



Steps for e-voting and joining the AGM through VC/OAVM for other than Individual Shareholders and Shareholders holding securities in physical mode



scanned copy of PAN card and Aadhaar Card.

- 5. For queries relating to e-voting:
 - Refer Frequently Asked Questions ("FAQs") on NSDL website or.
 - Refer e-voting user manual available on https://www.evoting.nsdl.com.or,
 - Call on +91 22 48867000 or send the request to Pallavi Mhatre, Senior Manager, NSDL, BKC - T301, 3rd Floor, Naman Chambers, G Block, Plot No- C-32, Bandra Kurla Complex, Bandra East, Mumbai- 400051.

Option 2 - Email ID not registered with DP/Company or unable to retrieve initial password-

(i) Visit link https://www.evoting.nsdl.com/

- (ii) Click on "Login" under "Shareholder/Member section"
- (iii) Click on "Forgot User details/Password?" (for shares held in Demat account) or "Physical User Reset Password?" (for shares

(c) shares held in physical mode - Folio no.)

held in physical form)

Option 3 - If you are still unable to reset the password by aforesaid two options then send email to evoting@nsdl.com providing details of Demat account no./folio number, PAN, Name and registered email ID)

Steps to cast vote for Resolutions

- 1. Select e-voting event no. (EVEN) 133724 of TCS i.e., to cast your vote during remote e-voting period and during the AGM.
- 2. Cast your vote by selecting appropriate options i.e., 'For' or 'Against'. Verify or modify the number of shares for which you wish to cast your vote.
- 3. Click on "Submit" and "Confirm" when prompted. Print option is available on the confirmation page.
- 4. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.
- 5. The message "Vote cast successfully" will be displayed and SMS confirmation will be received on your registered mobile no.
- To join the AGM virtually, click on "VC/OAVM" link under "Join Meetina"

Step

Instructions for members for attending the AGM through VC/OAVM

- 1. Members may attend the AGM through VC/OAVM or view the live webcast of AGM at https://www.evoting.nsdl.com following the Step 1 - Login for e-voting system' as mentioned above.
- 2. After successful login, click on VC/OAVM link placed under "Join Meeting" against the Company name 'Tata Consultancy Services Limited'.
- 3. Facility of joining the AGM through VC/OAVM shall open 30 minutes before the time scheduled for the AGM.
- 4. For assistance before or during the meeting contact NSDL on evoting@nsdl.com or +91 22 48867000 or connect with Amit Vishal (Deputy Vice President NSDL) at evoting@nsdl.com or Sanieev Yadav (Assistant Manager - NSDL) at sanjeevy@nsdl.com

×		Shares held in NSDL	Shares held in CDSL
Ipdes	\bowtie	evoting@nsdl.com	helpdesk.evoting@cdslindia.com
H		+91 22 48867000	+1800 21 09911



INSTRUCTIONS FOR E-VOTING AND JOINING THE AGM ARE AS FOLLOWS:

(A) VOTING THROUGH ELECTRONIC MEANS

- i. The Members are provided with the facility to cast their vote electronically, through the e-voting services provided by NSDL, on all the resolutions set forth in the Notice. [Section 108 of the Act, read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time, Regulation 44 of the SEBI Listing Regulations and SEBI Circular no. SEBI/HO/CFD/CMD/ CIR/P/2020/242 dated December 9, 2020 in relation to "e-voting Facility Provided by Listed Entities"]
- ii. The remote e-voting period commences on Sunday, June 15, 2025 from 9.00 a.m. (IST) and ends on Wednesday, June 18, 2025 till 5.00 p.m. (IST). During this period, Members holding shares either in physical form or in dematerialized form, as on Thursday, June 12, 2025, i.e. cut-off date, may cast their vote electronically.

The e-voting module shall be disabled by NSDL for voting thereafter. Members have the option to cast their vote on any of the resolutions using the remote e-voting facility, either during the period commencing from Sunday, June 15, 2025 to Wednesday, June 18, 2025 or e-voting during the AGM. Members who have voted on some of the resolutions during the said voting period are also eligible to vote on the remaining resolutions during the AGM.

- iii. Members who have cast their vote by remote e-voting prior to the AGM may also attend/ participate in the AGM through VC/OAVM but shall not be entitled to cast their vote on such resolution again.
- The voting rights of Members shall be in proportion to their shares in the paid-up equity share capital of the Company as on the cut-off date.
- v. The Board of Directors has appointed P N Parikh (Membership No. FCS 327) and failing him, Jigyasa Ved (Membership No. FCS 6488) of Parikh & Associates, Practising Company Secretaries as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.

vi. Any person holding shares in physical form and non-individual shareholders, who acquires shares of the Company and becomes a Member of the Company after sending of the Notice and holding shares as of the cut-off date, may obtain the User ID and Password by sending a request at <u>evoting@</u> <u>nsdl.com</u> However, if he/she is already registered with NSDL for remote e-voting then he/she can use his/her existing User ID and Password for casting the vote.

In case of individual shareholders holding securities in dematerialized mode and who acquires shares of the Company and becomes a Member of the Company after sending of the Notice and holding shares as of the cut-off date may follow steps mentioned under "Login method for remote e-voting and joining virtual meeting for individual shareholders holding securities in dematerialized mode."

- vii. The way to vote electronically on NSDL e-voting system consists of "Two Steps" as mentioned below:
 - Step 1: Login for e-voting system

Step 2: Casting of votes for Resolutions.

Details on Step 1 are mentioned below :

Login method for remote e-voting and joining the virtual meeting for individual shareholders holding securities in dematerialized mode

Pursuant to SEBI Circular no. SEBI/HO/CFD/CMD/CIR/P/ 2020/242 dated December 9, 2020, on "e-voting facility provided by Listed Entities", e-voting process has been enabled to all the individual demat account holders, by way of single login credential, through their demat accounts/ websites of Depositories/DPs to increase the efficiency of the voting process. Individual demat account holders would be able to cast their vote without having to register again with the e-voting service provider ("ESP") thereby not only facilitating seamless authentication but also ease and convenience of participating in e-voting process. Shareholders are advised to update their mobile number and e-mail ID with their DPs to access e-voting facility.



Login method for Individual Shareholders holding securities in dematerialized mode is given below:

Login Method

For Individual Shareholders holding securities in dematerialized mode with NSDL

A. OTP based login

- 1. For OTP based login click on https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp
- 2. Enter your 8- character DP ID, 8- digit Client Id, PAN, Verification code and generate OTP.
- 3. Enter the OTP received on your registered email ID/mobile number and click on login.
- 4. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-voting page.
- 5. Click on Company name or e-voting service provider i.e. NSDL and you will be redirected to e-voting website of NSDL for casting your vote during the remote e-voting period or joining virtual meeting and voting during the meeting.

B. NSDL IDeAS facility

If you are already registered, follow the below steps

- 1. Visit the e-Services website of NSDL. Open web browser by typing the following URL: <u>https://eservices.nsdl.com/</u> either on a Personal Computer or on a mobile.
- 2. Once the home page of e-Services is launched, click on the "Beneficial Owner" icon under "Login" which is available under "IDeAS" section.
- 3. A new screen will open. You will need to enter your User ID and Password. After successful authentication, you will be able to see e-voting services.
- 4. Click on "Access to e-voting" appearing on the left-hand side under e-voting services and you will be able to see e-voting page.
- 5. Click on options available against Company name or e-Voting service provider- NSDL and you will be re-directed to NSDL e-voting website for casting your vote during the remote e-voting period or joining virtual meeting and e-voting during the meeting.

If you are not registered, follow the below steps

- a. Option to register is available at https://eservices.nsdl.com.
- b. Select "Register Online for IDeAS" Portal or click at https://on.tcs.com/NSDLRegn.
- c. Please follow steps given above in points 1-5.

C. e-voting website of NSDL

- 1. Open web browser and type the following URL: <u>https://www.evoting.nsdl.com</u>/ either on a personal computer or on a mobile phone.
- 2. Once the home page of e-voting system is launched, click on the icon "Login" which is available under 'Shareholder/ Member' section.
- 3. A new screen will open. You will need to enter your User ID (i.e. your sixteen digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen.
- 4. After successful authentication, you will be redirected to NSDL website wherein you can see e-voting page. Click on options available against Company name or e-voting service provider- NSDL and you will be redirected to e-voting website of NSDL for casting your vote during the remote e-voting period or joining virtual meeting and e-voting during the meeting.



Login Method					
D.	Shareholders/Members can also download NSDL Mobile App " NSDL Speede " facility by scanning the QR code mentioned below for seamless voting experience.				
	💣 App Store 🛛 🕨 Google Play				
For	Individual Shareholders holding securities in dematerialized mode with CDSL				
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 who login to Easi/Easiest are requested to visit CDSL website <u>www.cdslindia.com</u> and click on login icon & New System Myeasi Tab and then use the existing my easi username & password.				
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 the 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 or joining virtual meeting & voting during the meeting. Additionally, there is also links provided to access the system of all e-voting service providers, so that the user can visit the e-voting service providers' website directly.				
3.	If the user is not registered for Easi/Easiest, option to register is available at <u>www.cdslindia.com</u> and click on login & New System Myeasi Tab and then click on registration option.				
4.	Alternatively, the user can directly access e-voting page by providing Demat Account Number and PAN from the e-voting link available on <u>www.cdslindia.com</u> home page. The system will authenticate the user by sending OTP on registered Mobile & e-mail 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.				
For Individual Shareholders (holding securities in demat mode) login through their DPs					
1.	You can also login using the login credentials of your demat account through your DP registered with NSDL/CDSL for e-voting facility.				
2.	Once logged-in, you will be able to see the 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.				
3.	Click on options available against Company name or e-voting service provider- NSDL and you will be redirected to e-voting website of NSDL for casting your vote during the remote e-voting period or joining virtual meeting and e-voting during the meeting.				
Impo	mportant note: Members who are unable to retrieve User ID/Password are advised to use Forgot User ID and Forgot Password				

option available at respective websites.

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

Login type	Helpdesk details
Securities held with NSDL	Members facing any issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.com or call at +91 22 48867000
Securities held with CDSL	Please contact CDSL helpdesk by sending a request at <u>helpdesk.evoting@cdslindia.com</u> or contact at toll free no. 1800 21 09911

II) Login method for e-voting and joining virtual meeting for shareholders other than Individual Shareholders holding securities in demat mode and Shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website?

- 1. Visit the e-voting website of NSDL. Open web browser by clicking the URL: <u>https://www.evoting.nsdl.com/</u> either on a Personal Computer or on a mobile.
- 2. Once the home page of e-voting system is launched, click on the icon "Login" which is available under "Shareholder/Member" section.



- 3. A new screen will open. You will have to enter your User ID, Password/OTP and a verification code as shown on the screen.
- 4. Alternatively, if you are registered for NSDL e-services i.e. IDeAS, you can log-in at https://eservices.nsdl.com/ with your existing IDeAS login. Once you login to NSDL e-services after using your login credentials, click on e-voting and you can proceed to Step 2 i.e. Cast your vote electronically.
- 5. Your User ID details are given below:

Ma (NS	nner of holding shares i.e. Demat DL or CDSL) or Physical	Your User ID is:
a)	For Members who hold shares in demat account with NSDL	8 Character DP ID followed by 8 Digit Client ID For example if your DP ID is IN300*** and Client ID is 12***** then your User ID is IN300***12*****
b)	For Members who hold shares in demat account with CDSL	16 Digit Beneficiary ID For example if your Beneficiary ID is 12************************************
c)	For Members holding shares in Physical Form	EVEN Number followed by Folio Number registered with the Company For example if EVEN is 123456 and folio number is 001*** then User ID is 123456001***

- 6. Password details for shareholders other than Individual shareholders are given below:
 - a) If you are already registered for e-voting, then you can use your existing password to login and cast your vote.
 - b) If you are using NSDL e-voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you by NSDL. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
 - c) How to retrieve your 'initial password'?
 - (i) If your e-mail ID is registered in your demat account or with the Company, your 'initial password' is communicated to you on your e-mail ID. Trace the e-mail sent to you from NSDL in your mailbox from <u>evoting@nsdl.com</u>. Open the e-mail and open the attachment i.e. a .pdf file. Open the .pdf file.

The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.

- (ii) In case you have not registered your e-mail address with the Company/Depository, please follow instructions mentioned below.
- 7. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
 - a) Click on "Forgot User Details/Password?" (If you are holding shares in your demat account with NSDL or CDSL) option available on <u>www.</u> evoting.nsdl.com.

- b) "Physical User Reset Password?" (If you are holding shares in physical mode) option available on <u>www.evoting.nsdl.com</u>.
- c) If you are still unable to get the password by aforesaid two options, you can send a request at <u>evoting@nsdl.com</u> mentioning your demat account number/folio number, PAN, name and registered address.
- Members can also use the OTP based login for casting the votes on the e-voting system of NSDL.
- 8. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 9. Now, you will have to click on "Login" button.
- 10. After you click on the "Login" button, home page of e-voting will open.

Details on Step 2 are given below:

How to cast your vote electronically on NSDL e-voting system?

- 1. After successful login at Step 1, you will be able to see all the companies' "EVEN" in which you are holding shares and whose voting cycle and general meeting is in active status.
- Select "EVEN" of Company, which is 133724 for which you wish to cast your vote during the remote e-voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join Meeting".
- 3. Now you are ready for e-voting as the voting page opens.
- 4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify or modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 5. Upon confirmation, the message "Vote cast successfully" will be displayed and you will receive a



confirmation by way of a SMS on your registered mobile number.

- 6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- 7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for shareholders

- It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on https://www.evoting.nsdl.com to reset the password.
- In case of any queries related to e-voting, you may refer the FAQs for Shareholders and e-voting user manual for Shareholders available at the download section of <u>https://www.evoting.nsdl.com</u> or call on +91 22 48867000 or send the request to Pallavi Mhatre, Senior Manager, NSDL at <u>evoting@nsdl.com</u>
- 3. Members may send a request to evoting@nsdl.com for procuring User ID and password for e-voting by providing demat account number/Folio number, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), Aadhaar (self-attested scanned copy of Aadhaar Card). If you are an Individual shareholder holding securities in demat mode, you are requested to refer to the login method explained above.

4. The instructions for Members for e-voting on the day of the AGM are mentioned in point number 21(A).

(B) INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER

 Members will be able to attend the AGM through VC/OAVM or view the live webcast of AGM provided by NSDL at <u>https://www.evoting.nsdl.</u> <u>com</u> following the steps mentioned above for login to NSDL e-voting system. After successful login, you can see VC/OAVM link placed under Join meeting menu against the Company name. You are requested to click on VC/OAVM link placed under "Join Meeting" menu.

Members who do not have the User ID and Password for e-voting or have forgotten the User ID and Password may retrieve the same by following the remote e-voting instructions mentioned in the Notice. Further Members can also use the OTP based login for logging into the e-voting system of NSDL.

- 2. Facility of joining the AGM through VC/OAVM shall open 30 minutes before the time scheduled for the AGM.
- Members who need assistance before or during the meeting, can contact NSDL on <u>evoting@nsdl.com</u> or +91 22 48867000 or contact Amit Vishal, Deputy Vice President - NSDL at <u>evoting@nsdl.com</u> or Sanjeev Yadav, Assistant Manager- NSDL at <u>sanjeevy@nsdl.com</u>