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REC Limited (A Government of India Enterprise)
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NOTICE OF POSTAL BALLOT & REMOTE E-VOTING

Notice is hereby given that pursuant to Section 108, 110 and other applicable provisions, if any, of the Companies Act, 2013 read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014, Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Secretarial Standards issued by ICSI on General Meetings ("SS-2") (including any statutory amendment(s), modification(s) or re-enactment(s) thereof, for the time being in force), read with General Circulars dated April 8, 2020, April 13, 2020 and May 5, 2022 issued by Ministry of Corporate Affairs (MCA), the Company is seeking approval of its members for passing of following ordinary resolutions as set out in the Postal Ballot Notice dated **July 8, 2022** by way of remote e-voting:

Item No. 1	Appointment of Shri Vivek Kumar Dewangan (DIN: 01377212) as Chairman & Managing Director.
Item No. 2	To capitalize the reserves and issue Bonus shares to the shareholders of the Company.

Members are hereby informed that:-

1. The Cut-off date for the purpose of ascertaining the eligibility of members to cast their vote through remote e-voting facility is **Tuesday, July 5, 2022**. The Company has engaged the services of National Securities Depository Limited (NSDL) for providing e-voting facility to shareholders.
2. The members whose names appear in the register of members/register of beneficial owners as on the Cut-off date shall only be entitled to avail the remote e-voting facility. A person who is not a member as on the Cut-off date should treat this Notice for information purposes only.
3. In compliance of statutory provisions, the Company has completed the dispatch of Postal Ballot Notice only through e-mail, on July 8, 2022, to those shareholders whose e-mail IDs are registered with the Company/Depositories and whose names appear in the register of members/register of beneficial owners as on the Cut-off date. Further, physical copy of Notice along with explanatory statement and Postal ballot form has not been sent to the members for this Postal ballot. Hence, the members are required to communicate their assent/dissent only through remote e-voting system.
4. The remote e-voting period shall commence on **Monday, July 11, 2022 (0900 hours)** and will end on **Tuesday August 9, 2022 (1700 hours)**. The remote e-voting module will be disabled thereafter by NSDL. Once the vote on a resolution is cast by a Member, they shall not be allowed to change it subsequently or cast the vote again. The detailed procedure/instructions for e-voting are specified in the Notes to the Postal Ballot Notice.
5. The Board of Directors of the Company has appointed CS Hemant Kumar Singh (FCS 6033) from Hemant Singh & Associates, Practising Company Secretaries, as Scrutinizer for conducting this Postal Ballot process.
6. The aforesaid Notice along with explanatory statement is available on the website of the Company i.e. www.recindia.nic.in, website of e-voting agency at www.evoting.nsd.com and website of Stock Exchanges i.e. www.bseindia.com & www.nseindia.com. Those Members, whose e-mail IDs are not registered, are requested to refer to the procedure mentioned in the Notes to Postal Ballot Notice, available on the above websites, to cast their votes electronically.
7. Members holding shares in electronic form are requested to register/update their e-mail IDs with the respective depository participants and in case of shares held in physical form, by sending a request through e-mail to the Registrar and Share Transfer Agent (R&TA) of the Company i.e. Kfin Technologies Limited at email ID: einward.ris@kfintech.com with a copy marked to complianceofficer@recl.in.
8. In case of any queries/grievances, members may refer to the Frequently Asked Questions (FAQs) for shareholders and e-voting user manual available at the download section of www.evoting.nsd.com or refer to the instructions as mentioned in the Postal Ballot Notice or call on toll free nos.: 1800-1020-990 or 1800-22-44-30 or send a request to Ms. Pallavi Mhatre, Manager, NSDL at evoting@nsdl.co.in. Members may also write to the Company Secretary at the e-mail ID: complianceofficer@recl.in.
9. **The results of the Postal Ballot along with Scrutinizer's Report will be declared on or before Thursday, August 11, 2022 by placing the same on the website of the Company i.e. www.recindia.nic.in and e-voting agency i.e. www.evoting.nsd.com. Further, the results shall also be communicated to the Stock Exchanges simultaneously.**

For REC Limited
Sd/-

Place: Gurugram
Date: July 8, 2022

(J.S. Amitabh)
ED & Company Secretary

