

Quick Guide on 74th Annual General Meeting of the Members of the Company

Day, Date and Time	:	Tuesday, August 31, 2021, 10.30 A.M. (IST)
What time can I log in	:	From 10.00 A.M. (IST) till conclusion of AGM
Cut-off date for e-voting	:	Tuesday, August 24, 2021
E-voting start time and date	:	Friday, August 27, 2021 (9:00 A.M. IST)
E-voting end time and date	:	Monday, August 30, 2021 (5:00 P.M. IST).
EVEN	:	116399

A. How to vote and participate in the AGM?

For Individual Shareholders holding shares through		For Other Shareholders
NSDL	CDSL	
https://eservices.nsdl.com/ (IDeAS e-services)	https://web.cdslindia.com/myeasi/home/login (Easi / Easiest facility)	https://www.evoting.nsdl.com/ (e-Voting module)
OR	OR	
https://www.evoting.nsdl.com/ (e-Voting module)	https://www.evotingindia.com (e-Voting module)	

For detailed procedure please refer point no. 24 of Notes to AGM Notice from pg no. 58 onwards

B. How to retrieve/generate password?

- In case you do not remember your password, you may retrieve/ generate the password by clicking on **"Forgot User Details/Password?" (for DEMAT Holder)** and **"Physical User Reset Password?" (for Physical Holder)** option available on www.evoting.nsdl.com
- If you are still unable to get the password by aforesaid option at (a), you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, PAN, name and registered address.
- Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
- In case of individual shareholder logging through IDeAS who are unable to retrieve User ID/ Password, you are advised to use Forget User ID and Forget Password option through IDeAS e-services portal mentioned at point A.

C. Device compatibility?

You can join the AGM through desktops/laptops/smartphones with high speed internet connectivity. For a good audio-video experience, we request you to ensure below mentioned points:

- Please verify that you have active speakers connected on your device. Verify that they are not muted. Verify the Volume is loud. Ensure you are able to view local video stored on your system.
- Ensure no other background applications are running.
- It is advisable to ensure that your Wi-Fi is not connected to any other device.
- It is highly recommended that you have stable internet connection. The video may freeze if you are watching the stream in transit (the wireless connection may fluctuate depending on signal strength). The video will improve as your internet connection becomes stable.
- For seamless user experience, use internet explorer, google chrome or firefox or safari browser.

D. If you wish to speak at the AGM?

Members who would like to express their views/ask questions during the AGM with regard to the financial statements or any other matter to be placed at the AGM may register themselves as a Speaker by sending their request from their registered email address mentioning their name, DP Id and Client Id / Folio No. and mobile number at cosec@exide.co.in. Such request must reach the Company on or before Tuesday, 24th August, 2021. Those Members who have registered themselves as a Speaker by 24th August, 2021 and have provided adequate details as mentioned above, will only be allowed to express their views/ask questions during the AGM. Speakers are requested to submit their questions at the time of registration, to enable the Company to respond appropriately.

Selection criteria for choosing a Speaker

- i. The Company reserves the right to restrict the number of questions and number of speakers, as appropriate, to ensure the smooth conduct of the AGM.
- ii. Selection of Speakers would be made considering representation from different geographies, diverse categories / professions / age profiles/ gender and using random selection method.
- iii. Infrastructure, connectivity and speed available at the Speaker's location are essential to ensure smooth interaction.

Our representatives would connect with the shortlisted prospective Speakers to check the infrastructure, bandwidth, internet connectivity (upload and download speed) available at the Speaker's location and to guide them on the further process.

E. What is the helpline number in case of queries or difficulties faced?

The helpline numbers are available from Monday to Friday (10 a.m. to 6 p.m.) from date of circulation of the notice till the date of AGM i.e. August 31, 2021.

For	Name	Email Id	Contact no.
Name, address and contact details of e-voting service provider	Mr. Amit Vishal,	evoting@nsdl.co.in	022 24994360 or
	Senior Manager, NSDL		022 24994545 or
	or	1800 222 990 or	
	Ms. Pallavi Mhatre,		1800 22 44 30
	Manager, NSDL		

F. PROCEDURE FOR INSPECTION OF DOCUMENTS

The Register of directors and key managerial personnel and their shareholding, maintained under Section 170 of the Act, and the Register of Contracts or Arrangements in which the directors are interested, maintained under Section 189 of the Act, will be available electronically for inspection by the members during the AGM. All documents referred to in the Notice will also be available for electronic inspection without any fee by the members from the date of circulation of this Notice up to the date of AGM. Members seeking to inspect such documents can send an email to cosec@exide.co.in

Members are requested to carefully read all the Notes set out in the Notice of AGM and in particular, instructions for joining the AGM, manner of casting vote through remote e-voting before or during the AGM.