



Apparel Export Promotion Council

**AEPC's Assistance programme for Remote E-voting, in compliance to FTP & Companies Act 2013 for the 41st AGM of AEPC through Video Conferencing, as per MCA Circular.
Date : 03/09/2020 (Thursday)**

E-voting system

- In compliance with the provisions of Section 108 of the Act and the Rules framed there under, the Members are provided with the facility to cast their vote electronically, through the e-voting services provided by NSDL(National Securities Depository Limited) for holding of 41st AGM on 03/09/2020(Thursday) through video conferencing, as per MCA Circular.
- The member will receive an e-mail from NSDL an Agency appointed by Council, as per Rule 20 of the Companies (Management & Administration) Amendment Rules 2015, relating to e-voting on a single resolution, i.e. adoption of Annual Accounts of Financial Year 2019-20.

Summary of steps

Sr. No.	Description
1	Open e-mail and also open attached PDF viz. "Apparel Export Promotion Council.pdf" with your Membership ID (RCMC No.) as password. The said PDF file contains your user ID and password for e-voting.
2	Open the Internet Browser(like Internet explorer, Firefox, Chrome etc.) and type www.evoting.nsdl.com in the address bar of your browser.
3	The Home screen will be displayed. Select the Shareholder /Member "Login"
4	Enter " User Id " and " Password " provided to you in the email sent by NSDL (Refer to step No.1)
5	Now Go to " e-voting " icon and select " Active E-voting Cycles " as shown below.
6	The screen will be displayed with active evoting cycles. User may select the e-voting cycle for voting by clicking on the hyperlink of " EVENT " (E Voting Event Number). There will be one EVENT (113607) which is being created for casting of vote upon resolution 1 as set out in the notice dated 31/07/2020.

Contd.

7	After selecting the EVEN (113607) the details of the EVEN shall be displayed.
8	The Even (113607) is related to resolution No. 1 as set out in the notice dated 31/07/2020 i.e. for adoption of annual accounts of Financial year 2019-20. User shall cast the vote by selecting the option, I/we assent/ dissent to the resolution as shown on there and click on submit. In case vote is not to be casted or to deselect the option for a resolution then select “ Reset ” button.
9	The user has an option to vote on resolutions during the remote e-voting period start date (31/08/2020 – 9 A.M.) and end date (02/09/2020- 5 P.M.).

Steps of E-voting

Step 1

- Open e-mail received from NSDL and also open attached PDF viz. “Apparel Export Promotion Council.pdf” with your Membership ID (RCMC No.) as password. The said PDF file **contains your user ID and password for e- voting.**
- Login to E-voting website – open the internet browser & type www.evoting.nsdl.com in address bar of the browser.

Step 2

The Home screen will be displayed. Select the **Shareholder/Member** “Login” as shown below.

The screenshot displays the NSDL e-Voting System Home page. The page header includes the NSDL logo and the text "National Securities Depository Limited" and "Welcome to NSDL e-Voting Services". A navigation menu is located below the header, containing links for Home, About Us, Site Map, Terms & Conditions, Contact Us, Download, and Help / FAQ's. The main content area is divided into four columns, each representing a different user role: Shareholder / Member, Issuer / R&T Agent, Scrutinizer, and Custodian / MF. Each column contains a description of the service and a "Login" button. Below the main content area, there is a "Notice Download" section with a search bar and a "Search" button. The search bar contains the text "---Please Select---". Below the search bar, there are three categories of notices: "Current and Future events", "Web Check in", and "Web Cast". To the right of these categories is a "Press Release" section with two links for PDF files: "Launch of NSDL tablet based e-Voting system at venue of general meetings. (PDF File - 311KB)" and "NSDL adds Live Video streaming of General Meeting proceedings to its e-Voting service. (PDF File - 356KB)". The Windows taskbar at the bottom of the screen shows the system time as 11:44 AM on 8/27/2020.

Step 3


- After selecting the Shareholder/Member login as shown above the following screen would appear.

e-Voting **NSDL**

Shareholders/Members Login [Skip to main content](#)

User Id :*

Login Type :* Password OTP

Verification Code :*  [Play Audio](#)

Password :*

Use Virtual Keyboard(For Password) [ShuffleOn](#)

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* I hereby agree to all [Terms and Conditions](#)

[Login](#) [Reset](#)

[Forgot User Details/Password?](#) [Physical User Reset Password?](#)

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Step 4

Enter “User Id” and “Password” provided to you in the email sent by NSDL (Refer to step No.1) and click on “Login” button as shown below.


Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.

e-Voting **NSDL**

Shareholders/Members Login [Skip to main content](#)

User Id :*

Login Type :* Password OTP

Verification Code :*  [Play Audio](#)

Password :*

Use Virtual Keyboard(For Password) [ShuffleOn](#)

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[Login](#) [Reset](#)

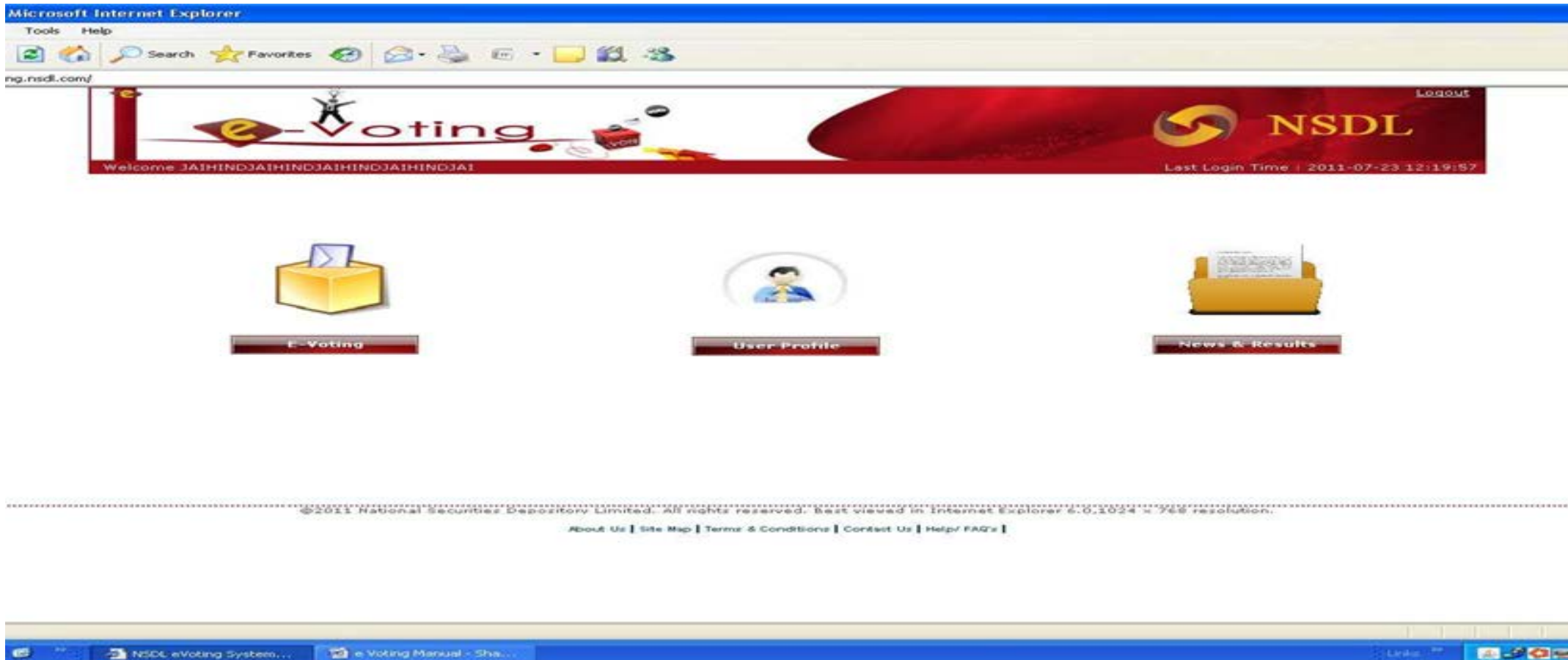
[Forgot User Details/Password?](#) [Physical User Reset Password?](#)

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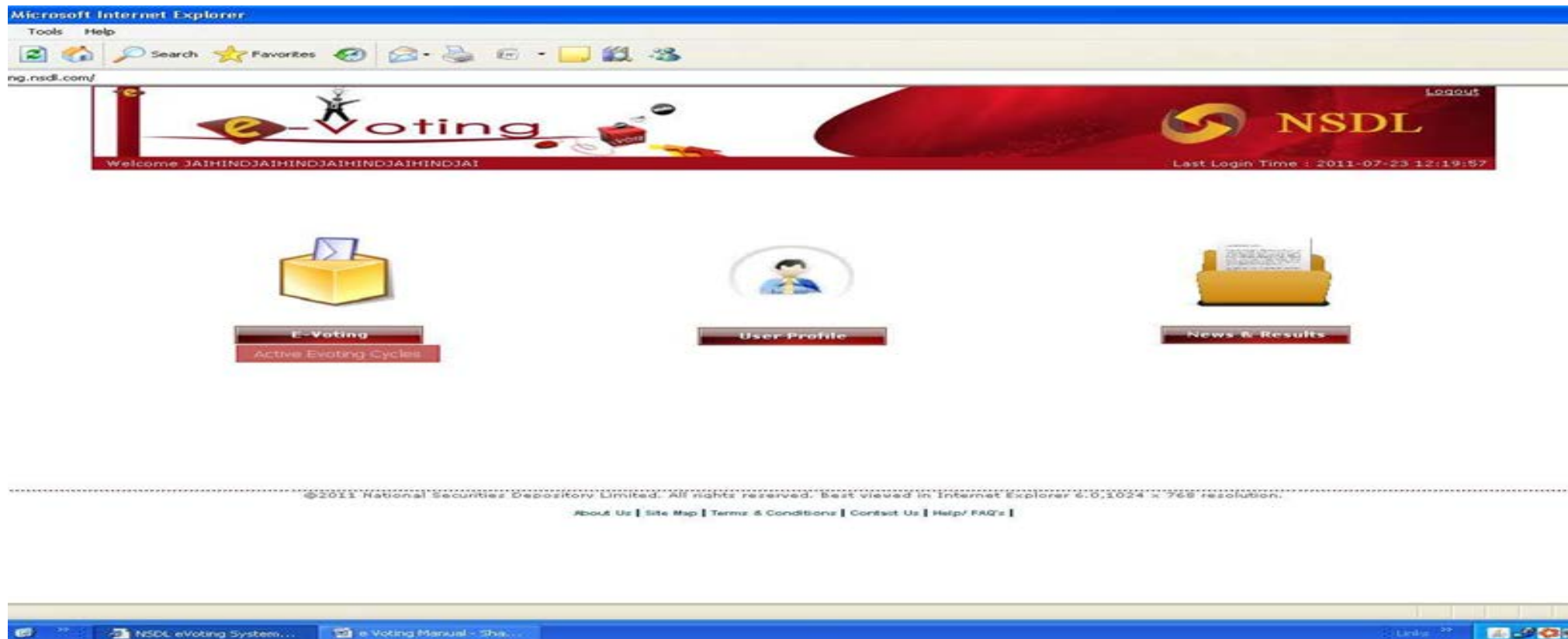
Step 5

After Login the following screen will be displayed



Step 6

Go to “e-voting” icon and select “Active Evoting Cycles” as shown below.



Step 7

- The following screen will be displayed with active e-voting cycles. User may select the e-voting cycle for voting by clicking on the hyperlink of “EVEN” (E Voting Event Number) 113607.



The screenshot displays the NSDL e-Voting portal interface. At the top, there is a banner with the "e-Voting" logo and the NSDL logo. Below the banner, a navigation menu includes "Home", "e-Voting", "User Profile", "News&Results", and "Logout". The main content area is titled "View e-Voting Cycles / VC or OAVM" and contains a table with the following data:

EVEN	ISIN	Company Name	Start Date	End Date	Result Date	Cut-Off Date	Holdings On Record Date	e-Voting Status	Join General Meeting	AGM Docs
108080	IND960A01029	TEST EVEN	09-06-2020 1:00	18-06-2020 15:00	24-06-2020	25-01-2016	10.000	Vote Pending	VC/OAVM	

Even 113607 will be displayed for casting of vote upon resolution 1 as set out in the notice dated 31/07/2020 i.e (Adoption of Annual Accounts of financial year 2019-20)

Step 8

After selecting the EVEN No. 113607, the details of the EVEN shall be displayed.



Resolution 1 will appear i.e for adoption of annual accounts of financial year 2019-20. User shall cast the vote by selecting the option, I/we assent/dissent to the each resolution and click on submit. In case vote is not to be casted Or to deselect the option for a resolution then select "Reset" button.

Step 9

- Click on “Confirm” button to confirm the caste of vote as shown below

The screenshot displays the NSDL e-Voting system interface within a Microsoft Internet Explorer browser window. The browser's address bar shows the URL `ng.nsdl.com/`. The page features a red header with the 'e-Voting' logo and the NSDL logo. A navigation menu includes links for Home, eVoting, User Profile, News&Results, and Logout. The main content area is titled 'e-Voting' and contains a 'Cast Vote' section. This section displays the following details:

ISIN Description :	<i>DIC INDIA EQ</i>		
EVEN :	10292	ISIN :	INE303A01010
Resolution File :	Download File	Logo File :	Download File
Record Date :	08-07-2011	Voting Start Date :	08-07-2011
Voting End Date :	31-08-2011	Voting Result Date :	01-09-2011

Below the table, there is a section for the resolution details:

Resolution :	Resolution Title
Resolution Description :	Resolution Description

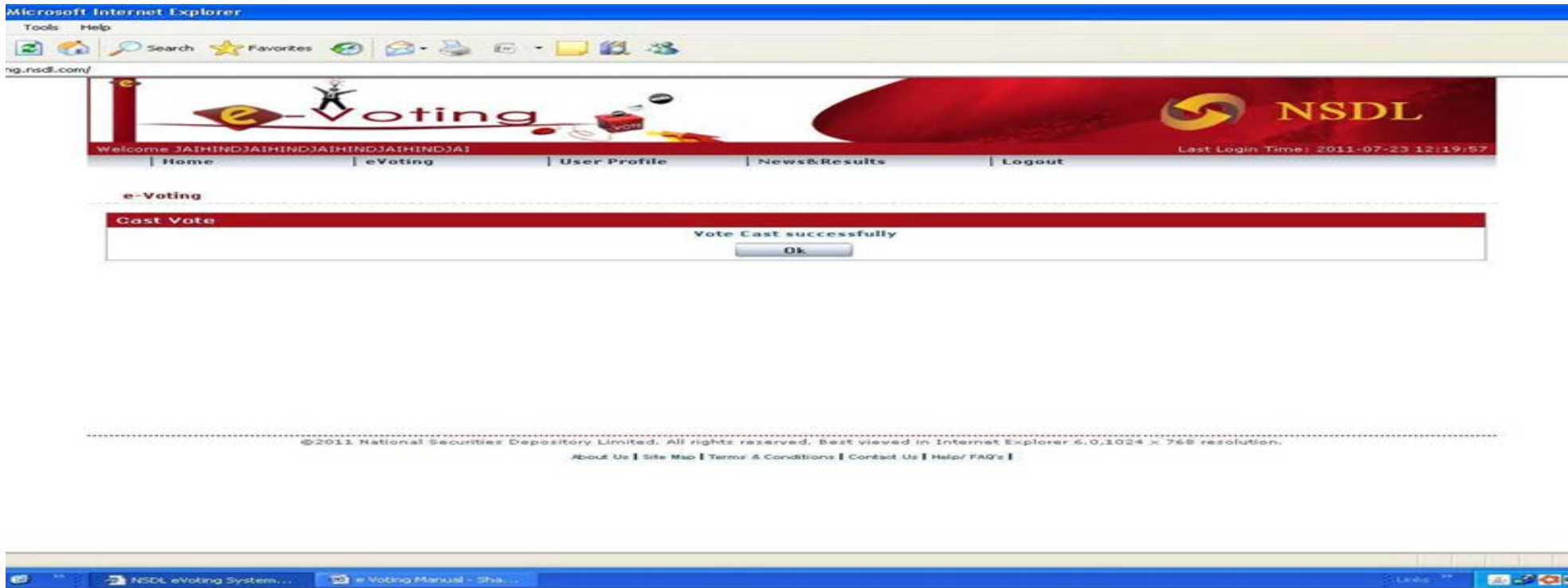
To the right of the description area, there is a radio button with the text: I/We assent to the resolution(For/ Yes/ Favour).

At the bottom of the 'Cast Vote' section, there are two buttons: 'Confirm' and 'Back'.

The footer of the page contains the following text: ©2011 National Securities Depository Limited. All rights reserved. Best viewed in Internet Explorer 6.0.1024 x 768 resolution. [About Us](#) | [Site Map](#) | [Terms & Conditions](#) | [Contact Us](#) | [Help/FAQs](#)

Step 10

Upon confirmation, the message “Vote cast successfully” will be displayed as shown below.



On click to OK button, the system will reach on home screen

PI. Note The following

1. No Even is being created for election of Executive Committee Member at 41st AGM, since the number of available vacancy from each region i.e West, North, South & East (Three each from West, North, South and one from East) are equal to the number of nominations received (Three each from West, North, South and one from Eastern) .
2. Once the vote on the resolution is cast, the Member shall not be allowed to change it subsequently.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) - Shareholders and e- voting user manual – Shareholders, available at the downloads section of www.evoting.nsdl.com or call NSDL toll free no. 1800-222-990.
4. The Members who will cast their vote by remote e-voting prior to the meeting, may also attend the meeting but shall not be entitled to cast their vote again.

Disclaimer

- This effort is to facilitate the members & to strengthening of working while e-voting.
- Members may refer to council's Election rules for the election of Executive Committee Members (Along with resolution approved by circulation and subsequently approved by Executive Committee in its meeting held on 31.7.2020), Rules For E-Voting For Resolution Other than Election Of Executive Committee Members At General Meeting and Memorandum of Articles & Associations of council (Both Rules and MOA&AOA available on council's website www.aepcindia.com) & provision of Companies act 2013, for further clarification/details.
- During the Presentation, the rules & Regulations remains same as already communicated in notice. Any clarification can be directly address to NSDL.