



Mangalore Refinery and Petrochemicals Limited
(A Govt. of India Enterprise and a Subsidiary of ONGC Limited)

**Registered Office & Investor Relation Cell.: Mudapadav, Post Kuthethoor, Via Katipalla,
Mangaluru – 575030: Website : www.mrpl.co.in**

CIN : L23209KA1988GOI008959

NOTICE OF POSTAL BALLOT / E-VOTING

[Pursuant to Section 110 of the Companies Act, 2013 read with Companies (Management and Administration) Rules, 2014]

Dear Member(s),

Notice of Postal Ballot is hereby given to the Members of the Company pursuant to Section 108 and Section 110 of the Companies Act, 2013 (“Act”) read with Rule 20 and Rule 22 of Companies (Management and Administration) Rules, 2014, (“**Rules**”), General Circular Nos. 14/2020 dated April 08, 2020, 17/2020 dated April 13, 2020, 22/2020 dated June 15, 2020, 33/2020 dated September 28, 2020, 39/2020 dated December 31, 2020, 10/2021 dated June 23, 2021, 20/2021 dated December 08, 2021, 2/2022 and 3/2022 dated May 05, 2022 issued by the Ministry of Corporate Affairs (“**MCA**”) (hereinafter collectively referred to as “**MCA Circulars**”), and Regulation 44 and 17(1C) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**SEBI LODR, 2015**”) and other applicable provisions, that the Resolutions as set out in this Notice is proposed for approval by the Members of the Company for passing by means of Postal Ballot by voting through electronic means (**‘remote e-voting’**).

You are requested to record your assent or dissent only by means of e-voting system provided by the Company.

SPECIAL BUSINESS:

- 1. To appoint Shri Rajesh Kumar Srivastava (DIN: 08513272) as Director / Chairman on the Board of the Company 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 Section 149, 152 and all other applicable provisions, if any, of the Companies Act, 2013, Companies (Appointment and Qualification of Directors) Rules, 2014, Regulation 17(1C) and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Articles of Association of the Company, **Shri Rajesh Kumar Srivastava (DIN: 08513272)**, who was appointed as an Additional Director / Chairman by the Board of Directors of the Company with effect from September 07, 2022 in respect of whom, the Company has received a notice in writing from the member, pursuant to the provisions of Section 160 (1) of the Companies Act, 2013, be and is hereby appointed as a Director / Chairman of the Company in line with applicable statutory provisions, liable to retire by rotation.”

2. **To appoint Shri Bharathan Shunmugavel (DIN: 09561481) as Director on the Board of the Company 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 Section 149,152 and other applicable provisions, if any, of the Companies Act, 2013 Companies (Appointment and Qualification of Directors) Rules, 2014, Regulation 17(1C) and other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Articles of Association of the Company, **Shri Bharathan Shunmugavel (DIN: 09561481)**, who was appointed as an Additional Director by the Board of Directors with effect from October 04, 2022 in respect of whom, the Company has received a notice in writing from the member, pursuant to the provisions of Section 160 (1) of the Companies Act, 2013, be and is hereby appointed as a Director on the Board of the Company in line with applicable statutory provisions, liable to retire by rotation.”

By order of the Board of Directors
For Mangalore Refinery and Petrochemicals Limited

Sd/-
K B Shyam Kumar
Company Secretary

Place: Mangaluru
Date: 28/10/2022

EXPLANATORY STATEMENT

PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

ITEM NO. 1

Shri Rajesh Kumar Srivastava (DIN: 08513272) was appointed as an Additional Director / Chairman by the Board of Directors of the Company w.e.f September 07, 2022 as per nomination received from Oil and Natural Gas Corporation Limited and in respect of whom the Company has received a notice in writing from a member under Section 160 of the Companies Act, 2013, signifying his intention to propose Shri Rajesh Kumar Srivastava (DIN: 08513272) as a candidate for the office of Director of the Company, liable to retire by rotation.

Shri Rajesh Kumar Srivastava is eligible for appointment as Director in terms of provisions of Section 164 of the Companies Act, 2013.

Regulation 17(1C) of the SEBI (LODR), 2015 provides that the approval of shareholders for appointment of a person on the Board of Directors is taken at the next General Meeting or within a time period of three months from the date of appointment whichever is earlier.

Brief profile of Shri Rajesh Kumar Srivastava, Inter- alia, giving nature of expertise in specific functional areas, shareholding in the Company, other Directorship, Membership/Chairmanship of Committees and other particulars are provided elsewhere which forms part of this notice.

Shri Rajesh Kumar Srivastava is not related to any of the Directors of the Board. He doesn't hold any equity shares of the Company.

None of the Directors, Key Managerial Personnel and their relatives except Shri Rajesh Kumar Srivastava is concerned or interested in this resolution. Shri Rajesh Kumar Srivastava has fulfilled all the conditions specified in the Companies Act, 2013 for such appointment.

The Board recommends the resolution for your approval.

ITEM NO. 2

Shri Bharathan Shunmugavel (DIN: 09561481) was appointed as an Additional Director by the Board of Directors of the Company with effect from October 04, 2022 as per the nomination received from Hindustan Petroleum and Corporation Limited (HPCL) and in respect of whom the Company has received a notice in writing from a member under Section 160 of the Companies Act, 2013, signifying his intention to propose Shri Bharathan Shunmugavel (DIN: 09561481) as a candidate for the office of Director of the Company, liable to retire by rotation.

Shri Bharathan Shunmugavel is eligible for appointment as Director in terms of provisions of Section 164 of the Companies Act, 2013.

Regulation 17(1C) of the SEBI (LODR), 2015 provides that the approval of shareholders for appointment of a person on the Board of Directors is taken at the next General Meeting or within a time period of three months from the date of appointment whichever is earlier.

Brief profile of Shri Bharathan Shunmugavel Inter- alia, giving nature of expertise in specific functional areas, shareholding in the Company, other Directorship, Membership/Chairmanship of Committees and other particulars are provided elsewhere which forms part of this notice.

Shri Bharathan Shunmugavel is not related to any of the Directors of the Board. He doesn't hold any equity shares of the Company.

None of the Directors, Key Managerial Personnel and their relatives except Shri Bharathan Shunmugavel is concerned or interested in this resolution. Shri Bharathan Shunmugavel has fulfilled all the conditions specified in the Companies Act, 2013 for such appointment.

The Board recommends the resolution for your approval.

By Order of the Board of Directors
For Mangalore Refinery and Petrochemicals Limited

Sd/-

K B Shyam Kumar
Company Secretary

Place: Mangaluru
Date: 28/10/2022

Disclosure under Regulation 36(3) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Clause 1.2.5 of Secretarial Standards on General Meetings

Name of Director	Shri Rajesh Kumar Srivastava	Shri Bharathan Shunmugavel
DIN	08513272	09561481
Date of Birth	05-12-1962	06-05-1968
Date of Appointment on the Board	07-09-2022	04-10-2022
Qualifications & Expertise	<p>Shri Rajesh Kumar Srivastava, Director-Exploration, Oil and Natural Gas Corporation Limited (ONGC) and Chairman and Managing Director (CMD) additional charge, ONGC, acquired his Master of Science (Geology) from Lucknow University and Master's Degree in Engineering Geology from Indian Institute of Technology (IIT), Kanpur. He also holds the prestigious Non-Executive Director Diploma from Financial Times, United Kingdom. He joined ONGC as a Geologist in 1984 at Krishna Godavari Basin in Rajahmundry. With over 38 years of experience in hard core Exploration & Production business, Mr Srivastava is an expert in up-stream hydrocarbon exploration from well-site operations, development geology, seismic data interpretation to monitoring and planning of exploration.</p> <p>After his initial stint as an exploration geologist in Krishna Godavari Basin, he joined ONGC's Institute of Reservoir Studies in Ahmedabad; he was considered as one of the best hands in the trade of Reservoir Modelling for preparation of field development plans, simulation studies for production forecasts and techno-economic evaluation of prospects. He is credited to have introduced art and science of Geo-cellular modelling in ONGC, Neelam offshore field being the first full field fine scale Geo-</p>	<p>Shri Bharathan Shunmugavel, Director – Refineries, HPCL, has wide exposure to the Refinery operations of HPCL and has worked in Operations and Technical Departments of Mumbai and Visakh Refinery for over 25 years. He has also worked in the Corporate Office on Margin Management & Refinery Project Process for over 4 years. Further, he is also leading HPCL's Green R&D Centre in Bengaluru for the last 3 years. Under him, HPCL Green Research & Development Centre (HPGRDC) has reached filing of about 380 patents. He is a Director – Refineries of HPCL.</p>

	<p>cellular Model for dynamic modelling for redevelopment.</p> <p>During his tenure at Exploration and Development Directorate of ONGC, he was closely associated with the exploration and development activities of Assam & Assam Arakan (A&AA) Basin, Mahanadi Bengal Andaman (MBA) Basin, Krishna-Godavari (KG) Basin and Cauvery Basin. The 8th Basin of India – Bengal Basin was put on production during his tenure as director. The Vindhyan Basin which may soon become the 9th producing basin of India, also owes its success to his intellectual stewardship. He is also the architect of the aggressive exploration program ONGC is currently pursuing. He played a key role in the formulation of 'Hydrocarbon vision-2030 for North East India' driven by Ministry of Petroleum and Natural Gas. He has also evaluated several exploration and development blocks of Egypt and Sudan. As an acknowledgement for his contributions towards discovery of hydrocarbons in Indian Basins, field development and hydrocarbon exploration, Shri Srivastava was honoured with the National Mineral Award in 2009. Shri Srivastava is the President of the Indian Geological Congress (IGL).</p>	
Directorship held in other Public Companies (excluding foreign private and Section 8 of Companies Act.)	<ol style="list-style-type: none"> 1. Oil and Natural Gas Corporation Limited. 2. ONGC TERI Biotech Limited 3. Petronet LNG Limited 4. ONGC Petro Additions Limited 5. ONGC Tripura Power Company Limited 6. Mangalore SEZ Limited 7. ONGC Videsh Limited 	<ol style="list-style-type: none"> 1. Hindustan Petroleum Corporation Limited 2. HPCL Biofuels Limited
Chairman/ Member of the Committees	NIL	NIL
Shareholding of Directors	NIL	NIL

Relationship between Directors inter-se	NIL	NIL
No. of Board Meetings attended since date of appointment by the Board	01	01

Notes:

1. A Statement pursuant to Section 102(1) of the Companies Act, 2013 (**the Act**) setting out material facts and reasons for the Special Business is annexed hereto and forms part of this Postal Ballot Notice.
2. The MCA has also clarified that, for companies, which are required to provide E-voting facility under the Companies Act, while transacting any business(es) by Postal Ballot, the requirements as provided in Rule 20 issued under Section 108 of the Act as well as framework provided in the MCA Circulars will be applicable mutatis mutandis to them. Further, it has also been mentioned that the Company will send Postal Ballot Notice by e-mail to all its members/ beneficial holders as on **Cut-off date i.e. 21/10/2022**, who have registered their e-mail addresses with the Company, their Registrar and Share Transfer Agent (RTA) or Depository Participants and the communication of assent/ dissent of the Shareholders will only take place through the E-voting system.
3. In compliance with the aforesaid MCA Circulars, the Postal Ballot Notice is only sent at e-mail registered with the RTA/ Depository Participants and physical copy of Postal Ballot Notice will not be sent to the shareholders.
4. The Postal Ballot Notice is being sent to the Members whose names appear in the Register of Members of the Company as on **Friday, the 21/10/2022** ("Cut-off date") ("Eligible Members") and who have already registered their email IDs, for receipt of documents in electronic form, with their Depository Participants or the Company's Registrar and Share Transfer Agent – Link Intime India Private Limited (RTA). A person who is not a member as on the Cut-off date should treat this Postal Ballot Notice for information purpose only.
5. The Company has engaged Central Depository Services (India) Limited (CDSL) as e-voting agency for facilitating e-voting to enable the Members to cast their votes electronically.
6. The remote e-Voting period **commences on Saturday, the 29/10/2022 (9:00 am) and ends on Sunday, 27/11/2022 (5:00 pm)**. During this period, members of the Company holding shares as on the cut-off date may cast their vote electronically. The e-Voting module shall be disabled thereafter. Once the vote on the resolution is cast by a member, the same will not be allowed to be changed subsequently. The voting rights of the Members shall be in proportion to their shareholding in the paid-up equity share capital of the Company as on the Cut-Off Date i.e.21/10/2022.
7. The Board of Directors has appointed M/s Kumar Naresh Sinha & Associates, Practicing Company Secretaries, Noida as Scrutinizer for conducting the Postal Ballot and e-voting process in a fair and transparent manner.
8. Eligible Members can cast their vote electronically through e-Voting and related instructions for the voting electronically by accessing to the CDSL e-Voting system is enclosed hereto.
9. Members who have not registered their e-mail addresses are requested to register the same with the Company's RTA / Depository Participant(s) for sending future communication(s) in electronic form.
10. Notice will be available on the Company's website at <https://www.mrpl.co.in/Content/Postal%20Ballet>, and at websites of the Stock Exchanges at www.bseindia.com and www.nseindia.com as also of CDSL at www.evotingindia.com. All documents referred to in this Notice will be available for inspection electronically until the last date

of e-Voting. Shareholders seeking to inspect such documents can send an email to investor@mrpl.co.in.

REMOTE E-VOTING INSTRUCTIONS FOR SHAREHOLDERS

THE INTRUCTIONS OF SHAREHOLDERS FOR E-VOTING ARE AS UNDER:

- (i) The voting period begins on **29/10/2022 at 9:00 A.M.** and ends on **27/11/2022 at 5:00 P.M.** (IST). During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date **21/10/2022** of (Record Date) may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 09.12.2020, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/retail shareholders is at a negligible level.

Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to all the demat account holders, by way of a single login credential, through their demat accounts/ websites of Depositories/ Depository Participants. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

- (iii) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Pursuant to above said SEBI Circular, Login method for e-Voting for Individual shareholders holding securities in Demat mode CDSL/NSDL is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL	<p>1) Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are https://web.cdslindia.com/myeasi/home/login or visit www.cdslindia.com and click on Login icon and select New System Myeasi.</p> <p>2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the evoting is in progress as per the information provided by company. On clicking the evoting option, the user will be able to see e-Voting page of the e-Voting service provider for casting</p>

	<p>your vote during e-voting. Additionally, there is also links provided to access the system of all e-Voting Service Providers i.e. CDSL/NSDL/KARVY/LINKINTIME, so that the user can visit the e-Voting service providers' website directly.</p> <p>3) If the user is not registered for Easi/Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration</p> <p>4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on www.cdslindia.com home page or click on https://evoting.cdslindia.com/Evoting/EvotingLogin The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the evoting is in progress and also able to directly access the system of all e-Voting Service Providers.</p>
Individual Shareholders holding securities in demat mode with NSDL	<p>1) If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsdl.com either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the “Beneficial Owner” icon under “Login” which is available under ‘IDeAS’ section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period.</p> <p>2) If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select “Register Online for IDeAS “Portal or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</p> <p>3) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during e-Voting period.</p>
Individual Shareholders (holding securities in demat mode)	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting</p>

login through their Depository Participants	feature. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during e-Voting period.
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Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at above mentioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022- 23058738 and 22-23058542-43.
Individual Shareholders holding securities in Demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30

(iv) Login method for e-Voting for Physical shareholders and shareholders other than individual holding in Demat form.

- 1) The shareholders should log on to the e-voting website www.evotingindia.com.
- 2) Click on “Shareholders” module.
- 3) 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. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.
- 4) Next enter the Image Verification as displayed and Click on Login.
- 5) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.
- 6) If you are a first-time user follow the steps given below:

	For Physical shareholders and other than individual shareholders holding shares in Demat.
PAN	<p>Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none"> Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.

Dividend Bank Details	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.
OR Date of Birth (DOB)	<ul style="list-style-type: none"> 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.

- (v) After entering these details appropriately, click on “SUBMIT” tab.
- (vi) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders 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.
- (vii) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (viii) Click on the EVSN for the relevant **Mangalore Refinery and Petrochemicals Limited** on which you choose to vote. The **EVSN** of MRPL is **221011010**
- (ix) 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.
- (x) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- (xi) 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.
- (xii) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- (xiii) You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- (xiv) 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.
- (xv) Additional Facility for Non – Individual Shareholders and Custodians –For Remote Voting only.
 - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to www.evotingindia.com and register themselves in the “Corporates” module.
 - 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.
- Alternatively, Non Individual shareholders are required to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; investor@mrpl.co.in, if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL/MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY/DEPOSITORIES.

1. For Physical shareholders- please provide necessary details like Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to **Company/RTA email id**.
2. For Demat shareholders - Please update your email id & mobile no. with your respective Depository Participant (DP)
3. For Individual Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting through Depository.

If you have any queries or issues regarding e-Voting from the CDSL e-Voting System, you can write an email to helpdesk.evoting@cdslindia.com or contact at 022- 23058738 and 022-23058542/43.

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Sr. Manager, (CDSL,) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to helpdesk.evoting@cdslindia.com or call on 022-23058542/43.

The Results of e-voting shall be declared within stipulated time and the said result along with the Scrutinizer's Report thereon shall be placed on the Company's website <https://www.mrpl.com> and on the website of CDSL www.evotingindia.com and also be communicated to the stock exchange(s).