

Clearing Service (ECS) they should submit their NECS/ECS details to the Company's Registrar and Share Transfer Agents (RTA) in case of holding shares in physical form and in case Members holding shares in electronic form, they may submit the NECS/ECS details to their depository participant.

14. As a part of the green initiatives, the Members who have not yet registered their e-mail addresses are requested to register their e-mail addresses with their DPs in case the shares are held by them in electronic form and with KFin Technologies Private Limited ("KFintech") in case the shares are held by them in physical form. Upon such Registration, all communication from the Company/RTA will be sent to the registered e-mail address.
15. As required by Regulation 36 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the Listing Regulations) and Secretarial Standard-2 on General Meetings issued by the Institute of Company Secretaries of India, the relevant detail of Director seeking appointment at this Annual General Meeting is given in the annexure to the Notice of the Annual General Meeting.
16. The members/investors may send their complaints/queries, if any to the Company's Registrar and Share Transfer Agents' e-mail ID: einward.ris@kfintech.com or to the Company's designated/exclusive e-mail in-investorhelpdesk_apps@hitachi-powergrids.com
17. As per the provisions of Section 72 of the Act and Rule 19(1) of the Companies (Share Capital and Debentures) Rules, 2014, Members holding shares in physical form may file nomination in the prescribed Form SH-13 with the Company's Registrar and Share Transfer Agents. In respect of shares held in demat form, the nomination form may be filed with the respective DP.
18. As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be transferred only in dematerialized form with effect from April 1, 2019, except in case of request received for transmission or transposition of securities. Hence, the Members holding shares in physical form are requested to consider converting their holdings in the dematerialized form. The Members who are desirous to convert their physical holdings into dematerialized form, may contact the Depository Participant of their choice.
19. All documents referred in the accompanying Notice and Statement setting out material facts will be available electronically for inspection for Members on all working days between 10.00 a.m. and 12.00 noon up to Thursday, May 27, 2021 being the date of the Annual General Meeting. Members seeking to inspect such documents can send an e-mail to in-investorhelpdesk_apps@hitachi-powergrids.com.
20. Updation of Members' details: The format of the Register of Members prescribed by the Ministry of

Corporate Affairs under the Companies Act, 2013 requires the Company/Registrars and Share Transfer Agents to record additional details of Members, including their PAN details, e-mail address, bank details for payment of dividend, etc. Members holding shares in physical form are requested to furnish the above details to the Company or KFintech, its Registrars and Share Transfer Agents. Members holding shares in electronic form are requested to furnish the details to their respective DP.

Process for registering e-mail addresses to receive this Notice electronically and cast votes electronically:

- i) Registration of e-mail address permanently with Company/DP: Members are requested to register the same with their concerned DPs, in respect of electronic holding and with KFintech (Registrars and Share Transfer Agents) in respect of physical holding, by writing to them at einward.ris@kfintech.com. Further, those Members who have already registered their e-mail addresses are requested to keep their e-mail addresses validated / updated with their DPs/KFintech to enable servicing of notices / documents / Annual Reports and other communications electronically to their e-mail address in future.
- ii) Alternatively, Members may :
 - (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 in-investorhelpdesk_apps@hitachi-powergrids.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 in-investorhelpdesk_apps@hitachi-powergrids.com
 - (3) Alternatively member may send an e-mail request to evoting@nsdl.co.in for obtaining User ID and Password by sending all required documents and information as per the details mentioned in Point (1) or (2) as the case may be.
21. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any Member as soon as possible. Members are also advised not to leave their Demat account(s) dormant for long. Periodic statements of holdings should be obtained from the concerned DPs and holdings should be verified from time to time.