

## SUZLON ENERGY LIMITED

[CIN: L40100GJ1995PLC025447]

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Near Shri Krishna Complex, Navrangpura, Ahmedabad-380009;

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# SUZLON

POWERING A GREENER TOMORROW

## NOTICE OF POSTAL BALLOT TO THE SHAREHOLDERS AND E-VOTING INSTRUCTIONS

The shareholders of Suzlon Energy Limited (the "Company") are hereby informed that pursuant to the provisions of Section 110 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014 (collectively the "Act", which shall include any statutory modifications, amendments or re-enactments thereto) read with applicable circulars issued by the Ministry of Corporate Affairs, Government of India (the "MCA Circulars"), Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India ("SS-2"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the "Listing Regulations") and any other applicable law, rules and regulations (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), read with the equity listing agreement executed with the stock exchanges on which the equity shares of the Company are listed, the Company has initiated the process of postal ballot ("Postal Ballot"), for seeking approval of the shareholders by way of ordinary / special resolutions (as indicated) for matters as considered in the Resolutions of the Postal Ballot Notice dated 5<sup>th</sup> December 2022 ("Notice" or "Postal Ballot Notice") either by physical ballot or remote e-voting. KFin Technologies Limited, the Company's Registrar and Share Transfer Agent ("KFin"), will provide the remote e-voting facility to enable the shareholders to exercise their right to vote on the resolutions proposed in the Postal Ballot Notice by electronic means.

The Company has, on 6<sup>th</sup> December 2022, completed the despatch of the Postal Ballot Notice to all the shareholders whose name appears on the Register of Members / List of Beneficial Owners as on the Cut-off Date, i.e. Friday, 25<sup>th</sup> November 2022 as under:

- **Electronic form** – Postal Ballot Notice has been sent in electronic form to those shareholders whose email address is registered with the KFin or Depository Participants and such shareholders are requested to record their assent or dissent through remote e-voting facility provided for this Postal Ballot. Shareholders who have received Postal Ballot Notice by email and wish to vote through physical form may download the Postal Ballot Form from the Company's website ([www.suzlon.com](http://www.suzlon.com)) or KFin's website (<https://evoting.kfintech.com>) or seek duplicate Postal Ballot Form from KFin and record their assent or dissent by filling-up the necessary details and putting their signature at the marked place in the Postal Ballot Form and sending the duly completed Postal Ballot Form by courier, registered / speed post (at the expense of the shareholders) so as to reach the Scrutinizer not later than 5.00 p.m. IST on 5<sup>th</sup> January 2023.
- **Physical form** – Postal Ballot Notice along with Postal Ballot Form and self-addressed postage pre-paid envelope has been sent in physical form to those shareholders whose email address is not registered with KFin / Depository Participants and such shareholders are requested to record their assent or dissent either through remote e-voting facility provided for this Postal Ballot or by filling-up the necessary details and putting their signature at the marked place in the Postal Ballot Form and returning the duly completed Postal Ballot Form, in the self-addressed postage pre-paid envelope so as to reach the Scrutinizer, C/o. KFin Technologies Limited, Selenium, Tower B, Plot 31 & 32, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad-500032, Telangana, India, email: [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com); 1800-309-4001 (toll free) not later than 5.00 p.m. IST on 5<sup>th</sup> January 2023. A shareholder who has not received Postal Ballot Form may download the Postal Ballot Form from the Company's website ([www.suzlon.com](http://www.suzlon.com)) or KFin's website (<https://evoting.kfintech.com>) or seek duplicate Postal Ballot Form from KFin. The envelopes containing Postal Ballot Forms, if sent by courier, registered / speed post (at the expense of the shareholders) will also be accepted if received not later than 5.00 p.m. IST on 5<sup>th</sup> January 2023.

Kindly note that the assent or dissent received from the shareholders after 5<sup>th</sup> January 2023 (5.00 p.m. IST) would be strictly treated as if a reply has not been received. A person who is not a shareholder as on the Cut-off Date should treat this Postal Ballot Notice for information purpose only. A copy of this Postal Ballot Notice, Explanatory Statement, remote e-voting instructions and postal ballot forms is available on the Company's website ([www.suzlon.com](http://www.suzlon.com)), KFin's website at (<https://evoting.kfintech.com>) and also on the website of National Stock Exchange of India Limited ([www.nseindia.com](http://www.nseindia.com)) and BSE Limited ([www.bseindia.com](http://www.bseindia.com)). The detailed instructions for remote e-voting have been given in the Postal Ballot Notice.

**The remote e-voting period commences on Wednesday, 7<sup>th</sup> December 2022 (9.00 a.m. IST) up to Thursday, 5<sup>th</sup> January 2023 (5.00 p.m. IST).** During this period, the shareholders of the Company holding fully paid-up and partly paid-up shares either in physical form or in demat form, as on the **Cut-off Date, i.e. Friday, 25<sup>th</sup> November 2022**, may cast their vote by remote e-voting. The remote e-voting shall not be allowed after 5<sup>th</sup> January 2023 (5.00 p.m. IST) and the remote e-voting module shall be disabled by KFin for voting thereafter. Once the vote on a resolution is cast by a shareholder, whether partially or otherwise, the shareholder shall not be allowed to change it subsequently or cast the vote again.

**The shareholders are requested to cast their vote for both fully paid-up shares (EVEN 7116) as well as partly paid-up shares (EVEN 7117), as the case may be. The voting rights of the shareholders shall be in proportion to their shares in the paid-up equity share capital of the Company as on the Cut-off Date, i.e. Friday, 25<sup>th</sup> November 2022.**

In case of any queries, you may refer the Frequently Asked Questions (FAQs) for shareholders and e-voting User Manual for shareholders available at the download section of <https://evoting.kfintech.com>. In case of any queries / concern / grievances, you may contact Mr. Ganesh Chandra Patro, Asst. Vice President, KFin, Selenium, Tower B, Plot 31 & 32, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad-500032, Telangana, India, at email: [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com); 1800-309-4001 (toll free).

The Company has appointed Mr. D S M Ram (Membership No.A14939 and Certificate of Practice No.4239), Proprietor of DSMR & Associates, Company Secretaries, Hyderabad, as the Scrutinizer for conducting the Postal Ballot process in a fair and transparent manner. The Scrutinizer will submit his report after completion of the scrutiny on or before Saturday, 7<sup>th</sup> January 2023. The Chairman, or any other person authorised by the Chairman, shall declare the result of the voting forthwith and the same will be communicated to the National Stock Exchange of India Limited and the BSE Limited and shall also be available on the Company's website ([www.suzlon.com](http://www.suzlon.com)) and on KFin's web link (<https://evoting.kfintech.com>) as also displayed at the registered office and the corporate office of the Company. The resolutions, if assented by the requisite majority, shall be deemed to be passed on the last date specified for e-voting / receipt of postal ballot forms, i.e. 5<sup>th</sup> January 2023, in terms of SS-2.

All the relevant documents, if any, shall be open for inspection at the Registered office and Corporate office of the Company between 2.00 p.m. and 5.00 p.m. on all working days (except Saturdays, Sundays and Holidays). Such documents shall also be made available on the Company's website ([www.suzlon.com](http://www.suzlon.com)) to facilitate online inspection till the date of announcement of the results of this Postal Ballot.

For Suzlon Energy Limited

Sd/-

Geetanjali S.Vaidya,  
Company Secretary.

6<sup>th</sup> December 2022

Pune

Financial Express English - 7/12/2022



