



CIRCULAR

CIR/CFD/CMD/8/2015

November 4, 2015

To

**All Listed Entities**  
**All the Recognised Stock Exchanges**

Dear Sir/Madam,

**Sub: Format for Voting Results**

1. Regulation 44(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as "Listing Regulations"), has prescribed that the listed entity shall submit to the stock exchange, within forty eight hours of conclusion of its General Meeting, details regarding the voting results in the format specified by the Board.
2. Accordingly, a format for voting results to be furnished by the listed entities is being specified under **Annexure I**.
3. The Stock Exchanges are advised to bring the provisions of this circular to the notice of listed entities and also to disseminate the same on its website. This circular shall come into force with effect from December 01, 2015.
4. This circular is issued in exercise of the powers conferred under Regulation 44(3) read with Regulation 101(2) of Listing Regulations.
5. This circular is available on SEBI website at [www.sebi.gov.in](http://www.sebi.gov.in) under the categories "Legal Framework" and "Continuous Disclosure Requirements".

Yours faithfully,

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**भारतीय प्रतिभूति और विनियम बोर्ड**  
**Securities and Exchange Board of India**

Annexure I

**Format for Voting Results**

<b>Date of the AGM/EGM</b>	
<b>Total number of shareholders on record date</b>	
<b>No. of shareholders present in the meeting either in person or through proxy:</b> Promoters and Promoter Group: Public:	
<b>No. of Shareholders attended the meeting through Video Conferencing</b> Promoters and Promoter Group: Public	

**Agenda- wise disclosure (to be disclosed separately for each agenda item)**

<b>Resolution required: (Ordinary/ Special)</b>								
<b>Whether promoter/ promoter group are interested in the agenda/resolution?</b>								
<b>Category</b>	<b>Mode of Voting</b>	<b>No. of shares held</b>	<b>No. of votes polled</b>	<b>% of Votes Polled on outstanding shares</b>	<b>No. of Votes – in favour</b>	<b>No. of Votes – against</b>	<b>% of Votes in favour on votes polled</b>	<b>% of Votes against on votes polled</b>
		<b>(1)</b>	<b>(2)</b>	<b>(3)=[(2)/(1)]* 100</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)=[(4)/(2)]*100</b>	<b>(7)=[(5)/(2)]*100</b>
<b>Promoter and Promoter Group</b>	<b>E-Voting</b>							
	<b>Poll</b>							
	<b>Postal Ballot (if applicable)</b>							
	<b>Total</b>							
<b>Public-Institutions</b>	<b>E-Voting</b>							
	<b>Poll</b>							
	<b>Postal Ballot (if applicable)</b>							
	<b>Total</b>							
<b>Public-Non Institutions</b>	<b>E-Voting</b>							
	<b>Poll</b>							
	<b>Postal Ballot (if applicable)</b>							
	<b>Total</b>							
<b>Total</b>								