

## FINANCIAL EXPRESS

A TATA Enterprise

## TRF LIMITED

Corporate Identity No. (CIN): L74210JH1962PLC000700  
 Regd. Office: 11, Station Road, Burmahines, Jamshedpur, Jharkhand-831007  
 Tel: +91 657 2345727, Email: comp\_sec@trf.co.in, Website: www.trf.co.in

## NOTICE TO POSTAL BALLOT

Members of TRF Limited ('the Company') are hereby informed that pursuant to Section 110 read with Section 108 and other applicable provisions, if any, of the Companies Act, 2013, ('Act') read with Rule 22 of the Companies (Management and Administration) Rules, 2014, (including any statutory modification or re-enactment there of for the time being in force) ('Rules'), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('SEBI Listing Regulations'), Secretarial Standard on General Meetings issued by The Institute of Company Secretaries of India ('SS-2'), each as amended and in accordance with the guidelines prescribed by the Ministry of Corporate Affairs ('MCA') for conducting postal ballot process through e-voting vide General Circular Nos. 14/2020 dated April 8, 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 8, 2021 and 11/2022 dated December 28, 2022, in view of the COVID-19 pandemic (collectively the 'MCA Circulars'), and pursuant to the other applicable laws and regulations, the Company has on January 2, 2023, completed dispatching the Postal Ballot Notice dated December 30, 2022 ('Postal Ballot Notice' / 'Notice') for seeking approval to transact the Business as set out below and as contained in the Notice, by e-mail only, to the Members whose names appear in the Register of Members/ List of Beneficial Owners as received from National Securities Depository Limited ('NSDL') and Central Depository Services (India) Limited ('CDSL') (hereinafter collectively referred to as 'Depositories') and whose e-mail addresses are available with the Depositories, the Company or Registrar and Share Transfer Agent of the Company viz. TSR Consultants Private Limited ('RTA') as on Friday, December 23, 2022 ('Cut-Off Date') ('Eligible Members'). The voting rights shall also be reckoned on the paid-up value of shares registered in the name(s) of the Member(s) as on Cut-Off Date.

The Notice contains the following resolutions which are to be transacted by way of postal ballot:

Sl. No.	Type of Resolution	Description of Resolutions
1	Ordinary Resolution	Appointment of Mr. Umesh Kumar Singh (DIN: 08708676) as Director
2	Special Resolution	Appointment of Mr. Umesh Kumar Singh (DIN: 08708676) as Managing Director
3	Ordinary Resolution	Appointment of Mr. Sanjib Nanda (DIN: 01045306) as Director

The Postal Ballot Notice is also available on the website of the Company at [www.trf.co.in](http://www.trf.co.in) the website of NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com) on the website of the Stock Exchanges on which the equity share of the Company are listed i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com) and National Stock Exchange of India Limited at [www.nseindia.com](http://www.nseindia.com)

Please note that on account of the threat posed by the COVID-19 pandemic and in terms of the requirements specified in the MCA Circulars, the Company is sending this Notice in electronic form only. Accordingly, physical copy of the Notice along with Postal Ballot Form and pre-paid business reply envelope is not being sent to the Members for this Postal Ballot.

In accordance with the provisions of Section 108, 110 and other applicable provisions, if any, of the Act, read with Rules 20 and 22 of the Rules, Regulation 44 of the Listing Regulations, SS-2 and the MCA Circulars, each as amended from time to time, and pursuant to other applicable law and regulations, the Company is providing the Eligible Members the facility to cast their votes through remote e-voting facility for seeking approval in respect of Special/Ordinary Resolution set out in the Postal Ballot Notice. The Company has engaged the services of NSDL for providing remote e-voting facilities to the Eligible Members, to enable them to cast their vote electronically and in a secure manner.

To facilitate Members to receive this Notice electronically, the Company has made special arrangement with its RTA for registration of e-mail addresses in terms of the MCA Circulars. The Members who have not registered their e-mail addresses with the RTA, are required to provide the same to the RTA, on or before 5:00 p.m. (IST) on Wednesday, January 25, 2023 pursuant to which, any Member, may receive on the e-mail address provided by the Member, this Notice and the procedure for the remote e-voting along with the login ID and password for remote e-voting.

The Process for registration of e-mail addresses is as under:



The process for one-time registration of e-mail address is as under:

## I. For Members who hold shares in electronic form:

- Visit the link: [https://tclplinkintime.co.in/EmailReg/Email\\_Register.html](https://tclplinkintime.co.in/EmailReg/Email_Register.html)
- Select the name of the Company from drop down: TRF Limited
- Enter details in respective fields such as DP ID and Client ID, Name of the Shareholder, PAN details, mobile number and e-mail ID.
- System will send OTP on mobile number and e-mail ID.
- Enter OTP received on mobile number and e-mail ID and submit.

## II. For Members who hold shares in physical form:

- Visit the link: [https://tclplinkintime.co.in/EmailReg/Email\\_Register.html](https://tclplinkintime.co.in/EmailReg/Email_Register.html)
- Select the name of the Company from drop down: TRF Limited
- Enter details in respective fields such as Folio no. and Certificate no., Name of the Shareholder, PAN details, mobile number and e-mail ID.
- System will send OTP on mobile number and e-mail ID.
- Enter OTP received on mobile number and e-mail ID and submit.

After successful submission of the e-mail address, NSDL will e-mail a copy of this Notice along with the remote e-voting user ID and password, to the Member. In case of any queries, Members may write to [csg-unit@tclplindia.co.in](mailto:csg-unit@tclplindia.co.in) or [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)

For permanent registration of their e-mail addresses, Members are requested to register their e-mail addresses, in respect of electronic holdings with their concerned Depository Participants and in respect of physical holdings with the Company's RTA, TSR Consultants Private Limited, at C-101, 1st Floor, 247 Park, Lal Bahadur Shastri Marg, Vikhroli (West), Mumbai - 400 083, E-mail Id: [csg-unit@tclplindia.co.in](mailto:csg-unit@tclplindia.co.in)

Those Members who have already registered their e-mail addresses are requested to keep their e-mail addresses validated/updated with their Depository Participants / the Company's RTA, TSR Consultants Private Limited, at C-101, 1st Floor, 247 Park, Lal Bahadur Shastri Marg, Vikhroli (West), Mumbai - 400 083, E-mail Id: [csg-unit@tclplindia.co.in](mailto:csg-unit@tclplindia.co.in) to enable serving of notice/document/Annual Reports electronically to their e-mail address.

The voting process shall commence on Tuesday, January 3, 2023 at 9:00 a.m. (IST) and end on Wednesday, February 1, 2023 at 5:00 p.m. (IST).

Eligible Members are requested to record their assent (FOR) or dissent (AGAINST) through the remote e-voting process not later than 5:00 p.m. (IST) on Wednesday, February 1, 2023. Remote e-voting will be disabled by NSDL immediately thereafter and the Members will not be allowed to vote beyond the said date and time. During this period, Members of the Company holding shares either in physical or dematerialised form, as on the Cut-Off Date, as mentioned above may cast their vote electronically. Once the vote on a resolution is cast by a Member, the Member shall not be allowed to modify it subsequently. A person who is not a Member as on the Cut-Off-Date should treat this Postal Ballot Notice for information purposes only.

In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request to Ms. Pallavi Mhatre, Senior Manager-NSDL at [pallavid@nsdl.co.in](mailto:pallavid@nsdl.co.in) / [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or contact at NSDL, 4th Floor, 'A' Wing, Trade World, Kamala Mill Compound, Senapati Bapat Marg, Lower Parel, Mumbai 400013

The Board of Directors of the Company has appointed Mr. P. N. Parikh (Membership No. FCS 327, CP No. 1228) or failing him, Ms. Jigyasa N. Ved (Membership No. FCS 6488, CP No. 6018) or failing her, Mr. Mitesh Dhaliwala (Membership No. FCS 8331, CP No. 9511) of Parikh & Associates, Practicing Company Secretaries, as the Scrutinizer to scrutinize the postal ballot process in a fair and transparent manner.

Upon completion of the scrutiny of the votes cast, the Scrutinizer will submit his report to the Chairman of the Company or to any other person authorised by him. The voting results of Postal Ballot along with the Scrutinizer's Report will be made available on the website of the Company at [www.trf.co.in](http://www.trf.co.in) and on the website of NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com) and intimated to BSE Limited ('BSE') and National Stock Exchange of India Limited ('NSE'), where the shares of the Company are listed, on or before Friday, February 3, 2023. Additionally, the results will also be placed on the notice board at the Registered Office of the Company.

TRF Limited

Sd/-

Prasun Banerjee

Company Secretary & Compliance Officer  
 Membership No. ACS: 29791

January 2, 2023  
 Jamshedpur



