

# FORTIS HEALTHCARE LIMITED

CIN: L85110PB1996PLC045933

Regd. Off.: Fortis Hospital, Sector 62, Phase-VIII, Mohali, Punjab, 160062

Tel No.: +91-172 5096001, Fax No.: +91-172 5096221

Email Id: [secretarial@fortishealthcare.com](mailto:secretarial@fortishealthcare.com), Website: [www.fortishealthcare.com](http://www.fortishealthcare.com)



Name of the shareholder(s)  
including Joint-holders, if any:

Sl. No. :

Registered address of the Sole/  
First named shareholder:

DP ID & Client ID No./  
Registered Folio No.:

No. of shares held:

Dear Member,

## Sub: Voting through electronic means

Pursuant to the provisions of Section 108 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (substituted by Companies (Management and Administration) Amendment Rules, 2015) and other applicable provisions, if any, of Companies Act, 2013 and Regulation 44 of the SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015, Fortis Healthcare Limited ("the Company") is pleased to offer e-voting facility to its members in respect of the businesses to be transacted at the Extra-Ordinary General Meeting (hereinafter referred to as **EGM**) of the Company scheduled to be held on **Monday, August 13, 2018 at 1600 Hours at Air Force Auditorium, Subroto Park, Dhaula Kuan, New Delhi - 110010.**

The Company has engaged the services of M/s. **Karvy Computershare Private Limited ("Karvy")** as the authorized agency to provide e-voting facilities. Your e-voting particulars are set out below:

| EVEN<br>(E-Voting Event Number) | User ID | Password / PIN |
|---------------------------------|---------|----------------|
|                                 |         |                |

The e-voting facility will be available during the following voting period:

|                                 |   |
|---------------------------------|---|
| <b>Commencement of e-voting</b> | From 09:00 a.m. (IST) of Friday, August 10, 2018  |
| <b>End of e-voting</b>          | Up to 05:00 p.m. (IST) of Sunday, August 12, 2018 |

The e-voting module shall be disabled by Karvy at 05:00 p.m. on Sunday, August 12, 2018. The cut-off date for the purpose of e-voting is Monday, August 6, 2018.

Any person who becomes a member of the Company between Friday, July 13, 2018 and Monday, August 6, 2018 may obtain the User ID and password in the manner as mentioned below:

- If e-mail address of the member is registered against Folio No. /DP ID- Client ID, then on the home page of <https://evoting.karvy.com>, the member may click "Forgot Password" and enter Folio No. or DP ID-Client ID and PAN to generate a password.
- Member may call Karvy's toll free number 1800 345 4001
- Member may send an e-mail request to [einward.ris@karvy.com](mailto:einward.ris@karvy.com)

Please read the instructions printed overleaf before exercising the vote. This communication is an integral part of the Notice dated July 17, 2018 which is also available on the website of the Company- [www.fortishealthcare.com](http://www.fortishealthcare.com).

**By Order of the Board  
For Fortis Healthcare Limited**

Date: July 17, 2018  
Place: Gurugram (erstwhile Gurgaon)

Sd/-  
Rahul Ranjan  
Company Secretary  
M. No. A17035

## Instructions and other information relating to e-voting are as under:

1. Launch internet browser by typing the URL: <https://evoting.karvy.com>.
2. Enter the login credentials (i.e. User ID and password mentioned overleaf). Your Folio No./DP ID/ Client ID will be your User ID. However, if you are already registered with Karvy for e-voting, you can use your existing User ID and password for casting your vote. If required, please visit <https://evoting.karvy.com> for your existing password.
3. After entering these details appropriately, click on "LOGIN".
4. You will now reach password change Menu wherein you are required to mandatorily change your password. The new password shall comprise of minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric (0-9) and a special character (@, #, \$, etc.). The system will prompt you to change your password and update your contact details like mobile number, email ID etc. on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. ***It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.***
5. You need to login again with the new credentials.
6. On successful login, the system will prompt you to select the E-Voting Event Number for Fortis Healthcare Limited.
7. On the voting page enter the number of shares (which represents the number of votes) as on the cut-off date under "FOR/AGAINST" or alternatively, you may partially enter any number in "FOR" and partially in "AGAINST" but the total number in "FOR/AGAINST" taken together should not exceed your total shareholding as mentioned overleaf. You may also choose the option "ABSTAIN" and the shares held will not be counted under either head.
8. Members holding multiple folios / demat accounts shall choose the voting process separately for each of the folios / demat accounts.
9. Voting has to be done for each item of the Notice separately. In case you do not desire to cast your vote on any specific item it will be treated as abstained.
10. You may then cast your vote by selecting an appropriate option and click on "Submit".
11. A confirmation box will be displayed. Click "OK" to confirm else "CANCEL" to modify. Once you confirm, you will not be allowed to modify your vote. **During the voting period, Members can login any number of times till they have voted on the Resolution(s).**
12. **Corporate / Institutional Members** (i.e. other than Individuals, HUF, NRI, etc.) are also required to send scanned certified true copy (PDF Format/JPG Format) of the Board Resolution / Authority Letter etc., together with attested specimen signature(s) of the duly authorized representative(s), to the Scrutinizer at e-mail ID: [manglikmukesh@gmail.com](mailto:manglikmukesh@gmail.com). They may also upload the same in the e-voting module in their login. The scanned image of the above-mentioned documents should be in the naming format "Corporate Name\_EVENT No."
13. Once the vote on a resolution is casted by a Member, the Member shall not be allowed to change it subsequently.
14. 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 <https://evoting.karvy.com> or contact Mr. S V Raju of Karvy at +91 40 67162222 or at 1800 345 4001 (toll free) or Mr. Rahul Ranjan, Company Secretary & Compliance Officer of the Company at [secretarial@fortishealthcare.com](mailto:secretarial@fortishealthcare.com).
15. The voting rights of the Members for e-voting shall be in proportion to their shares of the paid-up equity share capital of the Company as on Monday, August 6, 2018.
16. The Board of Directors has appointed Mr. Mukesh Manglik, Company Secretary in whole-time practice (C.P. No. 8476) as a Scrutinizer to scrutinize the voting process in a fair and transparent manner.
17. The Scrutinizer shall within the stipulated time period from the conclusion of the e-voting period unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and will make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the meeting.
18. The result on resolutions shall be declared on or before closing of business hours i.e. 06:00 p.m. on Tuesday, August 14, 2018 at the Corporate Office of the Company at Tower A, 3<sup>rd</sup> Floor, Unitech Business Park, Block-F, South City- 1, Sector-41, Gurgaon-122001 and the resolutions will be deemed to be passed on the date of EGM date subject to receipt of the requisite number of votes in favour of the resolutions.
19. The Results declared along with the Scrutinizer's Report(s) will be available on the website of the Company ([www.fortishealthcare.com](http://www.fortishealthcare.com)) and that of Karvy's website (<https://evoting.karvy.com>) and shall be communicated to the stock exchanges i.e. BSE Limited and National Stock Exchange of India Limited.