

# BROOKFIELD INDIA INFRASTRUCTURE MANAGER PRIVATE LIMITED

(FORMERLY KNOWN AS WIP (INDIA) PRIVATE LIMITED)

CIN: U67190MH2010PTC202800

Registered Office: Unit 1, 4<sup>th</sup> Floor, Godrej BKC, Bandra Kurla Complex, Mumbai, Maharashtra - 400051, India

Tel No.: +91 22 6600 0700 | Fax No.: +91 22 6600 0777 | Email: puja.tandon@brookfield.com

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November 24, 2022

To,  
**BSE Limited**

Phiroze Jeejeebhoy Towers, Dalal Street  
Mumbai - 400 001, Maharashtra, India

**Sub.: Notice of Extra Ordinary General Meeting of Unitholders of Data Infrastructure Trust**

**Ref.: (1) Data Infrastructure Trust (formerly known as Tower Infrastructure Trust) (Scrip Code: 543225)**  
**(2) Securities and Exchange Board of India (Infrastructure Investment Trusts) Regulations, 2014**  
**("SEBI InvIT Regulations") read with SEBI circular bearing reference no. SEBI/HO/DDHS/**  
**DDHS Div2/P/CIR/2022/079 dated June 3, 2022**

Dear Sir/Madam,

In terms of the SEBI InvIT Regulations, this is to inform you that an Extra Ordinary General Meeting ("EGM") No. 01/2022-23 of the Unitholders of Data Infrastructure Trust (formerly known as Tower Infrastructure Trust) ("Trust") is scheduled to be held on Friday, December 16, 2022. Attached notice of the EGM dated November 24, 2022 has been sent to all the Unitholders of the Trust through electronic mode on November 24, 2022 by Brookfield India Infrastructure Manager Private Limited (formerly known as WIP (India) Private Limited), acting in its capacity as the Investment Manager of the Trust.

Further, the same is also uploaded on the website of the Trust i.e. [www.towerinfratrust.com](http://www.towerinfratrust.com).

You are requested to kindly take the same on record.

Thanking you,

Yours faithfully,

For **Data Infrastructure Trust** (formerly known as Tower Infrastructure Trust)

**Brookfield India Infrastructure Manager Private Limited**

(acting in its capacity as the Investment Manager of Data Infrastructure Trust)

**Chandra Kant Sharma**

**Compliance Officer of Data Infrastructure Trust**



**CC: Axis Trustee Services Limited** ("Trustee of the Trust")

Axis House, Bombay Dyeing Mills Compound,  
Pandurang Budhkar Marg, Worli,  
Mumbai - 400 025, Maharashtra, India

Encl: a/a

**DATA INFRASTRUCTURE TRUST**

(formerly known as Tower Infrastructure Trust)

**SEBI Registration number:** IN/InvIT/18-19/0009

**Principal Place of Business:** Unit 1, 4<sup>th</sup> Floor, Godrej BKC, Plot No. C-68, G Block, Bandra Kurla Complex, Bandra East, Mumbai, Maharashtra - 400051, India; **Tel:** +91 22 6600 0700

**Email:** [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com); **Website:** [www.towerinfratrust.com](http://www.towerinfratrust.com)

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**NOTICE IS HEREBY GIVEN** that the Extra Ordinary General Meeting ("EGM") No. 01/2022-23 of the Unitholders ("Unitholders") of Data Infrastructure Trust (formerly known as Tower Infrastructure Trust) ("Data InvIT/Trust") will be held on Friday, December 16, 2022 at 11:00 a.m., through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") to transact the following businesses:

**ITEM NO 1:**

**To consider and approve change of Principal Place of Business of the Trust**

To consider and approve change of Principal Place of Business of the Trust and, if thought fit, to pass the following resolution by way of special majority (i.e. where the votes cast in favour of the resolution are required to be not less than one and a half times the votes cast against the resolution by unitholders, so entitled and voting) in terms of the provisions of Regulation 22 of the SEBI InvIT Regulations:

**"Resolved that** the approval of the Unitholders be and is hereby accorded for change of Principal Place of Business of Data Infrastructure Trust (formerly known as Tower Infrastructure Trust) ("Trust") from its present location at "Unit 1, 4<sup>th</sup> Floor, Godrej BKC, Bandra Kurla Complex, Mumbai, Maharashtra - 400 051, India" to the new location at "Unit 1, 9<sup>th</sup> Floor, Tower 4, Equinox Business Park, LBS Marg, Kurla (W), Mumbai- 400 070, Maharashtra," with effect from December 16, 2022, subject to such other regulatory and statutory approvals as may be required in this regard.

**Resolved further that** the Investment Manager of the Trust and such other person(s) as they may authorize, be and are hereby severally authorized to take all such steps and actions and give such directions to comply with all formalities and to do such other acts, deeds, matters and things, as may be considered necessary, usual or expedient, in connection with or incidental to the change of Principal Place of Business of the Trust and for giving effect to the above resolution and to settle any question that may arise in this regard, without being required to seek any further consent or approval of the Unitholders or otherwise to the end and intent that the Unitholders shall be deemed to have given their approval thereto expressly by the authority of this resolution."

For **Data Infrastructure Trust** (formerly known as Tower Infrastructure Trust)

**Brookfield India Infrastructure Manager Private Limited**

(formerly known as WIP (India) Private Limited)

*(acting in its capacity as the Investment Manager of Data Infrastructure Trust)*

**Chandra Kant Sharma**

**Compliance Officer of Data Infrastructure Trust**

Date: November 24, 2022

Place: Mumbai

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(formerly known as Tower Infrastructure Trust)

**SEBI Registration number:** IN/InvIT/18-19/0009

**Principal Place of Business:** Unit 1, 4<sup>th</sup> Floor, Godrej BKC, Plot No. C-68, G Block, Bandra Kurla Complex,  
Bandra East, Mumbai, Maharashtra - 400051, India; **Tel:** +91 22 6600 0700

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**Principle Place of Business and Contact Details of the Trust:**

Unit 1, 4<sup>th</sup> Floor, Godrej BKC,  
Plot No. C-68, G Block, Bandra Kurla Complex,  
Bandra East, Mumbai 400 051, Maharashtra, India

**SEBI Registration Number:** IN/InvIT/18-19/0009

Tel: +91 22 22 6600 0700

Fax: +91 22 6600 0777

Website: [www.towerinfratrust.com](http://www.towerinfratrust.com)

Email id: [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com)

**Registered Office and Contact Details of Investment Manager:**

Unit 1, 4<sup>th</sup> Floor,  
Godrej BKC,  
Bandra Kurla Complex,  
Mumbai 400 051, Maharashtra, India  
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### NOTES

1. Securities and Exchange Board of India ("SEBI") vide circular dated June 3, 2022, has permitted to hold Extra Ordinary General Meeting ("EGM/Meeting") through Video Conferencing ("VC")/Other Audio Visual Mode ("OAVM") till December 31, 2022. In compliance with the provisions of the Securities and Exchange Board of India (Infrastructure Investment Trusts) Regulations, 2014 ("SEBI InvIT Regulations") and SEBI Circular, the EGM of the Unitholders of Data Infrastructure Trust (formerly known as Tower Infrastructure Trust) ("Data InvIT/Trust") is proposed to be held on Friday, December 16, 2022, at 11:00 a.m., through VC/OAVM to transact the aforesaid business. The Notice is being issued to Unitholders in compliance with Regulation 22(2)(c) of the SEBI InvIT Regulations. The deemed venue for the EGM shall be the Principal Place of Business of the Trust.

Since this Meeting is being held through VC, Route Map for the venue is not annexed to this Notice.

2. **Generally, a Unitholder entitled to attend and vote at the unitholders' meeting is entitled to appoint a proxy to attend and vote in the meeting, and such proxy need not be a unitholder of the Trust.** Since the EGM is being held through VC/OAVM pursuant to the SEBI Circular, physical attendance of Unitholders has been dispensed with. Accordingly, the facility for appointment of proxies by the Unitholders will not be available for the EGM and hence the Proxy Form and Attendance Slip are not annexed hereto.
3. The Unitholders will receive a web-link on their registered e-mail ids, for attending the EGM. The said link will also be available at National Securities Depository Limited ("NSDL") (agency for providing the remote e-Voting facility) i.e. [www.evoting.nsdl.com](http://www.evoting.nsdl.com). The Unitholders are requested to click on the said link to attend live proceedings of the EGM.
4. The relevant documents referred to in the Notice and explanatory statement will be available electronically for inspection by the Unitholders by writing to the Trust at [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com) on all working days (i.e. all days except Saturdays, Sundays and Public Holidays) between 11:00 a.m. and 1:00 p.m. upto the date of the Meeting. The aforesaid documents will also be available for inspection by Unitholders at the Meeting.
5. Unitholders (such as companies or body corporates) intending to attend the meeting through VC and participate thereat, are requested to send their authorized representative(s) to the Trust at email id [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com), a certified true copy of the relevant board resolution/power of attorney, authorizing their representatives to attend and vote on their behalf at the Meeting before the commencement of the Meeting.
6. In line with the aforesaid SEBI Circular, the Notice calling the Meeting will be placed on the website of the Trust and will also be filed with BSE Limited and made available on the website of NSDL i.e. [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

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Email: [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com); Website: [www.towerinfratrust.com](http://www.towerinfratrust.com)

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7. In case of joint holders attending the meeting, only such joint holder who is higher in the order of names will be entitled to vote at the meeting.
8. NSDL will be providing facility for voting through remote e-Voting and for e-Voting during the EGM.
9. Only those Unitholders, who will be present at the EGM through VC and have not casted 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 system at the EGM.
10. The Unitholders who have casted their vote by remote e-Voting prior to the EGM may also participate in the EGM through VC but shall not be entitled to cast their vote again. Detailed instructions for e-Voting are attached as “Annexure I” to this Notice.
11. The Investment Manager has appointed Mr. Jatin Prabhakar Patil (FCS - 7282/ COP - 7954), Partner, Mayekar & Associates, Practicing Company Secretaries (Firm U.I.N. - P2005MH007400) as the Scrutinizer to scrutinize the entire voting process i.e. remote e-Voting and e-Voting at the Meeting, in a fair and transparent manner.
12. The Scrutinizer will, immediately after the conclusion of voting at the Meeting, first count the votes casted at the Meeting, thereafter count the votes casted through remote e-Voting by the Unitholders till Thursday, December 15, 2022 and submit his report to the Investment Manager.
13. The result of the voting will be announced by the Investment Manager and will also be displayed on the website of the Trust i.e. [www.towerinfratrust.com](http://www.towerinfratrust.com), besides being communicated to the stock exchange on or before Sunday, December 18, 2022.
14. Unitholders who would like to express their views/ask questions are requested to email their queries/views/questions, if any, to the Compliance Officer on [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com) by mentioning the name, demat account number, email id, mobile number, at least 10 days prior to the Meeting to enable the Investment Manager to provide the required information.
15. Unitholders holding units as on Friday, November 18, 2022 are entitled to receive this Notice. Further, Unitholders holding units as on Friday, December 9, 2022 are entitled to cast their votes.
16. Unitholders are requested to address all correspondence, including distribution matters, to the Registrar and Unit Transfer Agent (“RTA”) of the Trust, M/s. KFin Technologies Limited (Unit: Data Infrastructure Trust), Selenium Tower B, Plot Nos. 31 & 32, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad-500 032, India or write to the Trust at [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com).

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17. The Unitholders can join the EGM through VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in this Notice. The facility of participation at the EGM through VC/OAVM will be made available for all Unitholders. Detailed instructions to attend, participate and vote at the Meeting through VC/OAVM is attached as “**Annexure I**” to this Notice.

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**EXPLANATORY STATEMENT**

The following statement set out the material facts and reasons for the proposed resolution stated in the accompanying Notice above:

**ITEM NO 1:**

**To consider and approve change of Principal Place of Business of the Trust**

Principal Place of Business of the Trust is currently situated at Unit 1, 4<sup>th</sup> Floor, Godrej BKC, Bandra Kurla Complex, Mumbai, Maharashtra - 400051, India.

The unitholders are informed that for administrative and operational convenience, it is proposed to shift the Principal Place of Business of the Trust to Unit 1, 9<sup>th</sup> Floor, Tower 4, Equinox Business Park, LBS Marg, Kurla (W), Mumbai- 400 070, Maharashtra.

The aforesaid change in the principal place of business is subject to such consents, regulatory and statutory approvals as may be required in this regard.

Accordingly, the Investment Manager recommends the resolution contained in Item No. 1 of the accompanying Notice and seeks the approval of the Unitholders so as to enable the Investment Manager to complete all procedural and other formalities in connection with the aforesaid resolution.

For **Data Infrastructure Trust** (formerly known as Tower Infrastructure Trust)

**Brookfield India Infrastructure Manager Private Limited**

(formerly known as WIP (India) Private Limited)

*(acting in its capacity as the Investment Manager of Data Infrastructure Trust)*

**Chandra Kant Sharma**

**Compliance Officer of Data Infrastructure Trust**

Date: November 24, 2022

Place: Mumbai

**Principle Place of Business and Contact Details of the Trust:**

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Plot No. C-68, G Block, Bandra Kurla Complex,  
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**Registered Office and Contact Details of Investment Manager:**

Unit 1, 4<sup>th</sup> Floor,

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### Annexure I

#### THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING EXTRA-ORDINARY GENERAL MEETING ARE AS UNDER:

The remote e-voting period begins on Tuesday, December 13, 2022 at 9:00 A.M. and ends on Thursday, December 15, 2022 at 5:00 P.M. The remote e-voting module shall be disabled by NSDL for voting thereafter. The Unitholders holding units as on Friday, November 18, 2022 are entitled to receive this Notice. Further, Unitholders holding units as on Friday, December 9, 2022 are entitled to cast their vote electronically.

#### How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

#### Step 1: Access to NSDL e-Voting system

#### A. Login method for e-Voting and joining virtual meeting for individual unitholders holding securities in demat mode

Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Unitholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Login method for Individual unitholders holding securities in demat mode is given below:

Type of unitholders	Login Method
Individual unitholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"><li>Existing <b>IDeAS</b> user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsd.com">https://eservices.nsd.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the "<b>Beneficial Owner</b>" icon under "<b>Login</b>" which is available under '<b>IDeAS</b>' section, this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on "<b>Access to e-Voting</b>" under e-Voting services and you will be able to see e-Voting page. Click on company name or <b>e-Voting service provider i.e. NSDL</b> and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</li><li>If you are not registered for IDeAS e-Services, option to register is available at <a href="https://eservices.nsd.com">https://eservices.nsd.com</a>. Select</li></ol>





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Type of unitholders	Login Method
	<p>“Register Online for IDeAS Portal” or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></p> <p>3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have 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. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or <b>e-Voting service provider i.e. NSDL</b> 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 &amp; voting during the meeting.</p> <p>4. Shareholders/Members can also download NSDL Mobile App “<b>NSDL Speede</b>” facility by scanning the QR code mentioned below for seamless voting experience.</p> <p style="text-align: center;"><b>NSDL Mobile App is available on</b></p> <p style="text-align: center;"> App Store  Google Play</p> <p style="text-align: center;"> </p>
Individual unitholders holding securities in demat mode with CDSL	<p>1. Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi/ Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on New System Myeasi.</p> <p>2. After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of <b>e-Voting service provider i.e. NSDL</b>. Click on <b>NSDL</b> to cast your vote.</p> <p>3. If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></p>

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Type of unitholders	Login Method
	4. Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. <b>NSDL</b> where the e-Voting is in progress.
Individual Shareholders (holding securities in demat mode) login through their depository participants	You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. Upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. 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 & voting during the meeting.

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

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

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 1800 22 55 33

**B. Login Method for e-Voting and joining virtual meeting for unitholders other than Individual unitholders holding securities in demat mode**

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

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.

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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, your Password/OTP and a Verification Code as shown on the screen.

*Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsd.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.*

4. Your User ID details are given below:

Manner of holding units i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold units 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 units in demat account with CDSL.	16 Digit Beneficiary ID. For example, if your Beneficiary ID is 12***** then your user ID is 12*****.

5. Password details for unitholders other than Individual unitholders 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. 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 email ID is registered in your demat account or with the Trust, your ‘initial password’ is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email 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. The .pdf file contains your ‘User ID’ and your ‘initial password’.
    - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those unitholders whose email ids are not registered.**
6. 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 units in your demat account with NSDL or CDSL) option available on [www.evoting.nsd.com](http://www.evoting.nsd.com).

## DATA INFRASTRUCTURE TRUST

(formerly known as Tower Infrastructure Trust)

SEBI Registration number: IN/InvIT/18-19/0009

Principal Place of Business: Unit 1, 4<sup>th</sup> Floor, Godrej BKC, Plot No. C-68, G Block, Bandra Kurla Complex, Bandra East, Mumbai, Maharashtra - 400051, India; Tel: +91 22 6600 0700

Email: [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com); Website: [www.towerinfratrust.com](http://www.towerinfratrust.com)

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- b) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - c) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to “Terms and Conditions” by selecting on the check box.
  8. Now, you will have to click on “Login” button.
  9. After you click on the “Login” button, Home page of e-Voting will open.

### **Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.**

#### **How to cast your vote electronically and join General Meeting on NSDL e-Voting system?**

1. After successful login at Step 1, you will be able to see “EVEN” of all the companies in which you are holding shares and whose voting cycle and General Meeting is in active status.
2. Select “EVEN” of company 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/modify the number of units 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.
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 unitholders**

1. Institutional unitholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [jatin@csmayekar.com](mailto:jatin@csmayekar.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in), at least 1 hour before commencement of the Meeting i.e. by 10:00 a.m. on Friday, December 16, 2022. Institutional unitholders (i.e. other than individuals, HUF, NRI etc.) can also upload their Board Resolution / Power of Attorney / Authority Letter etc. by clicking on "Upload Board Resolution / Authority Letter" displayed under "e-Voting" tab in their login.
2. 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 [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.

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3. 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 [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request to Mr. Sagar Gudhate at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).

**Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:**

1. In case shares are held in demat mode, 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 [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com). If you are an Individual unitholder holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A)** i.e., **Login method for e-Voting and joining virtual meeting for Individual unitholders holding securities in demat mode.**
2. Alternatively unitholders/members may send a request to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) for procuring user id and password for e-voting by providing above mentioned documents.
3. Individual unitholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Unitholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

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### INSTRUCTIONS FOR MEMBERS FOR e-VOTING ON THE DAY OF THE EGM ARE AS UNDER:-

- a) The procedure for e-Voting on the day of the EGM is same as the instructions mentioned above for remote e-Voting.
- b) Only those Members/ unitholders, who will be present in the EGM through VC/OAVM facility and have not casted 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 system in the EGM.
- c) Members who have voted through Remote e-Voting will be eligible to attend the EGM. However, they will not be eligible to vote at the EGM.
- d) The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the EGM shall be the same person mentioned for Remote e-voting.

### INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE EGM THROUGH VC/OAVM ARE AS UNDER:

1. Member will be provided with a facility to attend the EGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for **Access to NSDL e-Voting system**. After successful login, you can see link of "VC/OAVM link" placed under "Join meeting" menu against company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. Please note that the 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 to avoid last minute rush.
2. Members are encouraged to join the Meeting through Laptops for better experience.
3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
5. Unitholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at [secretarial@summitdigitel.com](mailto:secretarial@summitdigitel.com). The same will be replied by the company suitably.