

# EIH Limited

A MEMBER OF THE OBEROI GROUP

CIN: L55101WB1949PLC017981

CORPORATE OFFICE: 7 SHAM NATH MARG, DELHI -110054, INDIA / TELEPHONE: +91-11-23890505

WEBSITE: [WWW.EIHLTD.COM](http://WWW.EIHLTD.COM) / EMAIL: [ISDHO@OBEROIGROUP.COM](mailto:ISDHO@OBEROIGROUP.COM)

15<sup>th</sup> July 2024

<b>The National Stock Exchange of India Limited</b> Exchange Plaza, 5 <sup>th</sup> Floor Plot No. C/1, G Block Bandra Kurla Complex Bandra(E) Mumbai – 400 051 <b>Code: EIHOTEL</b>	<b>BSE Limited</b> Corporate Relationship Dept. 1 <sup>st</sup> Floor, New Trading Ring Rotunda Building Phiroze Jeejeebhoy Towers Dalal Street, Fort Mumbai – 400 001 <b>Code: 500840</b>
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## SUB: NOTICE OF 74<sup>th</sup> ANNUAL GENERAL MEETING

Dear Sir/Madam,

This is to inform you that the 74<sup>th</sup> Annual General Meeting of the Company will be held on Wednesday, 07<sup>th</sup> August 2024 at 11:30 A.M. (IST) through Video Conferencing/Other Audio Visual Means (“VC/OAVM”). Notice of the Annual General Meeting is enclosed herewith.

Notice and Annual Report is also available on the website of the Company <https://www.eihltd.com/investors/annual-reports/>, website of Stock Exchanges i.e., BSE Limited and the National Stock Exchange of India Limited at <https://www.bseindia.com/> and <https://www.nseindia.com/> and website of National Securities Depository Limited (‘NSDL’) at [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

For ease of participation of the members, the key details with respect to AGM are provided below:

S.No.	Particulars	Details
1	Link for live webcast of the Annual General Meeting and for participation through video conference	<a href="https://evoting.nsdl.com">https://evoting.nsdl.com</a>
2	Username and Password for VC	Members may attend the meeting through e-voting credentials.
3	Cut-off date for e-voting	Wednesday, 31 <sup>st</sup> July 2024
4	Time period for remote e-voting	Open - Sunday, 04 <sup>th</sup> August 2024 at 10:00 A.M End- Tuesday, 06 <sup>th</sup> August 2024 at 5:00 P.M.
5	Record Date for dividend	Wednesday, 31 <sup>st</sup> July 2024

# ElH Limited

A MEMBER OF THE OBEROI GROUP

CIN: L55101WB1949PLC017981

CORPORATE OFFICE: 7 SHAM NATH MARG, DELHI - 110054, INDIA / TELEPHONE: +91-11-23890505

WEBSITE: [WWW.EIHLTD.COM](http://WWW.EIHLTD.COM) / EMAIL: [ISDHO@OBEROIGROUP.COM](mailto:ISDHO@OBEROIGROUP.COM)

6	Process for updating the e-mail id	Physical mode - write to our RTA, Link Intime India Private Limited, Noble Heights, 1 <sup>st</sup> Floor, Plot No. NH-2 LSC, C-1 Block, Near Savitri Market, Janakpuri, New Delhi - 110058 E-mail: <a href="mailto:delhi@linkintime.co.in">delhi@linkintime.co.in</a>  Demat mode - Contact your Depository Participant (DP)
7	Contact details of participation through VC or remote e-voting	Ms. Pallavi Mhatre, Senior Manager, National Securities Depository Limited (NSDL), Trade World – A Wing, Kamala Mills Compound, Lower Parel, Mumbai – 400013 or <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> NSDL toll free No. 022-48867000 and 022-24997000
8	Company's Contact details	Mr. Lalit Kumar Sharma Company Secretary ElH Limited, 7 Sham Nath Marg, Delhi – 110054, <a href="mailto:lalit.sharma@oberoigroup.com">lalit.sharma@oberoigroup.com</a> <a href="mailto:isdho@oberoigroup.com">isdho@oberoigroup.com</a> <a href="tel:011-23890505">011-23890505</a>

Thanking you,

Yours faithfully,

For **ElH Limited**

**Lalit Kumar Sharma**  
Company Secretary

# EIH LIMITED

## Notice Of Annual General Meeting

**NOTICE** is hereby given that the 74<sup>th</sup> (Seventy Fourth) Annual General Meeting of **EIH Limited** will be held on Wednesday, August 07 2024 at 11:30 A.M. through Video Conference or Other Audio Video Means ("VC/OVAM") to transact the following businesses:

### ORDINARY BUSINESS:

1. To consider and adopt (a) the Audited Financial Statement of the Company for the Financial Year ended March 31, 2024 and the reports of the Board of Directors and Auditors thereon; and (b) the Audited Consolidated Financial Statement of the Company for the Financial Year ended March 31, 2024 and the report of Auditors thereon and, in this regard, to consider and if thought fit, pass the following resolutions as **Ordinary Resolutions:**

(a) "**RESOLVED THAT** the Audited Financial Statement of the Company for the Financial Year ended March 31, 2024 and the reports of the Board of Directors and Auditors thereon, as circulated to the Members, be and are hereby considered and adopted."

(b) "**RESOLVED THAT** the Audited Consolidated Financial Statement of the Company for the Financial Year ended March 31, 2024 and the

report of Auditors thereon, as circulated to the Members, be and are hereby considered and adopted."

2. To declare a dividend on equity shares for the Financial Year ended March 31, 2024 and, in this regard, to consider and if thought fit, pass the following resolution as an **Ordinary Resolution:**

"**RESOLVED THAT** a dividend of Rs. 1.2/- (One rupee twenty paise only) per equity share of Rs. 2/- (Rupees Two only) each fully paid-up of the Company, as recommended by the Board of Directors, be and is hereby declared for the Financial Year ended March 31, 2024 and the same be paid out of the profits of the Company."

3. To appoint a Director in place of Mr. Vikramjit Singh Oberoi (DIN: 00052014), who retires by rotation and being eligible, offers himself for re-appointment and, in this regard, to consider and if thought fit, pass the following resolution as an **Ordinary Resolution:**

"**RESOLVED THAT** in accordance with the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Mr. Vikramjit Singh Oberoi (DIN: 00052014), who retires by rotation at this meeting, be and is hereby appointed as a Director of the Company."

### Registered Office:

N-806-A, 8<sup>th</sup> Floor, Diamond Heritage Building, 16, Strand Road, Fairley Place, Kolkata - 700 001, West Bengal

**Date:** May 28, 2024

**By order of the Board of Directors**

**Lalit Kumar Sharma**

*Sr. Vice President & Company Secretary*

# Notice Of Annual General Meeting (Contd.)

## NOTES:

1. In compliance with the Ministry of Corporate Affairs ("MCA") circulars dated April 8, 2020, April 13, 2020, May 5, 2020 and September 25, 2023, (hereinafter referred to as "MCA circulars") and Securities and Exchange Board of India ("SEBI") circulars dated May 12, 2020, January 15, 2021 and October 07, 2023 (hereinafter referred to as "SEBI circulars") permitting Companies to hold Annual General Meeting through video conference ("VC") / other audio visual means ("OAVM"), without the physical presence of the members at a common venue, provisions of The Companies Act, 2013 ("Act") and the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), the 74<sup>th</sup> Annual General Meeting ("74<sup>th</sup> AGM") is being held through VC/OAVM. The deemed venue for the AGM shall be the Registered Office of the Company.
2. As per the Act, a member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf. Since the 74<sup>th</sup> AGM is being held through VC/OAVM as per the MCA circulars and SEBI circulars, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be made available for the 74<sup>th</sup> AGM and hence the Proxy Form, Attendance Slip and route map are not annexed to this Notice.
3. Corporate Members intending to send their authorized representatives to attend 74<sup>th</sup> AGM are requested to send a duly certified copy of the Board resolution, authorizing the representative to attend and vote on their behalf at the AGM by e-mail to [isdho@oberoigroup.com](mailto:isdho@oberoigroup.com)
4. As required under the Regulation 36(3) of the Listing Regulations and Secretarial Standards-2, particulars relating to Mr. Vikramjit Singh Oberoi, retiring by rotation and proposed to be re-appointed are given in the Annexure to this Notice.
5. In accordance with MCA circulars and SEBI circulars the notice of the 74<sup>th</sup> AGM and the Annual Report 2023-24 are being sent only by electronic mode to those members whose name is appearing in the Register of Members/Beneficial Owners as on cut-off date i.e., Friday, July 5, 2024. Members may please note that this Notice and the Annual Report will also be available on the Company's website <https://www.eihltd.com/investors/annual-reports/>, the websites of the stock exchanges i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com) and National Stock Exchange of India Limited at [www.nseindia.com](http://www.nseindia.com) respectively and on the website of NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
6. The Company has facilitated the Members to participate at the 74<sup>th</sup> AGM through VC/OAVM provided by NSDL. The instructions for participation through VC/OAVM by members are given separately. Participation at the AGM through VC/OAVM shall be allowed on a first-come-first-served basis. However, this rule would not apply to participation of shareholders holding 2% or more shareholding, promoters, institutional investors, directors, key and senior managerial personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc., who are allowed to attend the AGM without restriction on account of first come first served basis.
7. The Members will be able to attend the 74<sup>th</sup> AGM through VC/OAVM or view the live webcast of the proceedings at the 74<sup>th</sup> AGM provided by NSDL. The Members can visit and login through their user id and password from 11:15 A.M. IST onwards on August 07, 2024.
8. As per MCA and SEBI circulars, Members attending the 74<sup>th</sup> AGM through VC/ OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
9. The Company has provided the facility to members to exercise their right to vote by electronic means both through remote e-voting and e-voting during the AGM. For details on login method of remote e-voting and e-voting at the AGM, please refer the instructions below under the head "**How do I vote electronically using NSDL e-Voting system?**".
10. Members joining the meeting through VC/OAVM and who have not already cast their vote by means of remote e-voting, shall be able to exercise their right to vote through e-voting at the AGM. The Members who have cast their vote by remote e-voting prior to the AGM may also join the AGM through VC/OAVM but shall not be entitled to cast their vote again. A member can opt for only single mode of voting i.e. either through remote e-voting or voting at the AGM.
11. Voting rights shall be reckoned on the paid up value of the shares registered in the name of the member/

beneficial owner (in case of electronic shareholding) as on Wednesday, July 31, 2024. A person, whose name is recorded in the Register of Members or in the list of beneficial owners provided by depositories as on Wednesday, July 31, 2024 shall be entitled to avail the facility of remote e-voting, e-voting at the AGM.

12. The remote e-voting period shall commence at 10.00 A.M. on Sunday, August 04, 2024 and will end at 5.00 P.M. on Tuesday, August 06, 2024. The remote e-voting module shall be disabled by NSDL at 5.00 P.M. on Tuesday, August 06, 2024. During the remote e-voting period, the members of the Company holding shares either in physical form or in demat form as on the cut-off date may cast their vote electronically provided once the vote on the resolution (s) is cast by the members, he/she will not be allowed to change it subsequently.
13. Any person, who acquires shares of the Company and become a member of the Company after dispatch of the Notice and holding shares as on the cut-off date i.e. on Wednesday, July 31, 2024 may obtain the login ID and password by sending an email to [isdho@oberoigroup.com](mailto:isdho@oberoigroup.com) or [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) by mentioning their folio No. /DP ID and Client ID. However, if the Member is already registered with NSDL for remote e-voting, then the Member can use his/her existing user ID and password for casting the vote. If the member forgets the password, he/she can reset the password by using "Forget User Details/Password" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com)
14. In accordance with the proviso to Regulation 40(1) of the Listing Regulations, effective from April 1, 2019, transfers of securities of the Company shall not be processed unless the securities are held in the dematerialized form with a depository. Accordingly, members holding equity shares in physical mode are urged to have their shares dematerialized so as to be able to freely transfer them and participate in corporate actions.

Members can contact the Company's RTA for assistance in this regard. Members may please note that SEBI vide its Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated January 25, 2022 has mandated the listed companies to issue securities in dematerialized form only while processing service requests, viz., issue of duplicate securities certificate; claim from unclaimed suspense account; renewal/exchange of securities certificate; endorsement; subdivision/splitting of securities certificate; consolidation of securities certificates/ folios; transmission and transposition. Accordingly, members are requested to make service requests by submitting a duly filled and

signed Form ISR-4. The said form can be downloaded from the Company's website at <https://www.eihltd.com/investors/investor-services-and-contact/> It may be noted that any service request can be processed only after the folio is KYC Compliant.

15. The Board of Directors have appointed Mr. Lalit Kumar Sharma, Sr. Vice President and Company Secretary as the person responsible for the entire process of voting i.e. remote e-voting and e-voting at the 74<sup>th</sup> AGM. Mr. Ajay Kumar Jain, Practicing Company Secretary, Jus & Associates, Company Secretaries has been appointed as the scrutinizer to scrutinize the remote e-voting and e-voting process at the 74<sup>th</sup> AGM in a fair and transparent manner.
16. The resolutions pertaining to ordinary business mentioned above shall be declared as passed on the date of the Annual General Meeting if the number of votes cast in favour is more than the votes cast against.
17. The scrutinizer shall, after the conclusion of voting at the 74<sup>th</sup> AGM, unblock the votes cast through remote e-voting and voting during the AGM in the presence of at least two witnesses not in the employment of the Company, and submit the consolidated scrutinizer's report of the votes cast in favor or against, if any, to the Chairman of the meeting or Company Secretary within two working days of conclusion of the meeting. The results along with the scrutinizer's report shall be placed on the website of the Company, [www.eihltd.com](http://www.eihltd.com), on the websites of Stock Exchanges, [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com), website of NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com) and will be hosted on the notice board at the Registered Office of the Company.
18. Members may note that the Board, at its meeting held on May 28, 2024, has recommended a final dividend of Rs. 1.2/- (One Rupee twenty paise only) per fully paid-up equity share of Rs. 2 each. For the purpose of payment of final dividend for Financial Year 2023-24. The aforesaid dividend, once approved by the Members in this AGM, will be paid on or before August 31, 2024.

In accordance with the SEBI Circular, dividends, in respect of physical folios wherein KYC details are not updated before the record date, will be held back by the Company and an intimation shall be sent by the Company to such shareholders, whose details are not registered, that their payment is due and has been withheld. Further, the dividend will get credited to their bank account only after the KYC details are updated in the folio.

- (a) Members holding shares in physical form and who have yet to register / update their bank account

## Notice Of Annual General Meeting (Contd.)

details for electronic receipt of dividend amount directly into their bank accounts are requested to update their KYC and bank account details by submitting Forms ISR-1, ISR-2 and SH-13 along with the supporting documents to our RTA i.e. Link Intime India Private Limited at Nobel Heights, 1<sup>st</sup> floor, Plot no. NH-2 LSC, C-1, Block, Near Savitri Market Janakpuri, New Delhi – 110058. The Forms are available on the Company's website at <https://www.eihltd.com/investors/investor-services-and-contact/>

- (b) Members holding shares in dematerialized mode are requested to get their bank account details registered/updated with their respective DP.

Refer to our e-mail communication dated, June 24, 2024, to the Shareholders in respect of deduction of Tax at Source on Dividend under relevant provisions of the Income-Tax Act, 1961. Please provide necessary documents/information for claiming exemption from TDS on Dividend to be paid for the Financial Year ended March 31, 2024 on or before July 31, 2024.

19. Members wishing to claim dividends that remain unclaimed are requested to correspond with the Registrar and Share Transfer Agent at [delhi@linkintime.co.in](mailto:delhi@linkintime.co.in) or to the Company at [isdho@oberoigroup.com](mailto:isdho@oberoigroup.com). Members are requested to note that dividends that are not claimed within seven years from the date of transfer to the Company's Unpaid Dividend Account, will, as per Section 124 of the Act, be transferred to the Investor Education and Protection Fund (IEPF).
- Shares on which dividend remains unclaimed for seven consecutive years will be transferred to the IEPF as per Section 124 of the Act, and the applicable rules.
20. Electronic copies of all the documents referred to in the accompanying Notice of the AGM and the Statement shall be made available for inspection. During the 74<sup>th</sup> AGM, members may access the scanned copy of Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Act; the Register of Contracts and Arrangements in which Directors are interested maintained under Section 189 of the Act. Members desiring inspection of statutory registers and other relevant documents may send their request in writing to the Company at [isdho@oberoigroup.com](mailto:isdho@oberoigroup.com).
21. SEBI vide its Circulars dated July 31, 2023, and August 4, 2023, read with Master Circular dated July 31, 2023 (updated as on August 11, 2023), has established a common Online Dispute Resolution Portal ("ODR Portal") for resolution of disputes arising in the Indian Securities Market. Pursuant to above-mentioned circulars, post exhausting the option to resolve their grievances with the RTA/ Company directly and through existing SCORES platform, the investors can initiate dispute resolution through the ODR Portal (<https://smartodr.in/login>).

## 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 shareholders holding securities in demat mode

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders 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 shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders 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 “<b>Register Online for IDeAS Portal</b>” or click at <a href="https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp</a></li><li>Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <a href="https://www.evoting.nsd.com/">https://www.evoting.nsd.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 hold 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.</li><li>Shareholders/Members can also download NSDL Mobile App “<b>NSDL Speede</b>” facility by scanning the QR code mentioned below for seamless voting experience.</li></ol>

#### NSDL Mobile App is available on



Individual Shareholders holding securities in demat mode with CDSL	<ol style="list-style-type: none"><li>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.</li><li>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.</li><li>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></li><li>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 &amp; 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.</li></ol>
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## Notice Of Annual General Meeting (Contd.)

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.
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**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 Shareholders 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 022- 23058738 or 022-23058542-43

### B) 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 typing the following URL: <https://www.evoting.nsdl.com/> 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, 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.nsdl.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 shares i.e. Demat (NSDL 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***** then your user ID is 12*****.
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. 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. 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 company, 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 or folio number for shares held in physical form. 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 shareholders 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 shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) **Physical User Reset Password?**" (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) 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.
  - d) 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 all the companies "EVEN" 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 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.
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

1. Institutional shareholders (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 [ajay@jurisprudentconsulting.in](mailto:ajay@jurisprudentconsulting.in) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). Institutional shareholders (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.

## Notice Of Annual General Meeting (Contd.)

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.: 022-4886700 and 022-24997000 or send a request to Ms. Pallavi Mhatre, Senior Manager 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 physical mode please provide Folio No., Name of shareholder, 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 email to [isdho@oberoigroup.com](mailto:isdho@oberoigroup.com)
2. 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 [isdho@oberoigroup.com](mailto:isdho@oberoigroup.com). If you are an Individual shareholders 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 shareholders holding securities in demat mode.**
3. Alternatively shareholder/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.
4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

### **INSTRUCTIONS FOR ATTENDING/JOINING THE 74th AGM THROUGH VC/OAVM ARE AS UNDER**

1. Member will be provided with a facility to attend the 74<sup>th</sup> AGM through VC/OAVM through the NSDL 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 with a good internet speed for better experience and to avoid any disturbance during the meeting.
3. 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.
4. **Questions prior to 74<sup>th</sup> AGM and Speaker registration:** Members who would like to express their views/ask questions prior to the 74<sup>th</sup> AGM may write to the [isdho@oberoigroup.com](mailto:isdho@oberoigroup.com) by mentioning his name, folio / DP id and client id. "Post your Questions" and speaker registration shall commence on August 3, 2024 (10:00 a.m. IST) and close on August 5, 2024 (5:00 p.m. IST). Please note that only questions of the members holding the shares as on cut-off date will be considered and those Members who have registered themselves as a speaker will be allowed to express their views/ ask questions during the 74<sup>th</sup> AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the 74<sup>th</sup> AGM.

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# Annexure

## DETAILS OF THE DIRECTOR SEEKING RE-APPOINTMENT

### at the 74th Annual General Meeting

[Pursuant to Secretarial Standard on General Meetings (SS-2) and Regulation 36 of the Listing Regulations]

<b>Name of the Director</b>	Mr. Vikramjit Singh Oberoi
<b>DIN</b>	00052014
<b>Date of Birth (Age)</b>	08/12/1963 (60)
<b>Date of first appointment on the Board</b>	15/12/1993
<b>Qualifications</b>	Bachelor's degree in science from Pepperdine University, United States
<b>Experience</b>	Over 38 years
<b>Brief Profile/ Nature of Expertise</b>	Mr. Vikramjit Singh Oberoi has over 38 years of experience in the hospitality industry and guided the group companies to emerge as one of the world's leading luxury hotel brand.
<b>Terms and conditions of appointment / re-appointment along with details of remuneration to be paid</b>	Re-appointment of Director retires by rotation Remuneration to be paid as may be approved by the Shareholders vide resolution dated June 30, 2024.
<b>Shareholding in the Company</b>	56,09,896 Equity Shares
<b>Remuneration last drawn, if applicable</b>	Rs. 11.64 Crores (inclusive of perquisites, commission and other benefits)
<b>Relationship with other Directors, Manager and other Key Managerial Personnel of the Company</b>	None
<b>No. of Board Meetings attended/held during Financial Year 2022-23</b>	8 / 8
<b>Directorships held in other Companies (excluding foreign Companies)</b>	<ol style="list-style-type: none"> <li>1. EIH Associated Hotels Limited</li> <li>2. Mashobra Resort Limited</li> <li>3. Oberoi Kerala Hotels and Resorts Limited</li> <li>4. Mumtaz Hotels Limited</li> <li>5. Oberoi Properties Private Limited</li> <li>6. Oberoi Hotels Private Limited</li> <li>7. Oberoi Plaza Private Limited</li> <li>8. Bombay Plaza Private Limited</li> <li>9. Oberoi Leasing and Finance Co Private Limited</li> <li>10. Oberoi Investments Private Limited</li> <li>11. Oberoi Buildings &amp; Investments Private Limited</li> <li>12. Oberoi Holdings Private Limited</li> <li>13. Avis India Mobility Solutions Private Limited</li> </ol>
<b>Chairmanship/ Membership of Committees in other Companies</b>	<ol style="list-style-type: none"> <li>1. Mashobra Resort Limited- Corporate Social Responsibility Committee – Member</li> <li>2. EIH Associated Hotels Limited <ol style="list-style-type: none"> <li>a) Stakeholders' Relationship Committee – Member</li> <li>b) Risk Management Committee – Member</li> <li>c) Corporate Social Responsibility Committee – Member</li> <li>d) Authorization Committee – Member</li> </ol> </li> <li>3. Mumtaz Hotels Limited – Corporate Social Responsibility Committee – Chairperson</li> <li>4. Oberoi Hotels Private Limited – Corporate Social Responsibility Committee - Member</li> </ol>
<b>Name of Listed Company from where he has resigned in last three years</b>	None