equity shares in the Company and is not related to any Director or Key Managerial Personnel of the Company in any way.

Except Dr. Samuel Onyeabor Nwabuokei, being the appointee and his relatives, none of the Directors and Key Managerial Personnel of the Company or their relatives are concerned with or interested in, financial or otherwise, in the resolution set out at item no. 11 of the Notice.

By Order of the Board

Kolkata 25<sup>th</sup> August, 2017 **Trilochan Sharma**President & Company Secretary

**ANNEXURE TO NOTICE** 

<b>DETAILS OF DIRECTORS SEEK</b>   Pursuant to Regulation 36(3) of the S	<b>)TO</b>	PRS SEEKING APPOINTMENT / RE-	DETAILS OF DIRECTORS SEEKING APPOINTMENT / RE-APPOINTMENT AT THE 29TH ANNUAL GENERAL MEETING Pursuant to Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard (SS) - 2	<b>AL GENERAL MEETING</b> 115 and Secretarial Standard (SS) - 2 :
Name of Director		Mr. Anil Sureka	Ms Mita Jha	Dr. Samuel Onyeabor Nwabuokei
Date of Birth		19-11-1955	01-02-1968	21-03-1949
Date of Appointment		17-11-2011	12-08-2016	14-06-2017
Qualifications		B.COM & Associate Company Secretary.	Political Science Graduate & Masters in Personnel Management with an MBA (Gold Medalist) from Hull University, United Kingdom.	Bachelor of Engineering from Ahmadu Bello University, Zaria, Master of applied Science, Civil Engineering from Canada and also PhD in Civil Engineering, specialised in Geotechnical Engineering from Purdue University, West Lafayette, Indiana, USA.
Expertise in specific functional areas		Mr. Anil Sureka had been a guiding force for the Company by handling various assignments with distinction. He has over 40 years of corporate experience in reputed organizations. His array of exposure percolates to areas like Finance, Project Planning & Execution, Costing & Cost Control, Commercial matters including contract, Secretarial & legal aspects, Supply Chain Management, Marketing, Modern Management Initiatives, Human Resource and Administration etc.	Ms Mita Jha is having more than 20 years of diverse experience in Human Resource Management, Training, TQM in leading Multinational and Indian Organizations viz. Amcor Flexibles India Pvt. Limited, VLCC Health Care Limited, Franklin Templeton Asset Management (India) Private Limited etc.	Dr. Samuel is having more than 43 years of rich and vast experience in Techno Commercial and General Management functions. Dr. Samuel's array of exposure percolates to area like Project Execution, Operation, manufacturing, commercial matters including Management of Quality System and Modern Management Initiatives etc.
Names of Listed Companies in which outside Directorship held		Ī	Nii	Ī
Chairman/Member of the committees of the Board of other Companies in which he is a Director		īZ	Nii	₩
Details of shareholding (Both own or held by/ for other persons on a beneficial basis), if any, in the Company.		Ϊ	Nii	Nii
Disclosure in terms of Regulation 36 (3)(c) of the SEBI (LODR) Regulations, 2015: Disclosure of the relationships between Director inter-se		Ä,	Ä,Ä.	N,A,



# **BALASORE ALLOYS LIMITED**

CIN: L27101OR1984PLC001354

Registered Office: Balgopalpur - 756020, Dist. Balasore, Odisha. Website: www.balasorealloys.com; Email: mail@balasorealloys.com

**Phone:** +91-6782-275781-85 **Fax:** +91-6782-275724

# **ATTENDANCE SLIP**

Regd. Folio No. / DP ID & Client ID:

Na	ame and Address of the Shareholder:	
Jo	int Holder(s):	
Νι	umber of Equity Shares held:	
1.		29th Annual General Meeting of the Company being held on Saturday, at the Registered Office of the Company at Balgopalpur - 756 020,
2.	Signature of the Shareholder / Proxy p	resent
3.	Shareholder / Proxy Holder wishing t meeting and hand it over at the entrance	to attend the meeting must bring the Attendance slip, duly signed, to the ce.
4.	Shareholder / Proxy Holder desiring reference at the Meeting.	to attend the meeting may bring his / her copy of the Annual Report for



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# **PROXY FORM**

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Amendment Rules, 2015]

Nan	ne of the Member(s)	:		
Reg	istered Address	:		
E-M	lail ID	:		
Foli	o No.	:		
Clie	nt ID / DP ID	:		
I/We	e, being the Member(	s),	holding shares of	the above named Company, hereby appoint:
1.	Name:			E-Mail ID:
	Address:			
	Signature:			
	OR failing him/her			
2.	Name:			E-Mail ID:
	Address:			
	Signature:			
	OR failing him/her			
3.	Name:			E-Mail ID:
	Address:			
	Signature:			

As my / our proxy to attend and vote (on a poll) for me / us and on my / our behalf at the 29<sup>th</sup> Annual General Meeting of the Company, to be held on Saturday, 23<sup>rd</sup> September, 2017 at 9.30 A.M. at the Registered Office of the Company at Balgopalpur - 756 020, Dist. Balasore, Odisha and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No. Resolutions #				
Ord	dinary Busines	5	For	Against
1		e Audited Financial Statement of the Company for the year ended on 7, together with the Reports of the Directors and Auditors thereon.		
2	Declaration of 2017.	dividend on equity shares for the financial year ended on 31st March,		
3		nt of Mr. Anil Sureka (DIN: 00058228) who retires by rotation, and being nimself for re-appointment.		
4	Re-appointment Auditors.	nt of M/s. Chaturvedi & Shah, Chartered Accountants as Statutory		
Spe	ecial Business			
5	Appointment of Company.	of Ms. Mita Jha (DIN: 07258314), as the Whole-time Director of the		
6	Ratification of Remuneration of Cost Auditor of the Company for the financial year 2017-18.			
7	Maintenance of the Register of Members and other Statutory Registers at a place other than the Registered Office of the Company.			
8	Revision of Remuneration of Mr. Anil Sureka (DIN: 00058228), Managing Director of the Company.			
9	Revision of Remuneration of Mr. Rajendra Kumar Parakh (DIN: 00459699), Director - Finance of the Company.			
10		Remuneration of Mr. Janarthanam Govindasamy (DIN: 07356448), ations of the Company.		
11	Appointment o	f Dr. Samuel Onyeabor Nwabuokei (DIN: 07835812), as Director.		

Signed this	day of	, 2017	
Signature of Shareholder(s) .			Affix revenue stamp
Signature of Proxy Holders(s)			

## Notes:

- 1. This form of proxy in order to be effective should be completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the Meeting.
- 2. For the Resolutions, Statement and Notes please refer to the Notice of the 29th Annual General Meeting.
- 3. # It is optional to put a 'X' in the appropriate column against the Resolution indicated in the box. If you leave the 'For' or 'Against' column blank against any or all the resolution, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.



CIN: L27101OR1984PLC001354

Registered Office: Balgopalpur - 756020, Dist. Balasore, Odisha. Website: www.balasorealloys.com; Email: mail@balasorealloys.com

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Date: 25th August, 2017

Sub: Voting through electronic means.

### Dear Members.

Pursuant to Section 108 and other applicable provisions, if any, of the Companies Act, 2013 read with Rule 20 of 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 voting facility by electronic means ('remote e-voting') to the members in relation to the business to be transacted at the 29<sup>th</sup> Annual General Meeting to be held at the Registered Office of the Company at Balgopalpur - 756 020, Dist. Balasore, Odisha on Saturday, 23<sup>rd</sup>September, 2017at 9.30 A.M.

The Company has engaged the services of Central Depository Services (India) Ltd. (CDSL) to provide e-voting. The e-voting facility is available at the link www.evotingindia.com

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

Commencement of e-voting	From: 9.00 a.m. of 19 <sup>th</sup> September, 2017 (Tuesday)	
End of e-voting period	Upto: 5.00 p.m. of 22 <sup>nd</sup> September, 2017 (Friday)	

E-voting shall not be allowed beyond 5.00 p.m. of 22<sup>nd</sup> September, 2017. During the e-voting period, shareholders of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date may cast their votes electronically.

The cut-off date for the purpose of remote e-voting is Saturday, 16th September, 2017.

Please read the instructions given herein below for exercising vote.

These details and instructions form an integral part of the Notice for the 29<sup>th</sup>Annual General Meeting to be held on Saturday, 23<sup>rd</sup>September, 2017.

#### **INSTRUCTIONS FOR E-VOTING**

Members are requested to follow the below mentioned instructions to cast their vote through e-voting:

- (i) The voting period begins on Tuesday, 19<sup>th</sup> September, 2017 at 9.00 a.m. and ends on Friday, 22<sup>nd</sup> September, 2017 at 5.00 p.m. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) on Saturday, 16<sup>th</sup> September, 2017 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
- $\label{eq:commutation} (iii) \quad \text{The shareholders should log on to the e-voting website } \underline{\text{www.evotingindia.com}}.$
- (iv) Click on Shareholders.



# (Contd.)

- (v) Now Enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,
  - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (vi) Next enter the Image Verification as displayed and Click on Login.
- (vii) If you are holding shares in demat form and had logged on to <a href="www.evotingindia.com">www.evotingindia.com</a> and voted on an earlier voting of any company, then your existing password is to be used.
- (viii) If you are a first time user follow the steps given below:

	For Members holding shares in Demat and Physical Form
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)
	<ul> <li>Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.</li> </ul>
	<ul> <li>In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</li> </ul>
Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the Company's records in order to login.
	If both the details are not recorded with the depository or Company please enter the Member id /folio number in the Dividend Bank details field as mentioned in instruction (iv).

- (ix) After entering these details appropriately, click on "SUBMIT" tab.
- (x) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (xi) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xii) Click on the EVSN (170826001) of BALASORE ALLOYS LTD.
- (xiii) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. 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.
- (xiv) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xv) After selecting the resolution 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", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- (xvi) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvii) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.



# (Contd.)

- (xviii) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xix) Shareholders can also cast their vote using CDSL's mobile app m-voting available for android based mobiles. The m-voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- (xx) Note for Non-Individual Shareholders and Custodians:
  - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
  - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
  - The list of accounts linked in the login should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian. if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (xxi) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com.

Kindly note that once you have cast your vote, you cannot modify or vote on poll at the Annual General Meeting. However, you can attend the meeting and participate in the discussions, if any.

Mr.Raj Kumar Banthia, Practicing Company Secretary (COP No.18428) has been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.

The Scrutiniser shall, immediately after the conclusion of voting at the 29th Annual General Meeting, first count the votes cast at the meeting, 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 make, not later than forty eight hours of conclusion of the meeting, a consolidated scrutinizers report of the total votes cast in favor or against, if any, to the Chairman or a person authorized by him in writing who shall counter sign the same.

The results of e-voting will be announced by the Company on its website and also on the website of CDSL. The same will be informed to the stock exchanges immediately after the result is declared by the Chairman or a person authorized by him in writing. The results of e-voting shall also be displayed on the Notice Board of the Company at its Registered Office and its Administrative Office.

Registered Office:

**BALASORE ALLOYS LIMITED** Balgopalpur - 756020, Balasore, Odisha, Phone: +91-6782-275781-85

Fax: +91-6782-275724 Email: mail@balasorealloys.com

investorshelpline@balasorealloys.com

Thanking you, Yours faithfully,

For BALASORE ALLOYS LIMITED

Sd/-TRILOCHAN SHARMA President & Company Secretary Registrar and Share Transfer Agent:

MCS Share Transfer Agent Limited Unit: Balasore Alloys Ltd 12/1/5, Manoharpukur Road, Ground Floor, Kolkata-700 026, India Phone: +91-33 4072 4051/4052/4053

Fax: +91-33 4072 4050 Email: mcssta@rediffmail.com

# Route Map to the venue of the 29th AGM of Balasore Alloys Limited



