

**FORM No. MGT-13****Report of Scrutinizer(s)**

[Pursuant to rule section 109 of the Companies Act, 2013 and rule 21(2) of the Companies (Management and Administration) Rules, 2014]

To,

\_\_\_\_\_  
Chairman

\_\_\_\_\_ Annual / Extraordinary General Meeting of the Equity Shareholders of  
\_\_\_\_\_ Limited

Held on \_\_\_\_\_ at \_\_\_\_\_

Dear Sir,

I/We, \_\_\_\_\_, \*and \_\_\_\_\_, appointed as Scrutinizer(s) for the purpose of the poll taken on the below mentioned resolution(s), at the \_\_\_\_\_ meeting of the Equity Shareholders of \_\_\_\_\_ Limited, held on \_\_\_\_\_ at \_\_\_\_\_, submit our report as under:

1. After the time fixed for closing of the poll by the Chairman, \_\_\_\_\_ ballot boxes kept for polling were locked in my/our presence with due identification marks placed by me/us.
2. The locked ballot boxes were subsequently opened in my/our presence and poll papers were diligently scrutinized. The poll papers were reconciled with the records maintained by the Company / Registrar and Transfer Agents of the Company and the authorizations / proxies lodged with the Company.

3. The poll papers, which were incomplete and/or which were otherwise found defective have been treated as invalid and kept separately.

OR

I/We did not find any poll papers invalid.

*\* Not applicable if there is only one scrutinizer appointed.*

4. The result of the Poll is as under:

**(a) Resolution \_\_\_\_\_ - \_\_\_\_\_**

*(Reproduce Item No. and heading of the Resolution)*

(i) Voted **in favour** of the resolution:

| Number of members present and voting<br>(in person or by proxy) | Number of votes cast by them | % of total number of valid votes cast |
|---|------------------------------|---------------------------------------|
|   |                              |                                       |

(ii) Voted **against** the resolution:

| Number of members present and voting<br>(in person or by proxy) | Number of votes cast by them | % of total number of valid votes cast |
|---|------------------------------|---------------------------------------|
|   |                              |                                       |

(iii)

**Invalid** votes :

|   |                                       |
|---|---------------------------------------|
| Total number of members<br>(in person or by proxy)<br>whose votes were declared invalid | Total number of votes cast by<br>them |
|   |                                       |

(b)

**Resolution** \_\_\_\_\_ - \_\_\_\_\_*(Reproduce Item No. and heading of the Resolution)*

(i)

Voted **in favour** of the resolution:

| Number of members present and<br>voting<br>(in person or by proxy) | Number of votes<br>cast by them | % of total<br>number of valid<br>votes cast |
|--|---------------------------------|---|
|  |                                 |   |

(ii)

Voted **against** the resolution:

| Number of members present and<br>voting<br>(in person or by proxy) | Number of votes<br>cast by them | % of total<br>number of valid<br>votes cast |
|--|---------------------------------|---|
|  |                                 |   |

(iii)

**Invalid** votes :

|   |                                       |
|---|---------------------------------------|
| Total number of members<br>(in person or by proxy)<br>whose votes were declared invalid | Total number of votes cast by<br>them |
|   |                                       |

----- *(Enumerate depending on the number of resolutions for which poll is taken)*

5. A Compact Disc (CD) containing a list of equity shareholders who voted "FOR", "AGAINST" and those whose votes were declared invalid for each resolution is enclosed.

6. The poll papers and all other relevant records were sealed and handed over to the Company Secretary / Director authorized by the Board for safe keeping.

Thanking you,

Yours faithfully,

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Name/s and Signature/s of the Scrutinizer/s