

July 3, 2021

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai - 400001.

National Stock Exchange of India Ltd.,
Exchange Plaza, C/1, G Block,
Bandra - Kurla Complex, Bandra (E),
Mumbai - 400051.

Scrip ID: BSOF
Scrip Code: 532400

Symbol: BSOF
Series: EQ

Kind Attn: The Manager,
Department of Corporate Services

Kind Attn: The Manager,
Listing Department

Subject: - Newspaper Publication titled “Notice of the Thirtieth Annual General Meeting and e-voting information”.

Dear Sir/Madam,

Please find enclosed clippings of the newspaper publication titled “Notice of the Thirtieth Annual General Meeting and e-voting information”, published in today’s Financial Express, Indian Express and Loksatta. The same are also available on the Company’s website at www.birlasoft.com.

This is for your information and records.

Thanking you.

Yours faithfully,

For Birlasoft Limited



Sneha Padve
Company Secretary & Compliance Officer

Encl.:- As mentioned above.

Birlasoft Limited

Registered Office: 35 & 36, Rajiv Gandhi Infotech Park, Phase - I, MIDC, Hinjawadi, Pune (MH) 411057, India

Tel: +91 20 6652 5000 | Fax +91 20 6652 5001 | contactus@birlasoft.com | www.birlasoft.com

CIN: L72200PN1990PLC059594

Birlasoft Limited

Registered Office: 35 & 36, Rajiv Gandhi Infotech Park, Phase - I, MIDC, Hinjawadi, Pune (MH) 411057, India
Tel: +91 20 6652 5000 | Fax: +91 20 6652 5001 | contactus@birlasoft.com | www.birlasoft.com | CIN: L72200PN1990PLC059594

CK BIRLA GROUP

birlasoft

Enterprise to the
Power of Digital™

Notice of the Thirtieth Annual General Meeting and e-voting information

- NOTICE** is hereby given that the Thirtieth Annual General Meeting ("the AGM") of Birlasoft Limited will be held on **Wednesday, July 28, 2021, at 04:00 p.m. (IST)**, through Video Conferencing/Other Audio Visual Means ("VC/OAVM") facility, to transact the business as set out in the AGM Notice, in compliance with the relevant circulars issued by the Ministry of Corporate Affairs ("the MCA Circulars") and by the Securities and Exchange Board of India ("the SEBI Circulars") and in compliance with the provisions of the Companies Act, 2013 ("the Act") and the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015 ("SEBI (LODR) Regulations, 2015"), without the physical presence of the members at a common venue.
- In compliance with the MCA circulars, the SEBI Circulars and the SEBI (LODR) Regulations, 2015, the requirement of sending the physical copy of AGM Notice and Annual Report to members has been dispensed with and hence, the Annual Report 2020-21 including the AGM Notice, financial statements (along with Board's Report, Auditor's Reports and other documents required to be attached therewith), have been sent only through electronic mode to those members whose e-mail IDs are registered with the Registrar & Transfer Agent ("RTA") or the respective Depository Participants ("DPs"). Members may note that the AGM Notice and the Annual Report 2020-21 are also available on the Company's website at <https://www.birlasoft.com/company/investors/policies-reports-filings>, websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively, and on the website of National Securities Depository Limited ("NSDL") at <https://www.evoting.nsdl.com>.
- The Company has engaged the services of NSDL as the authorized agency for conducting of the AGM through VC/OAVM facility and for providing electronic voting ("e-voting") facility to its members, to exercise their votes through the remote e-voting and e-voting at the AGM.
- The Board has appointed Mr. Jayavant Bhavne - Proprietor of J. B. Bhavne & Co, Practising Company Secretaries (Membership No. - F4266), as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
- In terms of the MCA Circulars, since the physical attendance of the members has been dispensed with, there is no requirement of appointment of proxies. Accordingly, the facility of appointment of proxies by the members under Section 105 of the Act, will not be available for the AGM.
- The business as set forth in the AGM Notice may be transacted through remote e-voting or e-voting at the AGM. The members may be informed that:
 - Date of dispatch of the Annual Report 2020-21 along with the AGM Notice through e-mails: **Friday, July 2, 2021.**
 - Cut-off Date for determining the eligibility of members for the purpose of voting through remote e-voting, for participation in the AGM through VC/OAVM facility and e-voting during the AGM: **Wednesday, July 21, 2021.**
 - Record Date for determining eligibility of members to receive final dividend for the financial year ended March 31, 2021, if approved at the AGM: **Friday, July 16, 2021.**
 - Date and time of commencement of remote e-voting: **Saturday, July 24, 2021, at 09:00 a.m. (IST).**
 - Date and time of end of remote e-voting: **Tuesday, July 27, 2021, at 05:00 p.m. (IST).** Remote e-voting shall not be allowed beyond 05:00 p.m. (IST) on Tuesday, July 27, 2021.
 - The members who have cast their vote by remote e-voting may also attend the AGM but shall not be entitled to cast their vote again. Once the vote is cast, the member shall not be allowed to change it subsequently.
 - Electronic Voting Event Number (EVEN): **116249.**
 - Only those members, who will be present in the AGM through VC/OAVM facility and have not cast their vote on the resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through e-voting at the AGM.
 - A person, whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the Depositories as on the Cut-off Date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through e-voting facility.
 - If the final dividend, as recommended by the Board of Directors, is approved at the AGM, payment of such dividend subject to Deduction of Tax at Source ("TDS") will be made within the statutory time limit of 30 days.
 - Any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the AGM Notice and holds shares as on the Cut-off Date i.e. Wednesday, July 21, 2021, may obtain the User ID and Password by sending a request at evoting@nsdl.co.in. However, if such person is already registered with NSDL for remote e-voting then he/she can use his/her existing User ID and Password for casting his/her vote. A person who is not a member as on the Cut-off Date should treat this Notice of the AGM for information purpose only.
 - Members can attend and participate in the AGM through VC/OAVM facility only. The instructions for joining the AGM are provided in the AGM Notice. Members attending through VC/OAVM facility, shall be counted for the purpose of reckoning the Quorum under Section 103 of the Act.
 - In case of any queries**, members may -
 - Refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or
 - Call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request at evoting@nsdl.co.in or
 - Contact Mr. Amit Vishal, Senior Manager or Ms. Pallavi Mhatre, Manager, National Securities Depository Limited, Trade World, 'A' Wing, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai - 400013, at the designated e-mail ID: evoting@nsdl.co.in or at telephone nos.: 1800 1020 990 and 1800 22 44 30.
 Members who need assistance before or during the AGM, can also contact them on the above-mentioned details.
- Process for those members whose e-mail IDs are not registered with the DPs/RTA for procuring User ID and Password and registration of e-mail IDs for e-voting for the resolutions set out in this notice:**
 - In case shares are held in physical form, please provide Folio No., name of member, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by e-mail to sandip.pawar@linkintime.co.in.
 - In case shares are held in demat form, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account Statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to evoting@nsdl.co.in.
- Members can register their e-mail IDs and Permanent Account Number ("PAN") as per the below process:**
 - Members holding shares in physical form:** The members of the Company holding shares in physical form and who have not registered their e-mail IDs may get their e-mail IDs registered with our RTA - Link Intime India Private Limited, by clicking the link: https://linkintime.co.in/emailreg/email_register.html or through their website www.linkintime.co.in > Investor Services > E-mail/Bank Registration > Select "**Birlasoft Limited**" and follow the registration process as guided therein. The members are requested to provide details such as Name, Folio Number, Certificate Number, PAN, Mobile Number and e-mail ID and also upload the image of share certificate in PDF or JPEG format (up to 1 MB) and other supporting documents.
On submission of the member's details, an OTP will be received by the member, which needs to be entered in the link for verification and submit thereafter.
 - Members holding shares in dematerialized form:** The members are requested to register their e-mail IDs, in respect of shares held in dematerialized form with their respective DPs by following the procedure as prescribed by them.
- In order to receive dividend/s electronically in timely manner, members are requested to register/update their complete bank details:
 - with their respective DPs with whom they maintain their demat accounts if shares are held in dematerialized form by submitting the requisite documents, and
 - with RTA, if shares are held in physical form, by submitting (i) scanned copy of the signed request letter which shall contain member's name, folio number, bank details such as name of the bank and branch details, bank account number, MICR code, IFSC code, etc., (ii) self-attested copy of the PAN card and (iii) cancelled cheque leaf.
Members are also requested to intimate changes, if any, pertaining to their name, postal address, e-mail ID, mobile numbers, PAN, mandates, nominations, power of attorney, etc.
- Pursuant to the Finance Act, 2020, dividend income will be taxable in the hands of the members and the Company is required to deduct TDS from dividend paid to the members at prescribed rates in the Income-tax Act, 1961. To enable the Company to apply correct TDS rates, the members are requested to furnish prescribed documentation **on the portal of RTA** on or before **Tuesday, July 20, 2021 (06:00 p.m. IST)**.
- A detailed communication with respect to the matters mentioned in Sr. Nos. 9 & 10 above, is already sent to the members on Wednesday, June 23, 2021, whose e-mail IDs are registered with the RTA/the DPs respectively and published in the newspapers on Friday, June 25, 2021 and the same is also available on the website of the Company at <https://www.birlasoft.com/company/investors/policies-reports-filings>. Further, these details are also mentioned in the AGM Notice.

For Birlasoft Limited

Place: Pune
Date: July 2, 2021

Sd/-
Sneha Padve
Company Secretary & Compliance Officer

Birlasoft Limited

Registered Office: 35 & 36, Rajiv Gandhi Infotech Park, Phase - I, MIDC, Hinjawadi, Pune (MH) 411057, India
Tel: +91 20 6652 5000 | Fax: +91 20 6652 5001 | contactus@birlasoft.com | www.birlasoft.com | CIN: L72200PN1990PLC059594

CK BIRLA GROUP

birlasoft

Enterprise to the
Power of Digital™

Notice of the Thirtieth Annual General Meeting and e-voting information

- NOTICE** is hereby given that the Thirtieth Annual General Meeting ("the AGM") of Birlasoft Limited will be held on **Wednesday, July 28, 2021, at 04:00 p.m. (IST)**, through Video Conferencing/Other Audio Visual Means ("VC/OAVM") facility, to transact the business as set out in the AGM Notice, in compliance with the relevant circulars issued by the Ministry of Corporate Affairs ("the MCA Circulars") and by the Securities and Exchange Board of India ("the SEBI Circulars") and in compliance with the provisions of the Companies Act, 2013 ("the Act") and the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015 ("SEBI (LODR) Regulations, 2015"), without the physical presence of the members at a common venue.
- In compliance with the MCA circulars, the SEBI Circulars and the SEBI (LODR) Regulations, 2015, the requirement of sending the physical copy of AGM Notice and Annual Report to members has been dispensed with and hence, the Annual Report 2020-21 including the AGM Notice, financial statements (along with Board's Report, Auditor's Reports and other documents required to be attached therewith), have been sent only through electronic mode to those members whose e-mail IDs are registered with the Registrar & Transfer Agent ("RTA") or the respective Depository Participants ("DPs"). Members may note that the AGM Notice and the Annual Report 2020-21 are also available on the Company's website at <https://www.birlasoft.com/company/investors/policies-reports-filings>, websites of the Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively, and on the website of National Securities Depository Limited ("NSDL") at <https://www.evoting.nsdl.com>.
- The Company has engaged the services of NSDL as the authorized agency for conducting of the AGM through VC/OAVM facility and for providing electronic voting ("e-voting") facility to its members, to exercise their votes through the remote e-voting and e-voting at the AGM.
- The Board has appointed Mr. Jayavant Bhavne - Proprietor of J. B. Bhavne & Co, Practising Company Secretaries (Membership No. - F4266), as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
- In terms of the MCA Circulars, since the physical attendance of the members has been dispensed with, there is no requirement of appointment of proxies. Accordingly, the facility of appointment of proxies by the members under Section 105 of the Act, will not be available for the AGM.
- The business as set forth in the AGM Notice may be transacted through remote e-voting or e-voting at the AGM. The members may be informed that:
 - Date of dispatch of the Annual Report 2020-21 along with the AGM Notice through e-mails: **Friday, July 2, 2021.**
 - Cut-off Date for determining the eligibility of members for the purpose of voting through remote e-voting, for participation in the AGM through VC/OAVM facility and e-voting during the AGM: **Wednesday, July 21, 2021.**
 - Record Date for determining eligibility of members to receive final dividend for the financial year ended March 31, 2021, if approved at the AGM: **Friday, July 16, 2021.**
 - Date and time of commencement of remote e-voting: **Saturday, July 24, 2021, at 09:00 a.m. (IST).**
 - Date and time of end of remote e-voting: **Tuesday, July 27, 2021, at 05:00 p.m. (IST).** Remote e-voting shall not be allowed beyond 05:00 p.m. (IST) on Tuesday, July 27, 2021.
 - The members who have cast their vote by remote e-voting may also attend the AGM but shall not be entitled to cast their vote again. Once the vote is cast, the member shall not be allowed to change it subsequently.
 - Electronic Voting Event Number (EVEN): **116249.**
 - Only those members, who will be present in the AGM through VC/OAVM facility and have not cast their vote on the resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through e-voting at the AGM.
 - A person, whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the Depositories as on the Cut-off Date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through e-voting facility.
 - If the final dividend, as recommended by the Board of Directors, is approved at the AGM, payment of such dividend subject to Deduction of Tax at Source ("TDS") will be made within the statutory time limit of 30 days.
 - Any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the AGM Notice and holds shares as on the Cut-off Date i.e. Wednesday, July 21, 2021, may obtain the User ID and Password by sending a request at evoting@nsdl.co.in. However, if such person is already registered with NSDL for remote e-voting then he/she can use his/her existing User ID and Password for casting his/her vote. A person who is not a member as on the Cut-off Date should treat this Notice of the AGM for information purpose only.
 - Members can attend and participate in the AGM through VC/OAVM facility only. The instructions for joining the AGM are provided in the AGM Notice. Members attending through VC/OAVM facility, shall be counted for the purpose of reckoning the Quorum under Section 103 of the Act.
 - In case of any queries**, members may -
 - Refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or
 - Call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request at evoting@nsdl.co.in or
 - Contact Mr. Amit Vishal, Senior Manager or Ms. Pallavi Mhatre, Manager, National Securities Depository Limited, Trade World, 'A' Wing, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai - 400013, at the designated e-mail ID: evoting@nsdl.co.in or at telephone nos.: 1800 1020 990 and 1800 22 44 30.Members who need assistance before or during the AGM, can also contact them on the above-mentioned details.
- Process for those members whose e-mail IDs are not registered with the DPs/RTA for procuring User ID and Password and registration of e-mail IDs for e-voting for the resolutions set out in this notice:**
 - In case shares are held in physical form, please provide Folio No., name of member, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by e-mail to sandip.pawar@linkintime.co.in.
 - In case shares are held in demat form, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account Statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to evoting@nsdl.co.in.
- Members can register their e-mail IDs and Permanent Account Number ("PAN") as per the below process:**
 - Members holding shares in physical form:** The members of the Company holding shares in physical form and who have not registered their e-mail IDs may get their e-mail IDs registered with our RTA - Link Intime India Private Limited, by clicking the link: https://linkintime.co.in/emailreg/email_register.html or through their website www.linkintime.co.in > Investor Services > E-mail/Bank Registration > Select "Birlasoft Limited" and follow the registration process as guided therein. The members are requested to provide details such as Name, Folio Number, Certificate Number, PAN, Mobile Number and e-mail ID and also upload the image of share certificate in PDF or JPEG format (up to 1 MB) and other supporting documents.
On submission of the member's details, an OTP will be received by the member, which needs to be entered in the link for verification and submit thereafter.
 - Members holding shares in dematerialized form:** The members are requested to register their e-mail IDs, in respect of shares held in dematerialized form with their respective DPs by following the procedure as prescribed by them.
- In order to receive dividend/s electronically in timely manner, members are requested to register/update their complete bank details:
 - with their respective DPs with whom they maintain their demat accounts if shares are held in dematerialized form by submitting the requisite documents, and
 - with RTA, if shares are held in physical form, by submitting (i) scanned copy of the signed request letter which shall contain member's name, folio number, bank details such as name of the bank and branch details, bank account number, MICR code, IFSC code, etc., (ii) self-attested copy of the PAN card and (iii) cancelled cheque leaf.
Members are also requested to intimate changes, if any, pertaining to their name, postal address, e-mail ID, mobile numbers, PAN, mandates, nominations, power of attorney, etc.
- Pursuant to the Finance Act, 2020, dividend income will be taxable in the hands of the members and the Company is required to deduct TDS from dividend paid to the members at prescribed rates in the Income-tax Act, 1961. To enable the Company to apply correct TDS rates, the members are requested to furnish prescribed documentation **on the portal of RTA** on or before **Tuesday, July 20, 2021 (06:00 p.m. IST)**.
- A detailed communication with respect to the matters mentioned in Sr. Nos. 9 & 10 above, is already sent to the members on Wednesday, June 23, 2021, whose e-mail IDs are registered with the RTA/the DPs respectively and published in the newspapers on Friday, June 25, 2021 and the same is also available on the website of the Company at <https://www.birlasoft.com/company/investors/policies-reports-filings>. Further, these details are also mentioned in the AGM Notice.

For Birlasoft Limited

Place: Pune
Date: July 2, 2021

Sd/-
Sneha Padve
Company Secretary & Compliance Officer

बिरलासॉफ्ट लिमिटेड

नोंदणीकृत कार्यालय: ३४ व ३६, रजनीव गांधी इन्फोटेक पार्क, फ्लोर-1, एमआयडीसी, हिंजवडी, पुणे (महाराष्ट्र) - ४११००५, भारत | दूरध्वनी क्र.: +९१ २० ६५५२५००० |
फॅक्स क्र.: +९१ २० ६५५२५००१ | ई-मेल: contactus@birlasoft.com | संपर्कस्थळ: www.birlasoft.com | सीआयएस एलएच२२००पीएल९९०पीएलसी०५१५४

CK BIRLA GROUP

birlasoft

Enterprise to the Power of Digital™



तिसाव्या वार्षिक सर्वसाधारण सभेची सूचना आणि ई-वोटिंग संदर्भातील माहिती

- यानुसार सूचना देण्यात येते की, बिरलासॉफ्ट लिमिटेडची तिसावी वार्षिक सर्वसाधारण सभा ("एजीएम") व्हीडीओ कॉन्फरन्स /अन्य दृकश्राव्य ("व्हीसी/ओएफडीएम") पध्दतीनी बुधवार, जुलै २६, २०२१ रोजी, दुसरी ०९:०० वाजता (भारतीय प्रमाणवेळ) एजीएमच्या सूचनेत नमूद केल्यानुसार कामकाज पार पाडण्यासाठी कंपनी व्यवहार मंत्रालयाने जारी केलेली सर्वसाधारण परिपत्रके (यानुसार उल्लेख "दि एसीए परिपत्रके") आणि सिक््युरिटीज अँड एक्सचेंज बोर्ड ऑफ इंडिया ("दि सेबी परिपत्रके") यानी जारी केलेले परिपत्रके यानुसार आणि कंपनीन् अँक्ट, २०१३ ("दि अँक्ट") आणि सिक््युरिटीज अँड एक्सचेंज बोर्ड ऑफ इंडिया (लिस्टिंग ऑर्गनायझर अँड डिव्हलपमेंट रिग्युलॅटर्स) रेग्युलेशन्स, २०१५ ("सेबी (एलओडीआर) रेग्युलेशन्स, २०१५") मधील तरतुदीची पूर्तता करून सामूहिक ठिकाणी सभासदांची प्रत्यक्ष उपस्थिती न ठेवता आयोजित करण्यात आली आहे.
- वर नमूद केल्याप्रमाणे एसीए परिपत्रके आणि सेबी परिपत्रके आणि सेबी (एलओडीआर) रेग्युलेशन्स, २०१५ मधील नियमावली, एजीएमची सूचना आणि वार्षिक अहवाल याच्या प्रत्यक्ष प्रती सभासदांना पाठविण्याची आवश्यकता नाही आणि त्यामुळे एजीएमच्या सूचनेसह २०२०-२१ चा वार्षिक अहवाल, वित्तीय निवेदन (संचालक मंडळाचा अहवाल, लेखा परिक्षकांचा अहवाल आणि त्यासह जोडावयाची अन्य कागदपत्रे) फक्त इलेक्ट्रॉनिक पध्दतीने अशा सभासदांना पाठविण्यात आली आहेत ज्यांचे ई-मेल आयडी रजिस्ट्रार अँड ट्रान्स्पार एजंट ("आरटीए") किंवा संबंधित डिपॉझिटरी पार्टीसिपल्स ("डीपीज") यांच्याकडे नोंदविण्यात आलेले आहेत. कृपया सभासदांनी याची नोंद घ्यावी की, एजीएम सूचना आणि २०२०-२१ चा वार्षिक अहवाल कंपनीचे संकेतस्थळ <https://www.birlasoft.com/company/investors/policies-reports-filings>, वर आणि स्टॉक एक्सचेंजस म्णजे बीएसई लिमिटेड आणि नॅशनल स्टॉक एक्सचेंज ऑफ इंडिया लिमिटेड यांचे संकेतस्थळ अनुक्रमे www.bseindia.com आणि www.nseindia.com, नॅशनल सिक््युरिटीज डिपॉझिटरी लिमिटेड ("एनएसडीएल") यांचे संकेतस्थळ <https://www.evoting.nsdl.com> येथे ही उपलब्ध आहेत.
- आपल्या सभासदांना रिमोट ई-वोटिंगद्वारे तसेच एजीएमच्या वेळी ई-वोटिंगद्वारे मतदान करता यावे याकरिता एजीएमचे आयोजन व्हीसी/ओएफडीएम सुविधेद्वारे करण्यासाठी आणि सभासदांना इलेक्ट्रॉनिक वोटिंग ("ई-वोटिंग") सुविधा देण्यासाठी एनएसडीएल यांची अधिकृत एजन्सी नियुक्त केली आहे.
- संचालक मंडळाने श्री. अश्वतथ मावे-प्रोप्रायटर जे. बी. मावे अँड के. प्रॉक्टिसिंग कंपनी सेक्रेटरीज (मॅबरशिप नं. एफ-४२६६) यांची ई-वोटिंग प्रक्रिया बुल्या आणि पारदर्शक वातावरणात पार पडावी यासाठी निरिच्छक म्हणून नियुक्ती केली आहे.
- एसीए परिपत्रकातील नियमांनुसार, सभासदांची प्रत्यक्ष उपस्थिती आवश्यक नसल्याचे प्रतिनिधी नियुक्त करण्याचीही परवानगी आहे, त्यानुसार कायदातील कलम १०५ अनुसार एजीएमच्या वेळी सभासदांना त्यांचे प्रतिनिधी नियुक्त करण्याची सुविधा उपलब्ध नाही.
- एजीएमच्या सूचनेत नमूद करण्यात आलेल्या कार्यक्रमातील कामकाज रिमोट ई-वोटिंगद्वारे किंवा एजीएमच्या वेळी ई-वोटिंगद्वारे पार पाडण्यात येईल. सभासदांना कळविण्यात येते की:
 - एजीएमच्या सूचनेसही २०२०-२१ चा वार्षिक अहवाल ई-मेलद्वारे पाठविण्याची तारीख शुक्रवार, जुलै २, २०२१.
 - रिमोट ई-वोटिंगद्वारे मतदान करणे एजीएममध्ये व्हीसी/ओएफडीएमद्वारे सहभाग घेणे आणि एजीएम घ्यावेकी मतदान करण्याकरिता सभासदांची पात्रता निश्चित करण्यासाठी कट-ऑफ तारीख बुधवार, जुलै २१, २०२१.
 - एजीएम मध्ये मार्ग करण्यात आल्यास ३१ मार्च, २०२१ रोजी संपण्याच्या आर्थिक वर्षाकरिता सभासदांना अंतिम लाभांश प्राप्त होण्याकरिता पात्रता निश्चित करण्यासाठी नोंदणीची तारीख शुक्रवार, जुलै १६, २०२१.
 - रिमोट ई-वोटिंग सुरु होण्याची तारीख आणि वेळ शनिवार, जुलै २४, २०२१, सकाळी ०९:०० वाजता (भारतीय प्रमाणवेळ)
 - रिमोट ई-वोटिंग समाप्त होण्याची तारीख आणि वेळ मंगळवार, जुलै २७, २०२१, सायं. ०५:०० वाजता (भारतीय प्रमाणवेळ) नंतर रिमोट ई-वोटिंगला अनुमती दिली जाणार नाही.
 - ज्या सभासदांनी रिमोट ई-वोटिंगद्वारे मतदान केले आहे त्यांना एजीएमला उपस्थित राहता येईल, परंतु त्यांना पुन्हा मतदान करता येणार नाही. एकदा मतदान केल्यानंतर सभासदास त्यानंतर ते बदलता येणार नाही.
 - इलेक्ट्रॉनिक वोटिंग इव्हेंट नं. (ईव्हीईएम) ११६२४३ आहे.
 - फक्त ते सभासद जे व्हीसी/ओएफडीएम सुविधेद्वारे एजीएमच्या वेळी उपस्थित राहतील आणि त्यांनी ठरावांवर रिमोट ई-वोटिंगद्वारे मतदान केलेले नाही आणि अप्रत्यक्ष त्यांनी तसे करण्यास प्रोत्साहित करण्यात आलेले नाही, अशांना एजीएमच्या वेळी ई-वोटिंग सुविधेद्वारे मतदान करता येईल.
 - आय. फक्त ज्या व्यक्तीचे नाव डिपॉझिटरीज यांनी ठेवलेल्या सभासदांच्या किंवा लाभधारक व्यक्तीच्या यादीत कट-ऑफ डेटला असेल अशा व्यक्तींना रिमोट ई-वोटिंग तसेच एजीएमच्या वेळी ई-वोटिंग सुविधेद्वारे मतदान करण्याचा अधिकार असेल.
 - संचालक मंडळाने शिफारस केलेला अंतिम लाभांश एजीएममध्ये मंजूर करण्यात आला तर, अशा लाभांशाची देयता स्रोताच्या वेळी कपात ("टीडीएस") याच्या अधीन राहून ३० दिवसांच्या कायदेशीर मुदतीत पेमेंट करण्यात येईल.
 - कोणत्याही व्यक्तीने कंपनीचे समभाग धारण केले आणि एजीएमची सूचना स्वानुकरणात आल्यानंतर सभासद झाला असेल आणि कट-ऑफ डेटला म्हणजे बुधवार, जुलै २१, २०२१ रोजी असे समभाग धारण करित असेल तर त्यांस evoting@nsdl.co.in वर विनंती पाठवून यूनर आयडी आणि पासवर्ड प्राप्त करता येईल. मात्र अशी व्यक्ती रिमोट ई-वोटिंगसाठी एनएसडीएलकडे ऑनलाईन नोंदणीकृत असेल तर त्याला/तिला, त्याचा/तिचा सध्याचा यूनर आयडी आणि पासवर्ड त्यांचे/त्यांचे मतदान करण्यासाठी वापरता येईल. जी व्यक्ती कट-ऑफ डेटला सभासद नसले अशा व्यक्तीने ही एजीएमची सूचना कळविल्याची हेतूने आहे असे समजावे.
 - सभासद एजीएममध्ये फक्त व्हीसी/ओएफडीएम सुविधेद्वारे सहभागी होऊ शकतात. एजीएममध्ये सहभागी होण्याच्या सूचना नोंदिसावजे नमूद केल्या आहेत. व्हीसी/ओएफडीएम सुविधेद्वारे सहभागी होणाऱ्या सभासदांची कायदाच्या कलम १०३ नुसार किमान गणसंख्येत मोजणी करण्यात येईल.
- सभासदांना जर काही शंका असेल, तर-
 - भाषाधारकांकरिता वारंवार विचारले जाणारे प्रश्न (एनएफएल) आणि भाषाधारकांसाठी ई-वोटर यूनर मॅन्युअल www.evoting.nsdl.com वरील डाऊनलोड सेक्शनमध्ये पहावे किंवा
 - टोल फ्री नं. १८०० १०२० ९९० आणि १८०० २२ ४४ ३० वर फोन करावा किंवा evoting@nsdl.co.in वर विनंती पाठवावी किंवा
 - श्री. अनिल विहाल, वरिष्ठ व्यवस्थापक किंवा पडवी म्हाते, मॅनेजर, नॅशनल सिक््युरिटीज डिपॉझिटरी लिमिटेड, ट्रेड वर्ल्ड, 'ए' फ्लोर, ४ था मजला, कमला मिल्स कंपाउंड, सेनापती बापट मार्ग, लोअर फ्लोर, मुंबई - ४०००१३ येथे यासाठी असलेले ई-मेल आयडी evoting@nsdl.co.in किंवा दूरध्वनी क्र. १८०० १०२० ९९० आणि १८०० २२ ४४ ३० वर संकेत साधावा.
- एजीएमच्या आधी किंवा त्यावेळी ज्या सभासदांना सहकार्य हवे असेल त्यांनीही वर नमूद केलेल्या तपशिलनुसार संपर्क करावा.
- ज्या सभासदांचे डिपॉझिटरी/आरटीए यांच्याकडे ई-मेल आयडी नोंदविण्यात आलेले नाहीत त्यांनी यूनर आयडी आणि पासवर्ड प्राप्त करणे आणि रगूनत नमूद केल्यानुसार ठरावांवर मतदान करण्यासाठीची नोंद करणे यासाठी प्रक्रिया:
 - प्रत्यक्ष स्वतःचा समभाग धारण केलेले असतील तर, फोलिओ नं., सभासदांचे नाव, शेअर सर्टिफिकेटची स्कॅन कॉपी (जंत आणि बॅक), पॅन (पॅनकाडची स्वयंसाक्षात्कृत प्रत), आधार (आधार कार्डची स्वयंसाक्षात्कृत प्रत) ई-मेल द्वारे sandip.pawar@linkintime.co.in वर पाठवावी.
 - अप्रत्यक्ष स्वतःचा समभाग धारण करित असल्यास कृपया, डीपीआयडी-सीएनआयडी (१६ डिजिट डीपीआयडी + सीएनआयडी किंवा १६ डिजिट डीपीआयडी + सीएनआयडी) आणि पॅन (पॅनकाडची स्वयंसाक्षात्कृत प्रत) किंवा एनएसडीएलकडे ऑनलाईन नोंदणीकृत असेल तर त्याला/तिला, त्याचा/तिचा सध्याचा यूनर आयडी आणि पासवर्ड त्यांचे/त्यांचे मतदान करण्यासाठी वापरता येईल. जी व्यक्ती कट-ऑफ डेटला सभासद नसले अशा व्यक्तीने ही एजीएमची सूचना कळविल्याची हेतूने आहे असे समजावे.
- सभासदांना पुढे (नमूद केल्यानुसार त्यांचे ई-मेल आयडी आणि पॅनकाडची स्वयंसाक्षात्कृत प्रत) ("पॅन") नोंदविता येतील:
 - प्रत्यक्ष समभाग धारण करणारे सभासद: कंपनीच्या ज्या सभासदांकडे प्रत्यक्ष स्वतःपातील समभाग आहेत आणि ज्यांनी आपले ई-मेल आयडी नोंदविलेले नाहीत त्यांना त्यांचे ई-मेल आयडी आमच्या आरटीए-लिक इनट्राईम इंडिया प्रायव्हेट लिमिटेड यांच्याकडे लिंक: https://linkintime.co.in/emailreg/email_register.html वर क्लिक करून किंवा त्यांचे संकेतस्थळ www.linkintime.co.in > Investor Services > E-mail/ Bank Registration > Select वरून "बिरलासॉफ्ट लिमिटेड" सिलेक्ट करून आणि त्यामध्ये नोंदणीसाठी विहित केलेली प्रक्रिया पूर्ण करून घ्यावी. सभासदांना विनंती करण्यात येते की त्यांनी सर्व तापशिल जसे की, नाव, फोलिओ नंबर, सर्टिफिकेट नंबर, पॅन, मोबाईल नंबर आणि ई-मेल आयडी देऊन त्याचवेळी शेअर सर्टिफिकेटची कोडे पीडीएफ किंवा पीपीईजी फॉर्मेटमध्ये (१५पीबी फॉर्मेट) अन्य पाठिंब्यावरून प्रमाणपत्र अन्वेषित करून घ्यावे. सभासदांची माहिती आल्यानंतर, सभासदांना ओटीपी मिळेल जो पडताळणीसाठी आणि नंतर दाखल करण्यासाठी लिंकमध्ये पॅनर करवावा लागेल.
 - अप्रत्यक्ष समभाग धारण करणारे सभासद: अप्रत्यक्ष समभाग धारण करणाऱ्या सभासदांनी त्यांच्या डीपीआयडीच्या ठिकाणी सभासदांच्या प्रक्रियेची पूर्तता करून त्यांचे ई-मेल आयडी नोंद करावेत.
- लाभांश वेळोवेळी इलेक्ट्रॉनिक पध्दतीने मिळण्यासाठी सभासदांना विनंती करण्यात येते की, त्यांनी त्यांचे बँकेचे तापशिल नोंदणी/अदावत करावेत:
 - अप्रत्यक्ष स्वतःचा समभाग धारण करणाऱ्यांनी आवश्यक कागदपत्रे त्यांच्या संबंधित डीपीआयडीकडे जे त्यांचे डीपॅट खाते संचालकात त्यांना सादर करावीत.
 - प्रत्यक्ष पध्दतीत समभाग धारण करणाऱ्यांनी (i) साक्षात्कृत विनंती पत्राची स्कॅन कॉपी ज्यामध्ये नाव, फोलिओ नं. आणि ज्यन्मदिवस, बँकेचा तापशिल जसे की बँकेचे नाव आणि शाखेचा तापशिल, बँक खाते क्रमांक, एमआयसीआर कोड, आयएफएससी कोड इत्यादी (ii) पॅन कार्डची स्वयं साक्षात्कृत प्रत आणि (iii) वर केलेले धनादेश. सभासदांनी नाव, पोस्टल पत्ता, ई-मेल आयडी, मोबाईल नंबर, पॅन, मॅट्रिड, नॉमिनेशन, पॉवर ऑफ अॅटॉर्नी, यापुढे काही बदल असल्यास, ते कळवावेत.
- वित्तीय यादीत, २०२० अनुसार लाभांशासारूप मिळणारे उत्पन्न हे कसतार असेल आणि कंपनीस (टीडीएस) आयकर कायदा, १९६१ अनुसार असलेल्या दराने सदस्यांना देण्यात येणाऱ्या रकमेतून कापून घ्यावा लागेल. कंपनीस टीडीएसचे दर लागू करता यावेत यासाठी, सभासदांना विनंती करण्यात येते की, त्यांनी आवश्यक ती कागदपत्रे आरटीएच्या पोर्टलवर मंगळवार, जुलै २०, २०२१ रोजी (सायं. ०६:०० वाजता, भारतीय प्रमाणवेळ) किंवा त्यापूर्वी दाखल करावी.
- ज्या सभासदांचे ई-मेल आयडी अनुक्रमे आरटीए/डीपीएम यांच्याकडे नोंदविले आहेत त्या सभासदांना अ.क्र. ए.ए. १० च्या संदर्भातील सविस्तर माहिती बुधवार, जून २३, २०२१ रोजी पाठविण्यात आलेली आहे, त्याच प्रमाणे शुक्रवार, जून २५, २०२१ रोजीच्या वृत्तपत्रांमध्ये प्रसिद्ध करण्यात आली आहे तसेच ही माहिती कंपनीचे संकेतस्थळ <https://www.birlasoft.com/company/investors/policies-reports-filings> येथे उपलब्ध आहेत. त्याच प्रमाणे ही माहिती एजीएमच्या सूचनेतही देण्यात आली आहे.

बिरलासॉफ्ट लिमिटेड शाही

ठिकाण: पुणे
दिनांक: जुलै २, २०२१

शाही /
रॅन्डो पाडवे
कंपनी सचिव व अणुपालन अधिकारी