



Easy Guide

1. Purpose of the Postal Ballot.

- Resolution seeking approval for the appointment of Mr. Sanjay V. Bhandarkar as the Non-Executive Independent Director of the Company.

2. Terms of appointment.

- Term of five years commencing from March 4, 2025 to March 3, 2030.

3. Cut-off date for e-voting.

- Friday, March 14, 2025.

4. Remote e-voting period.

- Option to cast their vote is available to members during the following period:

Opening date	Wednesday, March 26, 2025, 9.00 am (IST)
Closing date	Thursday, April 24, 2025, 5.00 pm (IST)

5. Voting procedure on resolutions.

- Refer Note No. 5, on page 3, of the Postal Ballot Notice.

6. Email ID registration procedure.

- Members, whose e-mail addresses are not registered with the Company/RTA/Depositories/DPs, can click on the link: https://web.in.mpms.mufg.com/EmailReg/Email_Register.html and complete process as mentioned in Note No. 2 on page 2 of the Postal Ballot Notice.
- Last date to register: on or before 5:00 p.m. (IST), Friday, April 18, 2025.

7. I purchased shares on March 14, 2025, however I have not received the Postal Ballot Notice.

- If you purchased Equity Shares on Friday, March 14, 2025, you would have not received the Postal Ballot Notice, as you will not be a Member of the Company as on the Cut-off Date.
- Any purchase or buy order is completed on T+1 day (excluding any Saturday, Sunday and public holidays) where, T = date of placing order.

8. Manner to cast vote, for demat accounts / shares certificates held by joint holders in e-Voting System.

- Only the first holder is recognized for the purpose of sending user ID & password for e-voting. Accordingly, the vote cast by first holder is recognized on behalf of all the joint holders.

9. Helpline number for assistance on e-voting.

- Ms. Pallavi Mhatre, Senior Manager
Toll free no: +91 22 4886 7000
Email ID: evoting@nsdl.com



10. Date of Results of the Postal Ballot

- The results of the Postal Ballot will be announced on or before 5:00 p.m. (IST) on Sunday, April 27, 2025, along with the Scrutinizer's Report.

11. For further queries, contact Registrar and Transfer Agent of the Company.

- **MUFG Intime India Private Limited**
(formerly *Link Intime India Private Limited*)
C-101, Embassy 247, L.B.S. Marg, Vikhroli (West), Mumbai - 400 083|
Tel.: +91 810 811 8484 |Website: <https://www.in.mpms.mufg.com>
or raise a service request through
https://web.in.mpms.mufg.com/helpdesk/Service_Request.html.