



COAL INDIA LIMITED

A Maharatna Company

CIN: L23109WB1973GOI028844

Registered office-Coal Bhawan, Premises No-04 MAR, Plot No-AF-III,

Action Area-1A, New town, Rajarhat, Kolkata-700156

Tel No-033-23245555, Fax No-033-23246510

Email-complianceofficer.cil@coalindia.in, Website: www.coalindia.in

NOTICE

Dated: 12.07.2019

Notice of Forty-Fifth Annual General Meeting of Coal India Limited

NOTICE is hereby given to the members of Coal India Limited that the Forty-fifth Annual General Meeting of the Company will be held on **Wednesday, the 21st August, 2019 at 10.30 A.M** at Science City, Auditorium, JBS Haldane Avenue, Kolkata -700046 to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider and adopt:
 - a. the Standalone Audited Financial Statements of the Company for the financial year ended March 31, 2019 including the Audited Balance Sheet as at March 31, 2019 and Statement of Profit & Loss for the year ended on that date and the Reports of the Board of Directors, Statutory Auditor and Comptroller and Auditor General of India thereon.
 - b. the Consolidated Audited Financial Statements of the Company for the financial year ended March 31, 2019 including the Audited Balance Sheet as at March 31, 2019 and Statement of Profit & Loss for the year ended on that date and the Report of Statutory Auditor and Comptroller and Auditor General of India thereon.
2. To approve 1st and 2nd Interim dividend paid on equity shares for the Financial Year 2018-19 as final dividend for the year 2018-19.
3. To appoint a director in place of Smt. Reena Sinha Puri [DIN-07753040] who retires by rotation in terms of Section 152(6) of the Companies Act, 2013 and Article 39(j) of Articles of Association of the Company and being eligible, offers herself for reappointment.

SPECIAL BUSINESS:

ITEM No.4

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 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Smt. Loretta M.Vas, [DIN:02544627], who was appointed by the Board of Directors as an

Additional Director in the capacity of an Independent Director of the Company with effect from 17th November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing her candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17th November, 2018 till 16th November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17th November, 2018. She is not liable to retire by rotation.

ITEM No.5.

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 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Dr. S. B. Agnihotri, [DIN:03390553], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17th November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17th November, 2018 till 16th November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17th November, 2018. He is not liable to retire by rotation.

ITEM No.6

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 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Dr. D.C. Panigrahi, [DIN:07355591], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17th November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17th November, 2018 till 16th November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17th November, 2018. He is not liable to retire by rotation.

ITEM No.7

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 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Dr. Khanindra Pathak, [DIN:07348780], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17th November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17th November, 2018 till 16th November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA(iii) dated 17th November, 2018. He is not liable to retire by rotation.

ITEM No. 8

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 149, 152 and any other applicable provisions of the Companies Act, 2013 as amended and the rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Sri Vinod Jain, [DIN:00003572], who was appointed by the Board of Directors as an Additional Director in the capacity of an Independent Director of the Company with effect from 17th November, 2018 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as an Independent Director of the Company w.e.f 17th November, 2018 till 16th November, 2019 or until further orders, in terms of Ministry of Coal letter no-21/33/2018-BA (iii) dated 17th November, 2018. He is not liable to retire by rotation.

ITEM No. 9

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(3) and all other applicable provisions of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 (including any other statutory modification(s) or re-enactment thereof for the time being in force) the remuneration of Rs. 2,01,094/-, out of pocket expenditures and applicable taxes as set out in the explanatory statement to this Resolution and payable to M/s Balwinder & Associates, Cost Auditor (Registration Number 000201) who was appointed as Cost Auditor by the Board of Directors of the Company to conduct the audit of the cost records of the CIL (Standalone) for the financial year ended 31st March, 2019 be and is hereby ratified.”

ITEM No. 10

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 as amended and the rules made thereunder (including any statutory modification(s)

or re-enactment thereof for the time being in force) and provisions of any other guidelines issued by relevant authorities, Shri Sanjiv Soni, [DIN:08173548], who was appointed by the Board of Directors as an Additional Director to function as Director (Finance), CIL of the Company with effect from 10th July' 2019 and who holds office upto the date of this Annual General Meeting in terms of Section 161(1) of Companies Act, 2013 and in respect of whom the Company has received a notice in writing from a Member under Section 160(1) of the Companies Act, 2013 proposing his candidature for the office of the Director, be and is hereby appointed as a Whole time Director of the Company w.e.f 10th July, 2019 till 30.06.2021 i.e the date of superannuation or until further orders, in terms of Ministry of Coal letter no-21/23/2018-BA dated 10th July, 2019. He shall be liable to retirement by rotation.

By order of the Board of Directors
For Coal India Limited
Sd/-

(M. VISWANATHAN)
GM(F) & Company Secretary

Date : 12.07.2019

Registered Office:

CIN: L23109WB1973GOI028844

Coal Bhawan, Premises No-04 MAR,

Plot No-AF-III, Action Area-1A,

New town, Rajarhat, Kolkata-700156

Email-complianceofficer.cil@coalindia.in

Website: www.coalindia.in

NOTES:-

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. IN ORDER TO BE EFFECTIVE, THE PROXY FORM DULY COMPLETED SHOULD BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN FORTY-EIGHT HOURS BEFORE THE SCHEDULED TIME OF THE ANNUAL GENERAL MEETING. BLANK PROXY FORM IS ENCLOSED.**

A person can act as a proxy on behalf of members not exceeding fifty 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 proxy for any other person or shareholder.

2. The Company is providing facility for voting by electronic means (e-voting) and the business set out in the notice will be transacted through such voting. Information and instructions relating to e-voting are given in this notice.
3. The Register of Members and Share Transfer Books of the Company will remain closed from 14th August, 2019 to 21st August, 2019 (both days inclusive) for the purpose of Annual General Meeting.
4. Members are requested to:
 - (i) Note that copies of Annual Report will not be distributed at the Annual General Meeting.
 - (ii) Bring their copies of Annual Report, Notice and Attendance Slip duly completed and signed at the meeting.
 - (iii) Deliver duly completed and signed Attendance Slip at the entrance of the meeting venue as entry to the Hall will be strictly on the basis of the entry slip available at the counters at the venue to be exchanged with the attendance slip.
 - (iv) Quote their Folio / Client ID & DP ID Nos. in all correspondence.
 - (v) Note that due to strict security reasons, eatables and other belongings are not allowed inside the Auditorium.
 - (vi) **Duplicate admission slips will not be provided at the AGM venue.**
5. Members are advised to submit their Electronic Clearing System (ECS) mandates, to enable the Company to make remittance by means of ECS. Those holding shares in physical form may obtain and send ECS mandate form to M/s Alankit Assignments Limited, Registrar & Share Transfer Agent (RTA) of the Company. Those holding shares in Electronic Form may obtain and send ECS mandate form directly to their Depository Participant (DP). Those who have already furnished ECS Mandate Form to the Company/ RTA /DP with complete details need not send it again.
6. Members holding shares in electronic mode may note that bank particulars registered against their respective depository accounts will be used by the Company for payment of dividend. The Company or M/s Alankit Assignments Ltd cannot act on any request received directly from members holding shares in electronic mode for any change of bank particulars or bank mandates. Such changes are advised only to the Depository Participants (DPs) by the members.
7. Members may avail the facility of nomination in terms of Section 72 of the Companies Act, 2013 by nominating any person to whom their shares in the Company shall vest on occurrence of events stated

in Form-SH.13. Form-SH.13 is to be submitted in duplicate to M/s Alankit Assignments Limited, RTA of the Company. In case of shares held in dematerialized form, the nomination has to be lodged with the respective Depository Participant.

8. Corporate Members intending to send their authorized representative(s) pursuant to section 113 of the Companies Act 2013 to attend the Meeting are requested to send a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting. An authorized representative of a body corporate member may also appoint a proxy under his signature in the manner provided above.
9. Non-Resident Indian Members are requested to inform M/s Alankit Assignments Limited, immediately of :
 - (i) Change in their residential status on return to India for permanent settlement.
 - (ii) Particulars of their bank account maintained in India with complete name, branch, account type, account number, IFSC code and address of the bank with pin code number, if not furnished earlier.
10. Members are requested to notify immediately any change of address and Bank Account:
 - i. to their DP in respect of shares held in dematerialized form, and
 - ii. to the Company at its Registered Office or to its RTA, M/s Alankit Assignments Ltd. in respect of their physical shares, if any, quoting their folio number.
11. The Board of Directors of your company in its 377th meeting held on 20th December, 2018 had declared 1st interim dividend @ 72.50% (Rs.7.25 per share) on the paid-up equity share capital of the company which was paid on and from 5th January, 2019. The Board of Directors of your company in its 381st meeting held on 14th March, 2019 had declared 2nd interim dividend @ 58.50% (Rs.5.85 per share) on the paid-up equity share capital of the company which was paid on and from 29th March, 2019. Members who have not received or not encashed their dividend warrants may approach M/s Alankit Assignments Limited, Registrar & Share Transfer Agent of the Company for obtaining Demand Draft.

The Ministry of Corporate Affairs has notified provisions relating to unpaid/unclaimed dividend under Section 124 of Companies Act 2013, Transfer of unpaid Dividend amount to Investor Education and Protection Fund under Section 125 of the Companies Act, 2013 and Investor Education and Protection Fund [Accounting, Audit, Transfer and Refund] Rules 2017. As per these Rules, dividend which are not encashed/ claimed by the shareholder for a period of seven consecutive years shall be transferred to the Investor Education and Protection Fund Authority (IEPF). The new IEPF Rules also mandates the companies to transfer the shares of shareholders whose dividends remain unpaid/ unclaimed for a period of seven consecutive years to the Demat account of IEPF Authority. Hence the company urges all the shareholders to encash/claim their respective dividend during the prescribed period. Company has uploaded the details of unclaimed dividend amount lying in unpaid dividend Account on the website of the Company (www.coalindia.in), and also on the website of dividend Ministry of Corporate Affairs (www.mca.gov.in).

As per Section 125 of the Companies Act, 2013 and Investor Education and Protection Fund [Accounting, Audit, Transfer and Refund] Rules 2017, the Company had also transferred Rs. 5,73,029/- to IEPF Authority on 20.10.2018, towards final Dividend 2010-11. The details are available in CIL website.

Further the Company had transferred Rs.11979624/- being the unclaimed dividend amount pertaining to Interim Dividend 2011-12 on 11.04.2019 to the IEPF. The Company has been sending reminders to those members having unclaimed dividends before transfer of such dividend(s) to IEPF as per IEPF Rules

2017. Details of the unclaimed dividend are also uploaded as per the requirements on the Company's website www.coalindia.in. Members, who have not encashed their dividend pertaining to Final Dividend 2011-12 and other dividends declared by the company thereafter are advised to write to the Company immediately to claim dividends declared by the Company.

Pursuant to the provisions of IEPF Rules, all shares in respect of which dividend has not been claimed for seven consecutive years shall be transferred by the Company to the designated Demat Account of the IEPF Authority ('IEPF Account') within a period of thirty days of such shares becoming due to be transferred to the IEPF Account. Accordingly, the Company had transferred 13073 equity shares of Rs. 10/- each to the IEPF Account on which final dividend 2010-11 remained unclaimed for seven consecutive years with reference to the due date of 20.10.2018 after following the prescribed procedure.

Company has transferred 7104 shares to IEPF Authorities on 11.04.2019 in respect of Interim Dividend 2011-12 has remained unclaimed for seven consecutive years.

Further, all the shareholders who have not claimed/ encashed their dividends in the last seven consecutive years from final Dividend of 2011-12 are requested to claim the same at the earliest. In case valid claim is not received by 17th Oct, 2019, the Company will proceed to transfer the respective shares to the IEPF Account in terms of the IEPF Rules. In this regard, the Company has individually informed the shareholders concerned and also published notice in the newspapers as per the IEPF Rules. The details of such shareholders and shares due for transfer are uploaded on the "Investors Section" of the website of the Company viz. www.coalindia.in.

Due dates for transfer to IEPF account of unclaimed dividends declared by the company till date are as under:

Particulars	Declared on	Due date of transfer
Final Dividend 2011-12	18.09.2012	17.10.2019
Interim Dividend 2012-13	14.03.2013	13.04.2020
Final Dividend 2012-13	18.09.2013	17.10.2020
Interim Dividend 2013-14	14.01.2014	13.02.2021
Interim Dividend 2014-15	27.02.2015	01.03.2022
Interim Dividend 2015-16	05.03.2016	04.04.2023
1 st Interim Dividend 2016-17	06.03.2017	05.04.2024
2 nd Interim Dividend 2016-17	26.03.2017	25.04.2024
Interim Dividend 2017-18	10.03.2018	09.04.2025
1 st Interim Dividend 2018-19	20.12.2018	19.01.2026
2 nd Interim Dividend 2018-19	14.03.2019	13.04.2026

- Pursuant to Section 143(5) of the Companies Act, 2013, the Auditors of a Government Company are to be appointed or re-appointed by the Comptroller and Auditor General of India (C & AG) under Section 139(5) of Companies Act 2013 and in terms of sub-section(1) of Section 142 of the Companies Act, 2013. Their remuneration has to be fixed by the Company in the Annual General Meeting or in such manner as the Company in General Meeting may determine. The Members of your Company in its 27th Annual General Meeting held on 29th September, 2001 authorised the Board of Directors to fix the remuneration of Statutory Auditors.

13. The Register of Directors, Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013, will be available for inspection by the members at the AGM.
14. The Register of Contracts or Arrangements, in which Directors are interested, maintained under section 189 of Companies Act, 2013, will be available for inspection by the members at the AGM.
15. All documents referred to in the accompanying notice are open for inspection at the AGM and such documents will also be available for inspection in physical or in electronic form at the Registered office of the Company during normal business hours on working days from 11.00 AM to 1.00 PM.
16. Members may also note that notice of 45th AGM and Annual Report 2018-19 will be available on the Company`s website, www.coalindia.in and on the website of M/s Alankit Assignments Limited. The physical copies of the aforesaid documents will also be available at the Company`s Registered office for inspection during the normal business hours on working days from 11.00 A.M to 1.00 P.M. Members who require communication in physical form in addition to e-communication, or have any other queries, may write to us at: complianceofficer.cil@coalindia.in.
17. In terms of Section 152 of the Companies Act, 2013 Smt. Reena Sinha Puri (DIN-07753040), Director, retires by rotation at the general meeting and being eligible, offers herself for re-appointment. Details of Director seeking appointment or re-appointment as required to be provided pursuant to the provisions of (i) Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and (ii) para 1.2.5 of Secretarial Standard on General Meetings ("SS-2"), issued by The Institute of Company Secretaries of India. The Director has furnished the requisite consent/declaration for her re-appointment.

Name of Director	Smt. Reena Sinha Puri
DIN	07753040
Date of Birth	22.01.1964
Nationality	Indian
Date of appointment on the Board	09.06.2017
Qualification	IRS
List of Directorships held in other companies	Northern Coalfields Ltd Hindustan Zinc Limited Bharat Aluminium Co. Ltd
Chairman/Membership of other Committee in Coal India Ltd	Audit Committee Empowered Sub-Committee

Profile of Smt. Reena Sinha Puri is given under "Brief profile of Directors" in Annual Report 2018-19.

18. The Securities and Exchange Board of India (SEBI) has mandated 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 Participant with whom they are maintaining their Demat accounts. Members holding shares in physical form can submit their PAN to the Company/ M/s Alankit Assignments Limited.
19. The Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013 in respect of Special business is annexed herewith.
20. Members holding shares in single name and physical form are advised to make nomination in respect of their shareholding in the company.
21. Route Map to the venue of the meeting is annexed herewith for the convenience of the members to attend the meeting. The prominent landmark for the venue of the meeting is Hotel ITC Sonar.

22. Members who hold shares in physical form in multiple folios in identical names or joint holding in the same order of names are requested to send the share certificates to M/s Alankit Assignments Limited, for consolidation into a single folio. **SEBI has stipulated that securities of listed companies can be transferred only in dematerialized form from 1st April, 2019. In view of the above and to avail various benefits of dematerialization, members are advised to dematerialize shares held by them in physical form.**
23. Members are requested to address all correspondences, including dividend matters to our Registrar and Share Transfer Agents on any one of the below mentioned addresses:

Registered Office	Local Address
M/s Alankit Assignments Limited, Alankit Height, 3E/7, Jhandewalan Extension, New Delhi-110055 Email-id-alankit_rta@alankit.com Ph.no-011-4254-1234/2354-1234 Fax-011-4154-3474 Toll-free-1860-121-2155 Website-www.alankit.com	M/s Alankit Assignments Limited 19 R N Mukherjee, Main Building, 2 nd floor, Kolkata-700001 Email-id-alankit_rta@alankit.com Ph. no-033-4401-4100/4200 Toll-free-1860-121-2155

24. STEPS FOR REMOTE E-VOTING :

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) Rules, 2014 as substituted by the Companies (Management and Administration) Amendment Rules, 2015 (Amended Rules 2015) as amended and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 2015 and Secretarial Standard on General Meetings (SS-2) issued by the Institute of Company Secretaries of India, the company is pleased to offer remote e-voting facility to the members to cast their votes electronically on all resolutions set forth in the notice convening the 45th Annual General Meeting to be held on Wednesday, the 21st August, 2019 at 10.30 A.M at Science City, Auditorium, JBS Haldane Avenue, Kolkata -700046 through remote e-voting services provided by NSDL.

The remote e-voting facility is available at the links www.evoting.nsdl.com

The electronic voting particulars are set out below:

R-EVEN (REMOTE E-VOTING EVENT NUMBER)	USER-ID	PASSWORD

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

Commencement of remote e-voting	End of remote e-voting
August 18, 2019, IST 9.00 A.M.	August 20, 2019, IST 5.00 P.M.

Please read the instructions given below before exercising your vote.

These details and instructions form an integral part of the Notice for the Annual General Meeting to be held on 21st August, 2019.

Voting electronically using NSDL e-Voting system.

The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:

Step 1 : Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com/>

Step 2 : Cast your vote electronically on NSDL e-Voting system.

Details on Step 1 is mentioned below:

How to Log-in to NSDL e-Voting website?

1. 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.
2. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholders’ section.
3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

4. Your User ID details are given below :

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****.
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Your password details are given below:
 - a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
 - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the ‘initial password’ which was communicated to you. Once you retrieve your ‘initial password’, you need enter the ‘initial password’ and the system will force you to change your password.