



## FORTIS HEALTHCARE LIMITED

CIN: L85110PB1996PLC045933

Registered Office: Fortis Hospital, Sector 62, Phase VIII, Mohali, Punjab- 160062

Ph.: +91-172-5096001, Fax: +91-172-5096221

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

Serial No.: \_\_\_\_\_

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

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 is pleased to offer e-voting facility to its members in respect of the business(es) to be transacted at the 22<sup>nd</sup> Annual General Meeting of the Company scheduled to be held on Friday, September 28, 2018 at National Institute of Pharmaceutical Education and Research Mohali, Sector 67, SAS Nagar, Mohali – Punjab-160062 at 12:30 p.m.

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 (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) on September 25, 2018
<b>End of e-voting</b>	Up to 05.00 p.m. (IST) on September 27, 2018

The e-voting module shall be disabled by Karvy at 05:00 p.m. on Thursday, September 27, 2018. The cut-off date for the purpose of e-voting is Friday, September 21, 2018.

Any person who becomes a member of the Company between Friday, August 24, 2018 and Friday, September 21, 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 [inward.ris@karvy.com](mailto:inward.ris@karvy.com)

Please read the instructions printed overleaf before exercising the vote. This communication is an integral part of the Notice dated August 14, 2018 and is being sent along with the Annual General Meeting Notice which is also available on the website of the Company- [www.fortishealthcare.com](http://www.fortishealthcare.com).

Thanking You,

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

Sd/-

**Rahul Ranjan**

**Company Secretary**

**Membership No. ACS 17035**

Place: Gurugram

Date : August 14, 2018

**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. 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 query pertaining to e-voting, please visit Help & FAQ's section available at Karvy's website download section on <https://evoting.karvy.com> or contact Mr. S.V. Raju of Karvy Computershare Pvt. Ltd. at Tel No. 1800 345 4001 (toll free)/ Mr. Rahul Ranjan, Compliance Officer 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 Friday, September 21, 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 a period not exceeding three (3) working days 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 business hours i.e. 06:00 p.m. on Saturday, September 29, 2018 and the resolutions will be deemed to be passed on the Annual General Meeting 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 on 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.