



Redefining Business  
Services

29<sup>th</sup> April 2024

<b>To:</b> <b>BSE Limited (BSE)</b> <b>Corporate Relationship Department</b> <b>Phiroze Jeejeebhoy Towers,</b> <b>25th Floor, Dalal Street,</b> <b>Mumbai- 400001</b>  <b>BSE Scrip Code: 543996</b>	<b>To:</b> <b>National Stock Exchange of India Limited (NSE)</b> <b>Listing Department</b> <b>Exchange Plaza, 5th Floor, Plot No. C/1,</b> <b>G Block, Bandra Kurla Complex, Bandra (East),</b> <b>Mumbai — 400051</b>  <b>NSE Code: UDS</b>
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Dear Sir / Madam,

**Sub: Notice of Postal Ballot of Updater Services Limited (“ the Company”)**

We invite your attention to our letter dated April 27<sup>th</sup>, 2024 wherein it was informed that the Board of Directors of the Company had approved the below resolution subject to approval of the shareholders of the Company through Postal Ballot:

<b>S.no</b>	<b>Type of Resolution</b>	<b>Description of the Resolution</b>
1	Ordinary Resolution	Appointment of Ms. Jigyasa Sharma (DIN: 10474292) as the Non-Executive Non-Independent Director of the Company

In this regard, please find enclosed the Notice of Postal Ballot (‘Notice’) together with the Explanatory Statement being sent to the members of the Company.

In compliance with the provisions of the of Section 108, Section 110 and all other applicable provisions, if any, of the Companies Act, 2013, (“Act”) read together with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 (“Rules”), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the “SEBI Listing Regulations”), General Circular Nos. 14/2020 dated 08th April 2020, 17/2020 dated 13th April 2020 along with subsequent circulars issued in this regard and the latest Circular No. 9/2023 dated 25<sup>th</sup> September 2023, issued by the Ministry of Corporate Affairs, Government of India (collectively referred to as “MCA Circulars”) and any other applicable law, rules and regulations (including any statutory modification(s) or reenactment(s) thereof, for the time being in force), this Notice is being sent only through electronic mode to all the members whose e-mail addresses are registered with the Company/Depositories and whose names appear in the Register of Members of the Company or Register of Beneficial Owners maintained by the Depositories as on Friday, April 26<sup>th</sup>, 2024 (“Cut-off date”).

The Company has engaged the services of LINK INTIME for providing remote e-voting facilities to the Members, enabling them to cast their vote electronically and in a secure manner. Detailed instructions of e-voting are provided as part of the notice which the members are requested to read carefully before casting their vote.

**Updater Services Limited (earlier Updater Services Pvt Ltd)**  
1<sup>st</sup> Floor, No.42, Gandhi Mandapam Road, Kotturpuram, Chennai - 600085  
+91 44 2446 3234 | 0333 | sales@uds.in | facility@uds.in | www.uds.in |  
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The remote e-voting facility would be available during the following period:

Commencement of e-Voting	From 09.00 AM IST, Friday, 03 <sup>rd</sup> May 2024
End of e-Voting	To 05.00 PM IST, Saturday, 01 <sup>st</sup> June 2024

Remote e-voting will be blocked by LINK INTIME immediately thereafter and will not be allowed beyond the said date and time. The results of the Postal Ballot will be announced on or before Monday, 03<sup>rd</sup> June, 2024.

The said Notice is also available on the relevant sections of the website of BSE Limited ("BSE"): [www.bseindia.com](http://www.bseindia.com) and National Stock Exchange of India Limited ("NSE"): [www.nseindia.com](http://www.nseindia.com) on which the Equity Shares of the Company are listed and on the website of Link Intime India Pvt. Ltd ("LINK INTIME"): <https://instavote.linkintime.co.in>.

This is for your information and records.

**By Order of the Board of Directors  
For Updater Services Limited**

**Sandhya Saravanan  
Company Secretary and Compliance Officer**



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**Our Values:** happy people | clear purpose | better everyday | do good | balance all



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**UPDATER SERVICES LIMITED**

**CIN: U74140TN2003PLC051955**

**Regd. Office: 1st Floor, No.42, Gandhi Mandapam Road, Kotturpuram, Chennai – 600085**

**Tel.: +91- +91 44 24963234 / 0333**

**E-mail: [compliance.officer@uds.in](mailto:compliance.officer@uds.in) Website: [www.uds.in](http://www.uds.in)**

**Notice of Postal Ballot**

**(Pursuant to Section 108 & 110 of the Companies Act, 2013 read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014)**

Dear Shareholders,

Notice is hereby given to the members of Updater Services Limited (“the Company”), that pursuant to and in compliance with the provisions of Sections 108, 110 and other applicable provisions, if any, of the Companies Act, 2013 (the “Act”), read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014 (“the Rules”), as amended from time to time read with the General Circular Nos. 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 22/2020 dated June 15, 2020, 33/2020 dated September 28, 2020, 39/2020 dated December 31, 2020, 10/2021 dated June 23, 2021, , 20/2021 dated December 08, 2021, 3/2022 dated May 05, 2022, 11/2022 dated December 28, 2022 and 09/2023 dated September 25, 2023, issued by the Ministry of Corporate Affairs (“MCA Circulars”), Secretarial Standard on General Meetings issued by The Institute of Company Secretaries of India (“SS-2”), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”) (including any statutory modification or re-enactment thereof for the time being in force, and as amended from time to time), and pursuant to other applicable laws and regulations, that the resolutions appended below is proposed for approval of the shareholders of the Company through postal ballot only by remote e-voting process (“e-voting”).

The explanatory statement pursuant to Section 102, 110 and other applicable provisions, if any, of the Act pertaining to the said resolution setting out the material facts and the reasons thereof form part of the Postal Ballot Notice.

Pursuant to Rule 22(5) of the Rules, the Board of Directors of the Company, Ms. Nithya Pasupathy (FCS 10601/ COP:22562) Partner of SPNP Associates, Practicing Company Secretaries, Chennai was appointed as the Scrutinizer (“Scrutinizer”) on 27.04.2024, for conducting the postal ballot through e-voting process in a fair and transparent manner.

In compliance with Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (the “Listing Regulations”) and pursuant to the provisions of Sections 108 and 110 of the Act read with the rules framed thereunder and the MCA Circulars, the manner of voting on the proposed resolution is restricted only to e-voting i.e., by casting votes electronically instead of submitting postal ballot forms. Accordingly, the postal ballot notice and instructions for e-voting are being sent only through electronic mode to those Members whose email address is registered with the Company / depository participant(s). The details of the procedure to cast the vote forms part of the ‘Notes’ to this Notice.

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The detailed procedure with respect to e-voting is mentioned in this Notice. The Company has engaged the services of LINK INTIME for facilitating e-voting. The Company has made necessary arrangements with Linkintime India Pvt Ltd, Registrar and Share Transfer Agent (“RTA”) to enable the Members to register their e-mail address. Those Members who have not yet registered their e-mail address are requested to register the same by following the procedure set out in this Postal Ballot Notice.

Accordingly, members can cast their vote electronically through the LINK INTIME (instavote) e-voting platform. Remote e-voting will commence at 9 A.M. IST on Friday, May 03<sup>rd</sup>, 2024 and will end at 5:00 p.m. (IST) on Saturday, June 01<sup>st</sup>, 2024. Members desiring to exercise their vote through the e-voting process are requested to carefully read the instructions indicated in this Notice and record their assent (FOR) or dissent (AGAINST) by following the procedure as stated in the Notes forming part of the Notice not later than 5:00 p.m. (IST) on Saturday, June 01<sup>st</sup>, 2024. The e-voting facility will be disabled by NSDL and CDSL immediately thereafter and will not be allowed beyond the said date and time.

The Scrutinizer after completion of scrutiny of the e-voting will submit their report to the Chairman of the Company or any other person authorized by the Chairman of the Company on or before Monday, June 3<sup>rd</sup>, 2024. The results of the e-voting conducted for Postal Ballot will be announced at the Registered Office of the Company on or before Monday, June 3<sup>rd</sup>, 2024 and communicated to BSE Limited (“BSE”) and National Stock Exchange of India Limited (“NSE”) (together the “**Stock Exchanges**”), National Securities Depository Limited (“NSDL”) and Central Depository Services (India) Limited (“CDSL”) (together the “**Depositories**”), and Linkintime India Pvt Ltd (“Linkintime” or “**Registrar and Share Transfer Agent**” or “**RTA**”). The results will also be displayed at the Company's website at [www.uds.in](http://www.uds.in) and on the website of Link Intime India Pvt. Ltd (“LINK INTIME”): <https://instavote.linkintime.co.in>.

The last date specified by the Company for casting of voting through Remote E-voting will be taken as the date on which the resolution would be deemed to have passed, if approved by the requisite majority in accordance with SEBI Listing Regulations and the Companies Act.

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**Special Business:**

**Ordinary Resolution:**

**1. Appointment of Ms. Jigyasa Sharma (DIN: 10474292) as the Non-Executive Non-Independent Director of the Company**

**To consider and if thought fit, to pass the following resolution as an Ordinary Resolution:**

**“RESOLVED THAT** pursuant to the provisions of Section 152, 160, 161 and other applicable provisions of the Companies Act, 2013 (“Act”) and the Rules made thereunder, Regulation 17 of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, (including any statutory modification(s), amendment(s) or re-enactment(s) thereof for the time being in force), Articles of Association of the Company and on the recommendations of the Nomination and Remuneration Committee and the Board of Directors, Ms. Jigyasa Sharma (DIN: 10474292) who was appointed as an Additional Director of the Company with effect from 2<sup>nd</sup> April 2024 and in respect of whom the Company has received a notice in writing pursuant to Section 160 of the Companies Act, 2013 from a member proposing her candidature for the office of Director of the Company, be and is hereby appointed as Non-Executive Non- Independent Director of the Company liable to retire by rotation.

**RESOLVED FURTHER THAT** any of the Directors of the Company and, Ms. Sandhya Saravanan Company Secretary and Compliance Officer of the Company be and is hereby severally authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution and for matters connected therewith or incidental thereto”.

**By Order of the Board**

**For Updater Services Limited**

**Sd/-**

**Sandhya Saravanan**

**Company Secretary & Compliance Officer**

**Date: 27/04/2024**

**Place: Chennai**

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**NOTES :**

The Explanatory Statement pursuant to the provisions of Sections 102 and 110 of the Companies Act, 2013 (“the Act”) read with the rules framed thereunder (“Rules”) stating material facts and reasons for the proposed resolutions are annexed hereto for your consideration.

In compliance with the MCA Circulars, this Postal Ballot Notice is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/ Depositories/RTA.

The Members may note that this Postal Ballot Notice will also be available on the Company’s website, [www.uds.in](http://www.uds.in) and websites of the Stock Exchanges where the equity shares of the Company are listed i.e. BSE Limited and National Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com), respectively and on the website of Link Intime India Pvt Ltd (LI IPL) at <https://instavote.linkintime.co.in>, the agency engaged by the Company for providing the facility of Remote e-voting to the Members of the Company

Demat Holding	By contacting Depository Participant (“DP”) and registering e-mail address and mobile number in demat account, as per the process advised by the DP.
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Further, the Resolutions if passed by Shareholders with requisite majority, will be deemed to have been passed on, the last day of remote e-voting i.e June 01<sup>st</sup> 2024. Further, resolution passed by the members through postal ballot are deemed to have been passed as if they are passed at a General Meeting of the Members. The documents referred to in the Notice and the Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 shall be available for inspection at the Registered Office of the Company between 03.00 P.M. to 05.00 P.M. on all days except for Saturday ,Sunday and National Holidays till the last date of Remote e-voting. Members who wish to inspect the documents shall also send an e-mail to [compliance.officer@uds.in](mailto:compliance.officer@uds.in) mentioning their name, Folio No. / Client ID and DP ID. requesting for inspection of documents.

Voting rights of the Shareholders shall be in proportion to the shares held by them in the paid-up equity share capital of the Company as on April, 26<sup>th</sup>, 2024 (“Cut-off date”). Only those Members whose names are recorded in the Register of Members of the Company or in the Register of Beneficial Owners maintained by the Depositories as on the Cut-off date will be entitled to cast their votes by Remote e-voting. A person who is not a Member as on the Cut- off date should treat this Postal Ballot Notice for information purposes only. The Remote e-voting period will commence from 9.00 a.m. (IST) on May 03<sup>rd</sup>, 2024 and will end at 5.00 p.m. (IST) on June 01<sup>st</sup>, 2024 The Remote e-voting module shall be disabled by LI IPL thereafter. Once the vote on the resolution is cast by the Member, he/she shall not be allowed to change it subsequently.

The Scrutinizer shall, immediately after the conclusion of voting through Remote e-voting unblock the votes cast through Remote e-voting in the presence of at least two witnesses and issue, not later than two working days of the conclusion of the Remote e-voting, a scrutinizer’s report of the total votes cast in favour and against, if any, to the Chairman of the Company or any person authorised by him.

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The said results along with the Scrutinizer's Report would be intimated to National Stock Exchange of India Limited and BSE Limited, where the equity shares of the Company are listed. Additionally, the results will also be uploaded on the Company's website [www.uds.in](http://www.uds.in) and on the website of LIIPL at <https://instavote.linkintime.co.in/>. Further, the results shall be displayed on the Notice Board of the Company at its Registered Office for at least 3 days from the date of declaration of voting results.

The instructions for Remote e-voting are as under :

As per the SEBI circular dated December 9, 2020, individual shareholders holding securities in demat mode can register directly with the depository or will have the option of accessing various ESP portals directly from their demat accounts.

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

**Individual Shareholders holding securities in demat mode with NSDL:**

**METHOD 1 - If registered with NSDL IDeAS facility**

**Users who have registered for NSDL IDeAS facility:**

- a) Visit URL: <https://eservices.nsd.com> and click on "Beneficial Owner" icon under "Login".
- b) Enter user id and password. Post successful authentication, click on "Access to e-voting".
- c) Click on "LINKINTIME" or "evoting link displayed alongside Company's Name" and you will be redirected to Link Intime InstaVote website for casting the vote during the remote e-voting period.

**OR**

**User not registered for IDeAS facility:**

- a) To register, visit URL: <https://eservices.nsd.com> and select "Register Online for IDeAS Portal" or click on <https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp>
- b) Proceed with updating the required fields.
- c) Post registration, user will be provided with Login ID and password.
- d) After successful login, click on "Access to e-voting".
- e) Click on "LINKINTIME" or "evoting link displayed alongside Company's Name" and you will be redirected to Link Intime InstaVote website for casting the vote during the remote e-voting period.

**METHOD 2 - By directly visiting the e-voting website of NSDL:**

Visit URL: <https://www.evoting.nsd.com/>

- a) Click on the "Login" tab available under 'Shareholder/Member' section.
- b) Enter User ID (i.e., your sixteen-digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen.
- c) Post successful authentication, you will be re-directed to NSDL depository website wherein you can see "Access to e-voting".
- d) Click on "LINKINTIME" or "evoting link displayed alongside Company's Name" and you will be redirected to Link Intime InstaVote website for casting the vote during the remote e-voting period.

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### **Individual Shareholders holding securities in demat mode with CDSL:**

#### **METHOD 1 – If registered with CDSL Easi/Easiest facility**

##### **Users who have registered/ opted for CDSL Easi/Easiest facility:**

- a) Visit URL: <https://web.cdslindia.com/myeasinew/home/login> or [www.cdslindia.com](http://www.cdslindia.com).
- b) Click on New System Myeasi
- c) Login with user id and password
- d) After successful login, user will be able to see e-voting menu. The menu will have links of e-voting service providers i.e., LINKINTIME, for voting during the remote e-voting period.
- e) Click on “LINKINTIME” or “evoting link displayed alongside Company’s Name” and you will be redirected to Link Intime InstaVote website for casting the vote during the remote e-voting period.

**OR**

##### **Users not registered for Easi/Easiest facility:**

- a) To register, visit URL: <https://web.cdslindia.com/myeasinew/Registration/EasiRegistration>
- b) Proceed with updating the required fields.
- c) Post registration, user will be provided Login ID and password.
- d) After successful login, user able to see e-voting menu.
- e) Click on “LINKINTIME” or “evoting link displayed alongside Company’s Name” and you will be redirected to Link Intime InstaVote website for casting the vote during the remote e-voting period.

#### **METHOD 2 - By directly visiting the e-voting website of CDSL.**

- a) Visit URL: <https://www.cdslindia.com/>
- b) Go to e-voting tab.
- c) Enter Demat Account Number (BO ID) and PAN No. and click on “Submit”.
- d) System will authenticate the user by sending OTP on registered Mobile and Email as recorded in Demat Account
- e) After successful authentication, click on “LINKINTIME” or “evoting link displayed alongside Company’s Name” and you will be redirected to Link Intime InstaVote website for casting the vote during the remote e-voting period.

### **Individual Shareholders holding securities in demat mode with Depository Participant:**

Individual shareholders can also login using the login credentials of your demat account through your depository participant registered with NSDL/CDSL for e-voting facility.

- a) Login to DP website
- b) After Successful login, members shall navigate through “e-voting” tab under Stocks option.
- c) Click on e-voting option, members will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-voting menu.
- d) After successful authentication, click on “LINKINTIME” or “evoting link displayed alongside Company’s Name” and you will be redirected to Link Intime InstaVote website for casting the vote during the remote e-voting period.

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**Login method for Individual shareholders holding securities in physical form/ Non-Individual Shareholders holding securities in demat mode is given below:**

Individual Shareholders of the company, holding shares in physical form / Non-Individual Shareholders holding securities in demat mode as on the cut-off date for e-voting may register for e-Voting facility of Link Intime as under:

1. Visit URL: <https://instavote.linkintime.co.in>
2. Click on “**Sign Up**” under ‘**SHARE HOLDER**’ tab and register with your following details: -

**A. User ID:**

Shareholders holding shares in physical form shall provide Event No + Folio Number registered with the Company. Shareholders holding shares in NSDL demat account shall provide 8 Character DP ID followed by 8 Digit Client ID; Shareholders holding shares in CDSL demat account shall provide 16 Digit Beneficiary ID.

**B. PAN:** Enter your 10-digit Permanent Account Number (PAN) (Shareholders who have not updated their PAN with the Depository Participant (DP)/ Company shall use the sequence number provided to you, if applicable.

**C. DOB/DOI:** Enter the Date of Birth (DOB) / Date of Incorporation (DOI) (As recorded with your DP / Company - in DD/MM/YYYY format)

**D. Bank Account Number:** Enter your Bank Account Number (last four digits), as recorded with your DP/Company.

*\*Shareholders holding shares in **physical form** but have not recorded ‘C’ and ‘D’, shall provide their Folio number in ‘D’ above*

*\*Shareholders holding shares in **NSDL form**, shall provide ‘D’ above*

▶ Set the password of your choice (The password should contain minimum 8 characters, at least one special Character (@!#\$%&\*), at least one numeral, at least one alphabet and at least one capital letter).

▶ Click “confirm” (Your password is now generated).

3. Click on ‘Login’ under ‘**SHARE HOLDER**’ tab.
4. Enter your User ID, Password and Image Verification (CAPTCHA) Code and click on ‘**Submit**’.

**Cast your vote electronically:**

1. After successful login, you will be able to see the notification for e-voting. Select ‘**View**’ icon.
2. E-voting page will appear.
3. Refer the Resolution description and cast your vote by selecting your desired option ‘**Favour / Against**’ (If you wish to view the entire Resolution details, click on the ‘**View Resolution**’ file link).
4. After selecting the desired option i.e. Favour / Against, click on ‘**Submit**’. A confirmation box will be displayed. If you wish to confirm your vote, click on ‘**Yes**’, else to change your vote, click on ‘No’ and accordingly modify your vote.

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## Guidelines for Institutional shareholders (“Corporate Body/ Custodian/Mutual Fund”):

### STEP 1 – Registration

- a) Visit URL: <https://instavote.linkintime.co.in>
- b) Click on Sign up under “Corporate Body/ Custodian/Mutual Fund”
- c) Fill up your entity details and submit the form.
- d) A declaration form and organization ID is generated and sent to the Primary contact person email ID (which is filled at the time of sign up at Sr.No. 2 above). The said form is to be signed by the Authorised Signatory, Director, Company Secretary of the entity & stamped and sent to [insta.vote@linkintime.co.in](mailto:insta.vote@linkintime.co.in).
- e) Thereafter, Login credentials (User ID; Organisation ID; Password) will be sent to Primary contact person’s email ID.
- f) While first login, entity will be directed to change the password and login process is completed.

### STEP 2 –Investor Mapping

- a) Visit URL: <https://instavote.linkintime.co.in> and login with credentials as received in Step 1 above.
- b) Click on “Investor Mapping” tab under the Menu Section
- c) Map the Investor with the following details:
  - a. ‘Investor ID’ -
    - i. *Members holding shares in NSDL demat account shall provide 8 Character DP ID followed by 8 Digit Client ID i.e., IN00000012345678*
    - ii. *Members holding shares in CDSL demat account shall provide 16 Digit Beneficiary ID.*
  - b. ‘Investor’s Name - Enter full name of the entity.
  - c. ‘Investor PAN’ - Enter your 10-digit PAN issued by Income Tax Department.
  - d. ‘Power of Attorney’ - Attach Board resolution or Power of Attorney. File Name for the Board resolution/Power of Attorney shall be – DP ID and Client ID. Further, Custodians and Mutual Funds shall also upload specimen signature card.
- d) Click on Submit button and investor will be mapped now.
- e) The same can be viewed under the “Report Section”.

### STEP 3 – Voting through remote e-voting.

The corporate shareholder can vote by two methods, once remote e-voting is activated:

#### METHOD 1 - VOTES ENTRY

- a) Visit URL: <https://instavote.linkintime.co.in> and login with credentials as received in Step 1 above.
- b) Click on ‘Votes Entry’ tab under the Menu section.
- c) Enter Event No. for which you want to cast vote. Event No. will be available on the home page of Instavote before the start of remote voting.
- d) Enter ‘16-digit Demat Account No.’ for which you want to cast vote.
- e) Refer the Resolution description and cast your vote by selecting your desired option 'Favour / Against' (If you wish to view the entire Resolution details, click on the '**View Resolution**' file link).
- f) After selecting the desired option i.e., Favour / Against, click on 'Submit'.

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- g) A confirmation box will be displayed. If you wish to confirm your vote, click on 'Yes', else to change your vote, click on 'No' and accordingly modify your vote. (Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

**OR**

**VOTES UPLOAD:**

- a) Visit URL: <https://instavote.linkintime.co.in> and login with credentials as received in Step 1 above.
- b) You will be able to see the notification for e-voting in inbox.
- c) Select '**View**' icon for '**Company's Name / Event number**'. E-voting page will appear.
- d) Download sample vote file from 'Download Sample Vote File' option.
- e) Cast your vote by selecting your desired option 'Favour / Against' in excel and upload the same under 'Upload Vote File' option.
- f) Click on 'Submit'. 'Data uploaded successfully' message will be displayed. (Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

**Helpdesk:**

**Helpdesk for Individual shareholders holding securities in physical form/ Non-Individual Shareholders holding securities in demat mode:**

Shareholders facing any technical issue in login may contact Link Intime INSTAVOTE helpdesk by sending a request at [enotices@linkintime.co.in](mailto:enotices@linkintime.co.in) or contact on: - Tel: 022 – 4918 6000.

**Helpdesk for Individual Shareholders holding securities in demat mode:**

Individual Shareholders holding securities in demat mode may contact the respective helpdesk 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 : 022 - 4886 7000 and 022 - 2499 7000
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 toll free no. 1800 22 55 33

**Forgot Password:**

**Individual shareholders holding securities in physical form has forgotten the password:**

If an Individual shareholder holding securities in physical form has forgotten the USER ID [Login ID] or Password or both then the shareholder can use the "Forgot Password" option available on the e-Voting website of Link Intime: <https://instavote.linkintime.co.in>

- o Click on '**Login**' under '**SHARE HOLDER**' tab and further Click '**forgot password?**'
- o Enter User ID, select Mode and Enter Image Verification code (CAPTCHA). Click on "SUBMIT".

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*In case shareholders is having valid email address, Password will be sent to his / her registered e-mail address. Shareholders can set the password of his/her choice by providing the information about the particulars of the Security Question and Answer, PAN, DOB/DOI, Bank Account Number (last four digits) etc. as mentioned above. The password should contain a minimum of 8 characters, at least one special character (@!#\$%&\*), at least one numeral, at least one alphabet and at least one capital letter.*

User ID for Shareholders holding shares in Physical Form (i.e. Share Certificate): Your User ID is Event No + Folio Number registered with the Company

User ID for Shareholders holding shares in NSDL demat account is 8 Character DP ID followed by 8 Digit Client ID

User ID for Shareholders holding shares in CDSL demat account is 16 Digit Beneficiary ID.

**Institutional shareholders (“Corporate Body/ Custodian/Mutual Fund”) has forgotten the password:**

If a Non-Individual Shareholders holding securities in demat mode has forgotten the USER ID [Login ID] or Password or both then the shareholder can use the “Forgot Password” option available on the e-Voting website of Link Intime: <https://instavote.linkintime.co.in>

- o Click on ‘Login’ under ‘Corporate Body/ Custodian/Mutual Fund’ tab and further Click ‘forgot password?’
- o Enter User ID, Organization ID and Enter Image Verification code (CAPTCHA). Click on “SUBMIT”.

*In case shareholders is having valid email address, Password will be sent to his / her registered e-mail address. Shareholders can set the password of his/her choice by providing the information about the particulars of the Security Question and Answer, PAN, DOB/DOI, Bank Account Number (last four digits) etc. as mentioned above. The password should contain a minimum of 8 characters, at least one special character (@!#\$%&\*), at least one numeral, at least one alphabet and at least one capital letter.*

**Individual Shareholders holding securities in demat mode with NSDL/ CDSL has forgotten the password:**

Shareholders who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned depository/ depository participants website.

- It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- For shareholders/ members holding shares in physical form, the details can be used only for voting on the resolutions contained in this Notice.
- During the voting period, shareholders/ members can login any number of time till they have voted on the resolution(s) for a particular “Event”.

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**Other Instructions:**

For any query connected with the Resolution proposed to be passed by means of Postal Ballot through Remote e-voting, members may contact Company's Registrar & Share Transfer Agent (RTA), Link Intime India Private Limited (LIPL), C – 101, 247 Park, LBS Marg, Vikhroli West, Mumbai - 400083; Telephone: +91-022-49186270; Fax: +91-022-49186060; Email: enotices@linkintime.co.in or Ms. Sandhya Saravanan, Company Secretary & Compliance Officer of the Company by sending email at complianceofficer@uds.in or call at +91-+91 44 24963234 / 0333 Address: 1<sup>st</sup> Floor, No.42, Gandhi Manadapam Road, Kotturpuram, Chennai 600085.

**By Order of the Board**

**For Updater Services Limited**

Sd/-

**Sandhya Saravanan**  
**Company Secretary & Compliance Officer**

**Date: 27/04/2024**

**Place: Chennai**

**Updater Services Limited (earlier Updater Services Pvt Ltd)**

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## **Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 in respect of special business**

The following explanatory statement sets out all material facts relating to the special businesses mentioned in the accompanying notice dated April 27<sup>th</sup>, 2024 and shall be taken as forming part of the Notice.

### **Appointment of Ms. Jigyasa Sharma (DIN: 10474292) as the Non-Executive Non-Independent Director of the Company**

The Board of Directors of the Company at their meeting held on 28<sup>th</sup> March 2024, as per the recommendation of Nomination and Remuneration Committee, had appointed Ms. Jigyasa Sharma (DIN: 10474292) as an Additional Director of the Company with effect from 2<sup>nd</sup> April 2024 to fulfill the requirements of Statutory provisions pursuant to Section 152, 161 read with rules made thereunder and other applicable provisions, Regulation 17 of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015. The same has been intimated to Stock exchanges on 28<sup>th</sup> March 2024 and the form DIR 12 has been filed with Registrar of Companies.

The Company has received notice from a member under Section 160 of the Companies Act, 2013 proposing the appointment of Ms. Jigyasa Sharma as Non- Executive Non-Independent Director of the Company liable to retire by rotation. Pursuant to the provisions of Sections 152, 160, 161 and other applicable provisions of the Companies Act, 2013 and Regulation 17 SEBI (Listing obligations and Disclosure Requirements) Regulations 2015, approval of shareholders of the Company is required for the appointment of Ms. Jigyasa Sharma as Non-Executive Non-Independent Director, liable to retire by rotation.

Ms. Jigyasa Sharma's academic journey is marked by academic excellence, having earned her Bachelor's degree in Economics from the University of Delhi, India, a Master's Degree in Applied Economics from the National University of Singapore, and a second Master's Degree in Public Policy from the prestigious University of California, Berkeley. Bringing a wealth of experience in economics and policy, Ms. Jigyasa Sharma has an extensive background in collaborating with non-profits and government entities in diverse global settings, including the United States, Singapore, India, China, and Indonesia.

Ms. Jigyasa Sharma is a Smart Communities Program Manager at US Ignite, where she spearheads initiatives addressing a spectrum of technology policy issues within US Ignite communities. With a keen focus on innovation districts (testbeds), connectivity, mobility, digital trust, data governance, equity, and community engagement, Jigyasa has made significant contributions to projects with the National Science Foundation (NSF), Purdue Research Foundation, and Toyota Mobility Foundation. Prior to her role at US Ignite, she played a pivotal role at the Lee Kuan Yew School of Public Policy (LKYSPP) in Singapore.

Ms. Jigyasa Sharma accomplishments include co-authoring books on competitiveness and ease of doing business in India, evaluating the productivity of small and medium enterprises in Singapore, and leading field research for the independent review and efficiency monitoring of the real-time outcome monitoring system for the government of Andhra Pradesh, India. In this capacity, she adeptly trained over 500 enumerators and orchestrated quarterly surveys to assess the coverage, targeting, and effectiveness of various government programs.

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None of the other Directors / Key Managerial Personnel of the Company is interested in the resolution set out in the Notice except Mr. Raghunandana Tangirala, Chairman and Managing Director of the Company and further Ms. Jigyasa Sharma does not hold any share in the Company. She is not related to any other director or key managerial personnel of the Company except Mr. Raghunandana Tangirala, Chairman and Managing Director.

Details of Directors pursuant to Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard-2 is enclosed herewith.

***Particulars of the Directors seeking appointment pursuant to Regulation 36(3) of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 and Secretarial Standard-2***

**Regularization of Appointment of Ms. Jigyasa Sharma (DIN: 10474292) as the Non-Executive Non-Independent Director of the Company**

Name	Jigyasa Sharma
DIN	10474292
Date of Birth	09/02/1994
Age	30
Qualifications	1. Bachelor's degree in Economics, University of Delhi, India 2. Master's Degree in Applied Economics, National University of Singapore 3. Master's Degree in Public Policy from the prestigious University of California, Berkeley
Date of appointment / Re-appointment by the shareholders	Proposed for Regularization of appointment through postal ballot
Date of first appointment on the Board	2 <sup>nd</sup> April 2024
Expertise in specific functional areas	Technology Policy, Program Management, Business Economics, Strategy & Implementation, Organizational Change, Change Management
Experience	Jigyasa Sharma, Smart Communities Program Manager at US Ignite, spearheads initiatives addressing technology policy issues in US Ignite communities, focusing on innovation districts, connectivity, mobility, digital trust, data governance, equity, and community engagement. Prior to this, she co-authored books on competitiveness and ease of doing business in India, evaluated SME productivity in Singapore, and led field research for the government of Andhra Pradesh, India, training over 500 enumerators and conducting quarterly surveys to assess government program effectiveness.
Terms & conditions of appointment or reappointment along with details of remuneration sought to be paid .	She shall be paid remuneration by way of sitting fees for attending Board or Committee Meetings of the Company or for any other purpose as may be decided by the Board, reimbursement of expenses for participating in the Board and/or Committee meetings of the Company
Remuneration last drawn	Not applicable (Appointment effective w.e.f. 02 <sup>nd</sup> April, 2024)

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Directorship held in other Boards	1. Athena BPO Private Limited 2. Denave India Private Limited 3. Fusion Foods and Catering Pvt Ltd 4. Avon Solutions and Logistics Private Ltd 5. Washroom Hygiene Concepts Private Ltd.
Membership / Chairmanship of Committees in other Boards	NIL
Listed entities from which she has resigned in the past three years	NIL
Number of shares held in the Company, including shareholding as a beneficial owner	NIL
Disclosure of relationship	Related to Chairman and Managing Director
Number of Board Meetings attended during the year	NIL
Affirmation	Not debarred from holding office by order of SEBI or any authority.

**By Order of the Board**

**For Updater Services Limited  
Sd/-**

**Sandhya Saravanan  
Company Secretary and Compliance Officer**

**Date: 27/04/2024  
Place: Chennai**

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**Our Values:** happy people | clear purpose | better everyday | do good | balance all



To

The Nomination and Remuneration Committee,  
The Board of Directors,  
Updater Services Limited  
No.2/302/A, UDS Salai Off. Old Mahabalipuram Road,  
Thoraipakkam, Chennai - 600 097

Dear Sir/ Madam,

I hereby giving you the notice under the Section of 160 of Companies Act 2013, of my intention to propose the appointment of Ms. Jigyasa Sharma (DIN: 10474292) as the director of Updater Services Limited, liable to retire by rotation.

Yours faithfully,



Name: Ameer Basha J  
DP ID & Client ID: IN30429516863198

Date: 18/03/2024  
Place: Chennai