

General information and instructions relating to e-voting

- i. A person whose name is recorded in the Register of Members or in register of beneficial owners maintained by the depositories as on the cut-off date, i.e. August 10, 2018 only shall be entitled to avail the facility of e-voting.
- ii. Any person who becomes a Member of the Company after dispatch of the Notice and holds the shares as on the cut-off date i.e. August 10, 2018, may obtain the User ID and password in the manner as mentioned below:
 - a. If the mobile number of the Member is registered against Folio No./DP ID Client ID, the member may send SMS: **MYEPWD** <space> E-voting Event Number + FolioNo. Or DPID Client ID to **+919212993399**
Example for NSDL: MYEPWD <SPACE> IN12345612345678 Example for CDSL: MYEPWD <SPACE> 1402345612345678
Example for Physical: MYEPWD <SPACE> XXX1234567890
 - b. If e-mail address of the Member is registered against Folio No./DP ID Client ID, then on the home page of <https://evoting.karvy.com>, the Member may click "Forgot password" and enter Folio No. or DP ID Client ID and PAN to generate a password.
 - c. Members may call Karvy's toll free number 1-800-3454-001
 - d. Members may send an e-mail request to evoting@karvy.com and einward.ris@karvy.com. If the Member is already registered with the Karvy e-voting platform then such Member can use his/her existing User ID and password for casting the vote through e-voting.
- iii. The e-voting facility will be available during the following period:
 - a. Commencement of e-voting: **Monday, August 20, 2018 at 9 AM IST**
 - b. End of e-voting: **Tuesday, September 18, 2018 at 5 PM IST**
- iv. The e-voting will not be allowed beyond the aforesaid date and time and the e-voting module shall be disabled by Karvy upon expiry of aforesaid period.
- v. In case of any queries or grievances, with regard to e-voting, Members can Contact Mr. B. Srinivas, Manager, Karvy Computershare Private Limited at Contact No.: 040-67162222, email id: einward.ris@karvy.com

Instructions and other information relating to e-voting:

- A. **In case of Members receiving an e-mail from Karvy Computershare Private Limited [for Members whose e-mail addresses are registered with the Company / Depository Participants(s)]**
 - i. Launch internet browser by typing the following URL <https://evoting.karvy.com>
 - ii. Put user ID and password as initial password noted in step (i) above. Click Login.
 - iii. Members holding shares in Demat/Physical form will now reach Password Change menu wherein they are required to mandatorily change their login password in the new password field. The new password has to be minimum eight characters consisting of at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character. Kindly note that this password can be used by the Demat holders for voting for resolution of any other Company on which they are eligible to vote, provided that Company opts for e-voting through Karvy Computershare Private Limited e-Voting platform. System will prompt you to change your password and update any contact details like mobile number, email ID etc, on 1st login. You may also enter the Secret Question and answer of your choice to retrieve your password in case you forget it. **It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.**
 - iv. You need to log in again with the new credentials.
 - v. On successful login system will prompt to select the e-voting event number of **WiproLimited**.
 - vi. If you are holding shares in Demat form and had logged on to <https://evoting.karvy.com> and casted your vote earlier for any company, then your existing login id and password are to be used.
 - vii. Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
 - viii. Once you have voted on the resolution, you will not be allowed to modify your vote.
 - ix. 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. together with attested specimen signature of the duly Authorised signatory(ies) who are Authorised to vote, to the Scrutinizer through e-mail ID compliance@sreedharancs.com with a copy marked to evoting@karvy.com.
- B. **In case a Member receives physical copy of the Postal Ballot Notice and Postal Ballot Form.**
 - (i) Initial password is provided as below/at the bottom of the Postal Ballot Form.
Please follow all steps from Sl. No. (i) to Sl. No. (ix) as mentioned in (A) above, to cast vote.
 - (ii) Please contact toll free No. **1-800-34-54-001** for any further clarifications.
 - (iii) If you are already registered with Karvy Computershare Private Limited for e-voting then you can use your existing user ID and password for casting your vote.