

Likhami Consulting Limited

CIN No.: L45209WB1982PLC034804

Registered Office: 62A, Dr. Meghnad Shah Sarani, Room No. 1, 2nd Floor
Southern Avenue, Kolkata - 700 029 Tel: (+91) 82320 99092

Email: info@likhamiconsulting.com Website: www.likhamiconsulting.com

NOTICE OF POSTAL BALLOT

Dear Member(s)

NOTICE is hereby given pursuant to Section 110 read with Section 108 of the Companies Act, 2013 ("Act") and other applicable provisions, if any, of the Act and Rule 20 and Rule 22 of the Companies (Management and Administration) Rules, 2014 ("Rules"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations") and the Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India ("SS-2"), as amended from time to time, read with the 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, 02/2022 dated May 5, 2022 and 11/2022 dated December 28, 2022 issued by the Ministry of Corporate Affairs ("MCA") (hereinafter collectively referred to as "MCA Circulars"), that the resolution seeking approval for shifting of Registered office is proposed to be passed as a Special Resolution, by the Members of **Likhami Consulting Limited** ("Company") through Postal Ballot by voting through electronic means ("remote e-voting") and submission of ballot form as attached with this notice.

In compliance with the aforesaid MCA Circulars, this Postal Ballot Notice is being sent through electronic & physical mode to those Members whose e-mail addresses are registered with the Company / Depositories. The communication of the assent or dissent of the Members would take place through submission of physical Postal Ballot Forms as well as E-voting system. If your e-mail address is not registered with the Company / Depositories, please follow the process provided in the Notes to receive this Postal Ballot Notice.

Members are requested to read the instructions printed on the Form for voting via physical ballot / electronic mode. The Members who opt for voting via physical ballot are requested to return the Form in original duly completed and signed in the attached self-addressed, postage pre-paid envelope so as to reach the registered office of the Company not later than the close of working hours i.e. 05:00 pm on Saturday 29 July, 2023. The Notice of the Postal Ballot has also been uploaded on the Company's website www.likhamiconsulting.com.

An explanatory statement pursuant to Sections 102, 110 and other applicable provisions, if any, of the Companies Act, 2013 pertaining to the resolution setting out the material facts and reasons thereof, is appended to this Postal Ballot Notice. Pursuant to Rule 22(5) of the Rules, the Board of Directors of your Company at its meeting held on 23rd June, 2023, has appointed Mr. Rahul Bhutoria (Membership No. 304193) partner of M/s. B J B and Associates (F. R. No. 329621E) Practicing Chartered Accountant, as the Scrutinizer to conduct the Postal Ballot process in a fair and transparent manner.

The remote e-voting period commences from 09:00 a.m. (IST) on Friday 30th June, 2023, and ends at 05:00 p.m. (IST) on Saturday 29th July, 2023. The Scrutinizer will submit his report to the Chairman of the Company or the Company Secretary of the Company or any other person authorized by him, upon completion of the scrutiny of the votes cast through remote e-voting and Physical Postal Ballot. The results of the Postal Ballot will be announced on or before Tuesday 1st August, 2023.

The said results along with the Scrutinizer's Report would be intimated to BSE Limited and Calcutta Stock Exchange Limited, where the Equity Shares of the Company are listed. The results will also be uploaded on the Company's website www.likhamiconsulting.com and on the website of Central Depository Services (India) Limited, ("CSDL") <http://www.evoting.india.com/>.

SPECIAL BUSINESS

To consider and if thought fit, to pass, with or without modification(s), the following resolution as **Special Resolution**:

SHIFTING OF REGISTERED OFFICE AND ALTERATION OF CLAUSE II OF MEMORANDUM OF ASSOCIATION OF THE COMPANY:

"RESOLVED THAT pursuant to the provisions of Section 12, 13, 110 and other applicable provisions, if any, of the Companies Act, 2013 ("Act, 2013") read with the rules framed there under ("Rules"), the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") (including any statutory modification(s) or re-enactment thereof for the time being in force) and subject to the approval of Central Government (Powers delegated to the Regional Director, Eastern Region, Kolkata) and such other approvals, permissions and sanctions as may be required under the provisions of the Act, 2013 or under any other law for the time being in force, the consent of the Shareholders of the Company be and is hereby accorded for shifting the Registered Office of the Company from the "State of West Bengal" to the "State of Maharashtra" and consequently, to substitute and replace the existing Clause II of the Memorandum of Association of the Company by the following Clause :

"II. The Registered Office of the Company will be situated in the State of Maharashtra."

"RESOLVED FURTHER THAT the Mr. BabuLal Jain, Whole Time Director and / or Mrs. Bulbul Amit Bhansali, Company Secretary of the Company be and are hereby authorised severally to finalize the address of Registered Office of the Company in the State of Maharashtra, as they may consider appropriate.

“RESOLVED FURTHER THAT the Mr. Babu Lal Jain, Whole Time Director and / or Mrs. Bulbul Amit Bhansali, Company Secretary of the Company be and are hereby authorised severally to sign the applications, petitions, affidavits and such other documents as may be necessary in relation to the said application / petition for seeking confirmation of the Regional Director Eastern Region, Kolkata or any other authorities as may be required, to issue notices to the general public, creditors and also to serve a copy on the Chief Secretary, Government of West Bengal as well as the concerned Registrar of Companies and to appoint Professional(s) to represent the Company before the Central Government, the Regional Director, Eastern Region, Kolkata or any other authorities as may be required and to do all such acts, deeds and things as may be necessary, incidental and / or consequential to give effect to the above resolution”.

**By Order of the Board
For Likhmi Consulting Limited**

**Babu Lal Jain
Whole Time Director
DIN: 02467622**

Regd. Office: 62A, Dr. Meghnad Shah Sarani,
Room No. 1, 2nd Floor,
Southern Avenue, Kolkata - 700 029

Email: info@likhamiconsulting.com
Website: www.likhamiconsulting.com

Date: 23/06/2023

NOTES:

1. The Explanatory Statement pursuant to the provisions of Sections 102 and 110 of the Act read with Rule 22 of the Rules stating material facts and reasons for the proposed resolution is annexed hereto and forms part of this Notice.
2. The relevant details, pursuant to Regulation 36(3) of the SEBI Listing Regulations and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India, in respect of shifting registered office from West Bengal to Maharashtra are also annexed to this Notice.
3. The Postal Ballot Notice along with the Postal Ballot Form is being sent to the Members whose names appear on the Register of Members / List of Beneficial Owners as received from Central Depository Services (India) Limited (CDSL) and National Securities Depositories Limited (NSDL) as on the cut-off date i.e. Friday June 23, 2023. The Postal Ballot Notice is being sent in electronic form to the members who have registered their e-mail addresses with the Company (in case of physical shareholding) / with their Depository Participants (in case of electronic shareholding). Physical copies of the Postal Ballot Notice along with Postal Ballot Form are being sent to members whose e-mail addresses are not registered, by permitted mode along with a self - addressed postage pre-paid Business Reply Envelope.
4. Members can opt for only one mode of voting i.e. either by Postal Ballot or through e-voting. In case members cast their votes both by Postal Ballot and e-voting, the votes cast through e-voting shall prevail and the votes cast through Postal Ballot Form shall be considered as invalid.
5. The Scrutinizer will submit the report to the Chairman after completion of the scrutiny of the Postal Ballots and the results of the Postal Ballot will be announced on or before Tuesday August 01, 2023, at the Registered Office of the Company. The results of the Postal Ballot will be hosted on the Company's website at www.likhamiconsulting.com and on the CDSL website at www.cdslindia.com immediately after the declaration of the result by the Chairman or any person authorised by him in writing for information of the Members, besides being communicated to the Stock Exchanges on which the shares of the Company are listed.
6. The Scrutinizer's decision on the validity of the Postal Ballot shall be final.
7. The resolutions, if passed by the requisite majority shall be deemed to have been passed on July 29, 2023 i.e. last date specified for receipt of duly completed Postal Ballot Forms or for e-voting.
8. All the material documents referred to in this Postal Ballot Notice will be made available for inspection by the Members at the registered office of the Company during 11:00 A.M. to 01:00 P.M. on all working days except Saturday & holidays, from the date of dispatch of this Postal Ballot Notice until the last date for receipt of votes by Postal Ballot / E-voting i.e. July 29, 2023.
9. Members who have not registered their e-mail addresses are requested to register the same with the Company / Depository Participant(s) for sending future communication(s) in electronic form.

INSTRUCTIONS FOR VOTING

Voting through Physical Postal Ballot Form

1. The Members are requested to carefully read the instructions printed in the Postal Ballot Form and return the Postal Ballot Form duly completed with the assent (FOR) or dissent (AGAINST), in the enclosed self-addressed postage pre-paid Business Reply Envelope, so as to reach the Scrutinizer, not later than close of working hours i.e. 05:00 P.M. (IST) on Saturday July 29, 2023, to be eligible for being considered, failing which, it will be strictly treated as if, no reply has been received from the Member.
2. The Members are requested to exercise their voting rights by using the attached Postal Ballot Form only. No other form or photocopy of the form is permitted.
3. A Shareholder may request for a duplicate Postal Ballot Form, if so required. The Postal Ballot Form can also be downloaded from the Company's website viz. www.likhamiconsulting.com.

POSTAL BALLOT NOTICE

4. Envelopes containing Postal Ballot Form if deposited in person or sent by courier at the expense of the Members will also be accepted.
5. The Postal Ballot Form should be completed and signed by the Member as per the specimen signature registered with the Company or furnished to NSDL / CDSL in respect of shares held in physical or dematerialized form, respectively.

INSTRUCTION FOR REMOTE E-VOTING

The instructions of shareholders for remote e-voting are as under:

- (i) The voting period begins on **Friday June 30, 2023 at 09:00 a.m. (IST)** and ends on **Saturday July, 29, 2023 at 05:00 p.m. (IST) (both days inclusive)**. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of **Friday, June 23, 2023** may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Pursuant to SEBI Circular No. **SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 09, 2020**, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its shareholders, in respect of all shareholders' resolutions. However, it has been observed that the participation by the public non-institutional shareholders/retail shareholders is at a negligible level.

Currently, there are multiple e-voting service providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to **all the demat account holders, by way of a single login credential, through their demat accounts / websites of Depositories / Depository Participants**. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing ease and convenience of participating in e-voting process.

Step 1 : Access through Depositories CDSL / NSDL e-Voting system in case of individual shareholders holding shares in demat mode.

- (iii) In terms of **SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated December 9, 2020** on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.
- (iv) Pursuant to above said SEBI Circular, Login method for e-Voting for **Individual shareholders holding securities in Demat mode in CDSL / NSDL** is given below:

Pursuant to abovesaid SEBI Circular, Login method for e-Voting for Individual shareholders holding securities in Demat mode CDSL/NSDL is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in Demat mode with CDSL Depository	<p>1) Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login to Easi / Easiest are requested to visit CDSL website www.cdslindia.com and click on login icon & New System Myeasi.</p> <p>2) After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the e-voting is in progress as per the information provided by company. On clicking the e-voting option, the user will be able to see e-Voting page of the e-Voting service provider for casting your vote during the remote e-Voting period. Additionally, there is also links provided to access the system of all e-Voting Service Providers i.e. CDSL/NSDL/KARVY/LINKINTIME, so that the user can visit the e-Voting service providers' website directly.</p> <p>3) If the user is not registered for Easi/Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration and clicking on login & New System Myeasi Tab and then click on registration option.</p> <p>4) Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a e-Voting link available on www.cdslindia.com home page or click on https://evoting.cdslindia.com/Evoting/EvotingLogin. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the e-voting is in progress and also able to directly access the system of all e-Voting Service Providers.</p>
Individual Shareholders holding securities in demat mode with NSDL Depository	<p>1) If you are already registered for NSDL IDEAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsd.com either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDEAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on "Access to e-Voting" under e-Voting services and you will be able to see e-Voting page. Click on company name or e-Voting service provider name and you will be re-directed to e-Voting service provider website for casting your vote during the remote e-Voting period.</p> <p>2) If the user is not registered for IDEAS e-Services, option to register is available at https://eservices.nsd.com. Select "Register Online for IDEAS "Portal or click at https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp</p> <p>3) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsd.com/ either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period.</p>
Individual Shareholders (holding securities in demat mode) login through their Depository Participants (DP)	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. After Successful login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider name and you will be redirected to e-Voting service provider website for casting your vote during the remote e-Voting period.

Important note: Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. CDSL and NSDL

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 22 55 33
Individual Shareholders holding securities in Demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990, 1800 22 44 30 and other no. 022-4886 7000 and 022-2499 7000

Step 2 : Access through CDSL e-Voting system in case of shareholders holding shares in physical mode and non-individual shareholders in demat mode.

(v) Login method for Remote e-Voting for **Physical shareholders and shareholders other than individual holding in Demat form.**

- 1) The shareholders should log on to the e-voting website www.evotingindia.com.
- 2) Click on "Shareholders" module.
- 3) Now enter your User ID
 - a. For CDSL: 16 digits beneficiary ID,
 - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c. Shareholders holding shares in Physical Form should enter Folio Number registered with the Company.

4) Next enter the Image Verification as displayed and Click on Login.

5) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier e-voting of any company, then your existing password is to be used.

6) If you are a first-time user follow the steps given below:

For Physical shareholders and other than individual shareholders holding shares in Demat.	
PAN	Enter your 10digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"> • Shareholders who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number sent by Company/RTA or contact Company/RTA.
Dividend Bank Details OR Date of Birth (DOB)	Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. <ul style="list-style-type: none"> • If both the details are not recorded with the depository or company, please enter the member id / folio number in the Dividend Bank details field.

(vi) After entering these details appropriately, click on "SUBMIT" tab.

(vii) Shareholders holding shares in physical form will then directly reach the Company selection screen. However, shareholders holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

(viii) For shareholders holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

(ix) Click on the EVSN for **Likhami Consulting Limited** on which you choose to vote.

(x) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.

(xi) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.

- (xii) After selecting the resolution, you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- (xiii) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xiv) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xv) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xvi) There is also an optional provision to upload BR/POA if any uploaded, which will be made available to scrutinizer for verification.
- (xvii) **Additional Facility for Non – Individual Shareholders and Custodians –For Remote Voting only.**
- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to www.evotingindia.com and register themselves in the "Corporates" module.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
 - The list of accounts linked in the login will be mapped automatically & can be delink in case of any wrong mapping.
 - It is Mandatory that, a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
 - Alternatively Non Individual shareholders are required mandatory to send the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory who are authorized to vote, to the Scrutinizer and to the Company at the email address viz; info@likhamiconsulting.com, if they have voted from individual tab & not uploaded same in the CDSL e-voting system for the scrutinizer to verify the same.

PROCESS FOR THOSE SHAREHOLDERS WHOSE EMAIL/MOBILE NO. ARE NOT REGISTERED WITH THE COMPANY/DEPOSITORIES.

1. For Physical shareholders- please provide necessary details like Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to **Company's** email id info@likhamiconsulting.com / **RTA's** email id investor@masserv.com.
2. For Demat shareholders -, Please update your email id & mobile no. with your respective Depository Participant (DP)
3. For Individual Demat shareholders – Please update your email id & mobile no. with your respective Depository Participant (DP) which is mandatory while e-Voting through Depository.

If you have any queries or issues regarding e-Voting from the CDSL e-Voting System, you can write an email to helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 22 55 33

All grievances connected with the facility for voting by electronic means may be addressed to Mr. Rakesh Dalvi, Sr. Manager, (CDSL,) Central Depository Services (India) Limited, A Wing, 25th Floor, Marathon Futurex, Mafatal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013 or send an email to helpdesk.evoting@cdslindia.com or call at toll free no. 1800 22 55 33

- I. Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- II. In case of Members who receive physical copy of the Postal Ballot Notice (for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy)

ELECTRONIC-VOTING PARTICULARS EVSN (E-voting Sequence Number) Sequence No. / Password. Please follow e-voting instructions from Sl. Nos. (II) TO (XVII) mentioned above, to cast your vote.

Once the vote on a resolution is cast by a Member, the Member shall not be allowed to change it subsequently.

The voting rights of the Members shall be in proportion to the paid-up value of their shares in the equity capital of the Company as on the cut-off date, being Friday, June 23, 2023.

In line with the "Green initiative in the Corporate Governance" launched by the Ministry of Corporate Affairs allowing paperless compliances by recognizing e-mails as one of the modes of service of notice / documents on the shareholders, the Company is sending this Notice electronically on the e-mail addresses as provided by the members / as obtained from the Depositories / other sources to the Members. Such Members may exercise their voting electronically as per the procedure given above.

In the following cases, the member may apply to Likhmi consulting Limited email id i.e. info@likhamiconsulting.com for obtaining the notice and postal ballot form in physical. The Member who have been sent this Notice electronically and who do not want to avail the e-voting facility or the member who have not received postal ballot forms. A Shareholder may request for a duplicate Postal Ballot Form, if so required. The Postal Ballot Form can also be downloaded from the Company's website viz. www.likhamiconsulting.com.

The Scrutinizer shall within a period not exceeding forty eight (48) hours from the last date of receipt of Postal Ballot Forms / conclusion of the e-voting period make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company.

The result of the Postal Ballot will be announced on August 01, 2023 at the Registered Office of the Company. The result of the Postal Ballot and Report of Scrutinizer will also be displayed at Company's website www.likhamiconsulting.com and on the website of CDSL and shall also be communicated to BSE Limited, Calcutta Stock Exchange Limited.

Members voting through Postal Ballot are requested to carefully read the instructions printed on the Postal Ballot Form before exercising their vote.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013 AND SECRETARIAL STANDARD - 2 ON GENERAL MEETINGS FORMING PART OF THE NOTICE

Presently, the Registered Office of the Company is situated in the State of West Bengal at Kolkata. Since the Company hardly conducts any business in the State of West Bengal except having and maintaining its Registered Office, the Board of Directors of the Company at its meeting held on June 23, 2023 decided to shift the Registered Office of the Company from Kolkata in the State of West Bengal to Mumbai in the State of Maharashtra, subject to the requisite approval of the shareholders of the Company and approval of the Central Government through the Hon'ble Regional Director, Eastern Region, Kolkata.

The Board is of the view that for better administrative convenience, optimum utilization of available resources and to reduce the overall expenses, it would be necessary to shift the Registered Office of the Company to the State of Maharashtra and it would be in no way be detrimental to the interest of any of the stakeholder, including employees, shareholders and creditors, of the Company in any manner.

In terms of Section 12, 13, 110 and other applicable provisions of the Act, 2013 read with Rules made thereunder, such shifting of Registered Office from one state to another and consequent alteration in the Memorandum of Association ("MOA") requires approval of the Shareholders of the Company by way of Special Resolution and approval of the Central Government (power delegated to Regional Director).

Accordingly, approval of the Shareholders is sought by way of Postal Ballot through Remote e-voting / Physical Postal ballot for shifting of the Registered Office of the Company from the State of West Bengal to the State of Maharashtra and consequently for altering Clause II of the Memorandum of Association of the Company. All the material documents referred to in this Postal Ballot Notice (including the existing MOA of the Company as well as the MOA with the proposed amendments) will be available for inspection at the registered office of the Company between 11:00 A.M. to 01:00 P.M. on all days except for Saturday and Sunday till the last date of Remote e-voting and Physical Postal Ballot i.e. July 29, 2023. Members who wish to inspect the documents are requested to send an e-mail to info@likhamiconsulting.com mentioning their name, Folio No. / Client ID and DP ID, and the documents they wish to inspect in this regard.

Subsequent to your approval, requisite application will be made to the Central Government, i.e., the Hon'ble Regional Director, Eastern Region, Kolkata as required under the Act.

The Board of Directors recommends the resolution set forth in the Notice for the approval of the Shareholders by way of a Special Resolution in the best interest of the Company.

None of the Directors, Key Managerial Personnel (KMP) and/or their relatives are in any way, concerned or interested, financially or other-wise in the Special Resolution set out in the Notice except to the extent of their shareholding in the Company, if any.

**By Order of the Board
For Likhami Consulting Limited**

**Babu Lal Jain
Whole Time Director
DIN: 02467622**

Regd. Office: 62A, Dr. Meghnad Shah Sarani,
Room No. 1, 2nd Floor,
Southern Avenue, Kolkata - 700 029

Email: info@likhamiconsulting.com
Website: www.likhamiconsulting.com

Date: 23/06/2023

Likhami Consulting Limited

CIN No.: L45209WB1982PLC034804

Registered Office: 62A, Dr. Meghnad Shah Sarani, Room No. 1, 2nd Floor
Southern Avenue, Kolkata - 700 029 Tel: (+91) 82320 99092

Email: info@likhamiconsulting.com Website: www.likhamiconsulting.com

The last date for receipt of Postal Ballot is Saturday, July 29, 2023, 05.00 p.m.

POSTAL BALLOT FORM

(To be returned to Scrutinizer appointed by the Company)

SR.NO.

Name & Registered Address of the Sole / First named Member	
Name (s) of the Joint Holders (s), (If any)	
Registered folio No./DP ID No./Client/ID No.* *(Applicable to Investors holding shares in dematerialize form)	
Number of Share (s) held	

I/We hereby exercise my/our vote in respect of the Special Resolution to be passed through Postal Ballot for the Business stated in the Postal Ballot Notice and Explanatory Statement annexed thereto by sending my/our assent (**FOR**) or dissent (**AGAINST**) to the said resolution by placing the tick (**v**) mark at the appropriate box below:

Item No.	Description	Nature of Resolution	No. of Shares	I / We assent to the Resolution (FOR)	I / We dissent to the Resolution (AGAINST)
1	To shift the Registered office of the Company from Kolkata in the State of West Bengal to Mumbai in the State of Maharashtra	Special Resolution			

Place:

Date:

Signature

ELECTRONIC VOTING PARTICULARS

The electronic voting particulars are set out as below:

(EVEN) E VOTING EVENT NUMBER	SEQUENCE NO.,

INSTRUCTION

Process and manner for Members opting for voting using the physical Postal Ballot Form are as under:

1. Please complete the Postal Ballot Form in all respects and send it to the Scrutinizer in the attached self-addressed business reply envelope which shall be properly sealed with adhesive tape. Postage will be borne and paid by the Company, if posted in India. However, envelopes are containing Postal Ballot Form, if sent by courier or any other secure mode at the expense of the Member but using the postage pre-paid envelope will also be accepted.
2. The self-addressed envelope bears the name and address of The Scrutinizer C/o Likhmi Consulting Limited, Registered Address at 62A, Dr. Meghnad Shah Sarani, Room No. 1, 2nd Floor, Southern Avenue, Kolkata - 700 029 and is to the attention of the Scrutinizer appointed by the Board of Directors of the Company. The Postal Ballot Form should be signed by the Member as per specimen registered with the Company. In case, shares are jointly held, this Form should be completed and signed (as per specimen signature registered with the Company) by the first named Member and his/ her absence, by the next named Member. Where the Postal Ballot Form has been signed by the Authorized Representatives of a Company / Body Corporate / Trust / Society, where the duly completed Postal Ballot Form should be accompanied by a certified copy of the Board Resolution / Authority Letter together with attested specimen signature(s) of the duly authorized representatives. The holder of Power of Attorney (POA) on behalf of a Member may vote on the Postal Ballot mentioning the registration number of the POA or enclosing an attested copy of the POA. The exercise of vote by Postal Ballot is not permitted through proxy.
3. The Votes should be cast either in favour or against by putting the tick (v) mark in the column provided for assent / dissent. Postal Ballot Form bearing (v) in both the columns will render the Form invalid.
4. Votes will be considered invalid on the following grounds:
 - a) If the signature of the Member does not tally with the signature registered with the Company.
 - b) If the Member has marked all his / her shares both in favour and also against the Resolution.
 - c) Neither assent nor dissent is mentioned in the Postal Ballot Form.
 - d) If the Postal Ballot Form is received torn or defaced or mutilated to an extent that is difficult for the Scrutinizer to identify either the Member or the number of votes or as to whether the votes are in favour or against or if the signature could not be checked on one or more of the above.
 - e) If Voting is done through any other form or photocopy of the Postal Ballot Form.
 - f) If the Postal Ballot Form is unsigned.
 - g) If the envelope containing the Postal Ballot Form is received after the voting period ends.
 - h) If the Postal Ballot Form is received incomplete, improper or incorrect.

5. A member need not use all his / her votes nor cast all his/ her votes in the same way. The Total number of shares in assent / dissent taken together should not exceed the Member's total shareholding.
6. Duly completed Postal Ballot Forms should reach the Registrar and Transfer Agent not later than the 05:00 P.M on Saturday, July 29, 2023. Postal Ballot Forms received after that will be strictly treated as if reply from such Member has not been received.
7. A member may request for a duplicate Postal Ballot Form, if so required. However, the duly filled in duplicate Postal Ballot Form should reach the Registrar and Transfer Agent not later than the date specified at Sr. No. 6 above.
8. The Voting shall be reckoned on the paid up value of shares registered in the name of the Member(s) as on June 23, 2023 ("Cut Off Date") as per the Register of Member of the Company and as informed to the Company as Beneficial Owners by the Depositories as on Cut-off Date.
9. The enclosed self-addressed business reply envelope is only for the limited purpose of this Postal Ballot process and the same should not be used by the Members for sending any other correspondence to the Company.
10. Members are requested not to send any paper (other than the Board Resolution / Authority Letter as mentioned under Sr. No. 2 above) along with the Postal Ballot in the enclosed self-addressed business reply envelope. All business reply envelopes will be sent to the Scrutinizer and if any extraneous paper is found in such envelope, the same would not be considered and would be destroyed by the Scrutinizer.
11. There will be only one Postal Ballot Form for every Registered Folio / Client ID irrespective of the number of Joint Member(s).
12. The Scrutinizer's decision on the validity of a Postal Ballot Form shall be final and binding.
13. The result of the voting on the Resolution will be declared on or before August 1, 2023, at the Registered Office of the Company. The result will be thereafter be published in newspaper(s) and website of the company and communicated to the Stock Exchanges.
14. Any query in relating to the Resolutions proposed to be passed by Postal Ballot may be addressed in writing to the Company Secretary, Mrs. Bulbul Amit Bhansali, at E-mail: info@likhamiconsulting.com.

Notes:

1. For detailed instructions on e-voting, please refer to the notes appended to the Notice of Postal Ballot and e voting.
2. The Scrutinizer will collate the votes downloaded from the e-voting system and votes received through Postal Ballot to declare the final result for the Resolution placed for voting by the Company.
3. Shareholders can opt for only one mode of voting, i.e. either by postal ballot or e-voting. In case Shareholders cast their votes through both the modes, voting by e-voting mode shall prevail and votes cast through postal ballot form will be treated as invalid.