



**3M India Limited**  
WeWork Prestige Central  
3<sup>rd</sup> Floor, 36 Infantry Road  
Bengaluru 560001, India  
Tel: +91 80 22231414  
www.3M.com/in

Corporate Relationship Department  
BSE Limited  
1st Floor, New Trading Ring, Rotunda Building  
P.J. Towers, Dalal Street, Fort  
Mumbai - 400 001

November 19, 2022

The Secretary  
National Stock Exchange of India Limited  
Exchange Plaza, Bandra – Kurla Complex  
Bandra (E), Mumbai – 400 051

Scrip Code - 523395

Scrip Code – 3MINDIA

Dear Sirs,

**Sub: Copies of Newspaper Advertisement of Postal Ballot process.**

In continuation of our earlier letter November 18, 2022, please find attached copies of the newspaper advertisement pertaining to seeking shareholders' approval through Postal Ballot process and e-voting period, completion of dispatch of the notice etc., in Business Line (National English Daily) and Prajavani (Kannada Daily) published today viz., November 19, 2022 for your reference / records.

Kindly bring this to the notice of the members of the Exchange.

Thanking you

Yours faithfully

**For 3M India Limited**

**Pratap Rudra Bhuvanagiri**  
**Company Secretary & Compliance Officer**

*Encl: as above*

**Regd Office:** Plot No 48-51  
Electronics City, Bangalore 560100  
**CIN No:** L31300KA1987PLC013543  
Email:investorhelpdesk.in@mmm.com  
PAN: AAACB5724H  
GSTIN: 29AAACB5724H1ZQ

**3M INDIA LIMITED**

CIN: L31300KA1987PLC013543

Registered Office: Plot Nos. 48-51, Electronic City, Hosur Road,  
Bengaluru - 560 100, Phone: 080-22231414

Email id: investorhelpdesk.in@mmm.com, Website: www.3m.com/in

**POSTAL BALLOT NOTICE AND E-VOTING INFORMATION**

Notice is hereby given that pursuant to Section 110 of the Companies Act, 2013 ("the Act"), Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014 ("the Rules") and other applicable provisions of the Act and the Rules, General Circular Nos. 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 20/2020 dated May 5, 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 and 3/2022 dated May 5, 2022 read with other relevant circulars issued by the Ministry of Corporate Affairs ("MCA Circulars"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), Secretarial Standard on General Meetings ("SS-2") issued by the Institute of Company Secretaries of India and other applicable laws, rules and regulations (including any statutory modification or re-enactment thereof for the time being in force and as amended from time to time), 3M India Limited ("the Company") is seeking approval of its Members through Postal Ballot (e-voting) for the resolutions set out in the Postal Ballot Notice dated November 9, 2022, together with the Explanatory statement relating to:

1. Approval of Material Related Party Transactions with 3M Company, USA.
2. Approval of Material Related Party Transactions with 3M Innovation Singapore Pte Ltd.

All the Members are hereby informed that:

1. The Postal Ballot notice, along with e-voting instructions, has been sent by the Company only through e-mail on November 18, 2022 to all those Members whose e-mail addresses are registered with the Company or with the Depository Participants or with KFin Technologies Limited (KFIN), Registrar and Share Transfer Agent of the Company and to those Members whose names appear in the Register of Members/Beneficial Owners/Record of National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) as on Friday, November 11, 2022, which is also the cut-off date to reckon paid up value of shares and voting rights of the Members. The requirement of sending physical copy of the Postal Ballot notice has been dispensed away with vide above referred MCA Circulars.
2. The Postal Ballot notice is also available on the website of the Company [https://www.3mindia.in/3M/en\\_IN/company-in/about-3m/financial-facts-local/](https://www.3mindia.in/3M/en_IN/company-in/about-3m/financial-facts-local/), on the website of KFIN at <https://evoting.kfintech.com/> and on the website of BSE Limited and National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com) respectively. The person who is not a Member as on said cut-off date should treat this notice for information purposes only. Further, as per the MCA circulars physical copy of the Postal Ballot notice, Postal Ballot form and pre-paid Business reply envelope have not been sent to the Members for this Postal Ballot.
3. Members who have not registered their e-mail address, and in consequence of which the Notice of Postal Ballot and e-voting instructions could not be serviced to them, may temporarily get their e-mail address and mobile number registered with the Company's Registrar and Share Transfer Agent, KFIN, by clicking on the link: <https://ris.kfintech.com/clientservices/postalballot/> for doing the same. Members are requested to follow the process as guided to capture the e-mail address and mobile number for obtaining the soft copy of notice and e-voting instructions along with the User ID and Password. In case of any queries, Members may write to [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com).
4. In compliance with Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide e-voting facility to the Members of the Company. The Company has appointed KFIN to provide e-voting facility and has appointed Mr. Vijayakrishna K. T, Company Secretary in practice, as the Scrutinizer for conducting Postal Ballot Process in a fair and transparent manner.
5. Members can opt to exercise their voting rights through e-voting. The detailed procedure for e-voting is given in the Postal Ballot Notice. The voting through e-voting shall commence from Tuesday, November 22, 2022 (9.00 a.m. IST) and ends on Wednesday, December 21, 2022 (5.00 p.m. IST). Members are requested to cast their votes during this period only. The e-voting module shall be disabled by KFIN for voting thereafter and Members shall not be allowed to vote beyond the said date & time. Once the vote is confirmed by the Member, he/ she will not be allowed to change it subsequently.
6. The Results of Postal Ballot will be announced on or before Friday, December 23, 2022. The resolution, if passed by the requisite majority, shall be deemed to have been passed on the last date specified by the Company for e-voting i.e. Wednesday, December 21, 2022. The results of Postal Ballot along with the Scrutinizer's Report will be placed on the website of the Company [https://www.3mindia.in/3M/en\\_IN/company-in/about-3m/financial-facts-local/](https://www.3mindia.in/3M/en_IN/company-in/about-3m/financial-facts-local/) and on the website of KFIN at <https://evoting.kfintech.com/>. The Results will also be communicated to the BSE Limited and National Stock Exchange of India Limited where the Equity Shares of the Company are listed.
7. Shareholders, holding shares in physical mode, who have not registered / updated their e-mail address and contact details with the Company may get the same registered / updated by clicking the link <https://ris.kfintech.com/clientservices/mobileereg/mobileemailreg.aspx> or by sending a request including a request for updating of bank details to Registrar and Transfer Agent. In case of any query, Members may refer to Frequently Asked Questions (FAQs) for shareholders and e-voting user manual for shareholders available at the download section of <https://evoting.karvy.com> or Members may contact the below mentioned officer of the Company/its Registrar and Transfer Agent:-

| Particulars        | KFin Technologies Limited  | 3M India Limited   |
|--------------------|--|--|
| Address            | Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad - 500032 | WeWork Prestige Central 3rd floor, 36 Infantry Road, Tasker Town, Bangalore 560001, India. |
| Name & Designation | Mr. Rajeev Kumar<br>Dy. Manager - Corporate Registry   | Mr. Pratap Rudra Bhuvanagiri<br>Company Secretary & Compliance Officer                     |
| Tel                | 040 6716 1524  | 080 22231414   |
| e-mail id          | rajeev.kr@kfintech.com   | investorhelpdesk.in@mmm.com  |

By order of the Board  
For 3M India Limited  
Pratap Rudra Bhuvanagiri  
Company Secretary & Compliance Officer

Place: Bengaluru  
Date: November 18, 2022

