

## NOTES AND INSTRUCTIONS FOR REMOTE E-VOTING

1. In case a member receives an email from Karvy (for members whose email IDs are registered with the Company/Depository Participant(s)) or wishes to vote through electronic mode despite receiving the Notice of AGM by post, following steps should be taken:
  - a. Launch internet browser and enter the URL for e-voting: <https://evoting.karvy.com>
  - b. Enter the login credentials i.e. User ID and password mentioned in this communication. In case of physical folio, User ID will be EVEN number (as provided overleaf) followed by folio number. In case of Demat account, User ID will be your DP ID and Client ID. However, if you are already registered with Karvy for e-voting, you can use your existing User ID and password for casting your vote.
  - c. After entering the details appropriately, click on LOGIN.
  - d. You will reach the Password change menu wherein you are required to mandatorily change your password. The new password shall comprise of minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character. The system will prompt you to change your password and update any contact details like mobile no., email ID etc. on first login. You may also enter the secret question and answer of your choice to retrieve your password in case you forget it. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
  - e. You need to login again with the new credentials.
  - f. On successful login, the system will prompt you to select the EVEN for ALSTOM India Limited.
  - g. On the voting page, enter the number of shares as on the cut-off date (which represents the number of votes) for each resolution under "FOR/AGAINST" or alternatively, you may partially enter any number in "FOR" and partially in "AGAINST" but the total number in "FOR/AGAINST" taken together should not exceed the total shareholding. If the member does not indicate either "FOR" or "AGAINST" it will be treated as "ABSTAIN" and the shares held will not be counted under either head.
  - h. Members holding multiple folios / demat account shall choose the voting process separately for each folio / demat account.
  - i. Cast your vote by selecting an appropriate option and click on SUBMIT. A confirmation box will be displayed. Click OK to confirm else CANCEL to modify. Once you confirm, you will not be allowed to modify your vote. During the voting period, shareholders can login any number of times till they have voted on the resolution.
  - j. Institutional shareholders (i.e. other than individuals, HUF, NRI, etc.) are required to upload a 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, on the e-voting portal or send the same to the Scrutinizer through e-mail to [hemantsinghcs@gmail.com](mailto:hemantsinghcs@gmail.com).
  - k. Kindly note that once you have cast your vote you cannot modify or vote on poll at the AGM. However, you can attend the meeting and participate in the discussions, if any.
2. **Persons becoming member of the Company after dispatch of the Notice of AGM and holding shares as on the cut-off date i.e. 23 July 2016 may obtain the User ID and password for remote e-voting in the manner as set out below:**
  - a. If the mobile number of the member is registered against Folio No. / DP ID & Client ID, the member may send SMS :**MYEPWD**<space> **DP ID Client ID** to **9212993399** to receive the password through SMS. In case of Folio No., prefix EVEN number with the Folio Number;
  - b. If e-mail address or mobile number of the member is registered against the Folio No./DPID Client ID, the member may go to <https://evoting.karvy.com> and click "Forgot Password". Thereafter, enter Folio No. or DPID & Client ID and PAN to generate password;
  - c. Member may call Karvy's toll free number given in Instruction 3 below;
  - d. Member may send an e-mail request for User ID and password to [evoting@karvy.com](mailto:evoting@karvy.com)
  - e. If a member is already registered with Karvy for e-voting, they can use their existing User ID and password for casting vote.
3. In case of any queries, you may refer the Help & FAQ section of <https://evoting.karvy.com> (Karvy Website) or call Karvy on Toll Free No.1800 3454 001. In case of any other queries/grievances connected with voting by electronic means, you may also contact Mr. M R V Subrahmanyam of M/s. Karvy Computershare Private Limited, at telephone no. 040-67161505.
4. **E-voting period starts from 25 July 2016 at 9.00 a.m IST and ends on 28 July 2016 at 5.00 p.m. IST.** Thereafter, e-voting module shall be disabled for voting by members.
5. **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 23 July 2016.**
6. Mr. Hemant Kumar Singh, Company Secretary (Membership No. FCS 6370), Partner of M/s. Hemant Singh & Associates, Company Secretaries has been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
7. The Scrutinizer shall, immediately after the conclusion of voting at the AGM, 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 (2) witnesses not in the employment of the Company and make, within a period not exceeding forty eight (48) hours of conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, and submit forthwith to the Chairman or a person authorized by him in writing.
8. The Results shall be declared within forty eight (48) hours of conclusion of the AGM and the Results along with the Scrutinizer's Report shall be immediately thereafter placed on the Company's website [www.alstomindiainvestorrelations.com](http://www.alstomindiainvestorrelations.com) and on the website of Karvy and communicated to BSE Ltd. and National Stock Exchange of India Ltd.
9. The Annual Report of the Company for FY 2015-16 and the Notice convening the AGM are also available on the website of the Company viz. [www.alstomindiainvestorrelations.com](http://www.alstomindiainvestorrelations.com)