

2nd September 2022.

National Stock Exchange of India Limited,
“Exchange Plaza”,
Bandra-Kurla Complex, Bandra (East),
Mumbai-400051.

BSE Limited,
P.J. Towers,
Dalal Street,
Mumbai-400001.

Dear Sirs,

Sub.: Annual Report for the financial year 2021-22 along with the Notice convening the Twenty Seventh Annual General Meeting.

Ref.: Regulation 34 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Enclosed please find the copy of the Annual Report of the Company for the financial year 2021-22 along with the copy of the Notice convening the Twenty Seventh Annual General Meeting (the “AGM” or the “Meeting”) of the Company on Thursday, 29th September 2022 at 11.00 a.m. (IST) through Video Conferencing / Other Audio Visual Means (“VC / OAVM”) in compliance with the Companies Act, 2013 read with Circular No.2/2022 dated 5th May 2022, Circular No.14/2020 dated 8th April 2020, Circular No.17/2020 dated 13th April 2020, Circular No.20/2020 dated 5th May 2020, Circular No.02/2021 dated 13th January 2021 and Circular No.19/2021 dated 8th December 2021 issued by the Ministry of Corporate Affairs (“MCA Circulars”) and Circular No.SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated 13th May 2022, Circular No.SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May 2020 and Circular No.SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated 15th January 2021 issued by the Securities and Exchange Board of India (“SEBI Circulars”) (collectively, the “Circulars”) to transact the business as set out in the Notice of the AGM dated 2nd September 2022 (the “AGM Notice”).

The is to further inform that KFin Technologies Limited (formerly KFin Technologies Private Limited), Selenium, Tower B, Plot 31 & 32, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad-500032, Telangana, India, Email: einward.ris@kfintech.com; Toll Free No.1800-309-4001, the Company’s Registrar and Share Transfer Agents (“KFin” or the “RTA”), will provide the facility for voting through remote e-voting, participating the Meeting through the VC / OAVM and e-voting during the Meeting.

The Company has on 2nd September 2022 sent the AGM Notice along with the Annual Report by email to all its shareholders who have registered their email addresses with the Company / RTA or depository / depository participants. In compliance with the requirements of the Circulars, hard copy of the same is not being sent to the shareholders.

The Annual Report along with the AGM Notice is also available on the website of the Company (www.suzlon.com) as also on KFin’s web link (<https://evoting.kfintech.com>).

The procedure for registering email address, remote e-voting, attending the Meeting through VC / OAVM, and e-voting during the Meeting is given below:

A. Instructions for Members who have not registered their email address:

- i. Members who have not registered their email address, thereby not being in receipt of the Annual Report, AGM Notice and e-voting instructions, may temporarily get their email

address and mobile number submitted with KFin by accessing the link <https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx>.

- ii. Members are requested to follow the process, as guided, to capture the email address and mobile number for receiving the soft copy of the Annual Report, AGM Notice and e-voting instructions along with the User ID and Password. In case of any queries, members may write to inward.ris@kfintech.com.
- iii. Alternatively, members may send an email request at the email ID inward.ris@kfintech.com along with scanned copy of the request letter, duly signed providing their email address, mobile number, self-attested PAN copy and Client Master copy in case of electronic folio and copy of share certificate in case of physical folio for sending the Annual Report, AGM Notice and e-voting instructions.
- iv. It is clarified that for permanent registration of the email address, the members are requested to register their email address, in respect of electronic holdings with the Depository by contacting their respective Depository Participants and in respect of physical holdings with the RTA, by sending an email to inward.ris@kfintech.com or by logging into <https://ris.kfintech.com/clientservices/mobilereg/mobileemailreg.aspx>.

B. Instructions pertaining to remote e-voting

In compliance with the provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time, Regulation 44 of the Listing Regulations, read with SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9th December 2020 relating to 'e-voting Facility Provided by Listed Entities' ("SEBI e-voting Circular"), the Company is pleased to provide to the members facility to exercise their right to vote on resolutions proposed to be considered at the Meeting by electronic means through e-voting services arranged by KFin. The following information is being provided to the shareholders in respect of remote e-voting:

- i. Members may cast their votes on all resolutions set out in the AGM Notice using an electronic voting system from a place other than the venue of the Meeting ("remote e-voting"). Remote e-voting is optional.
- ii. **The cut-off date for the purpose of ascertaining shareholders entitled for remote e-voting and voting at the Meeting is Thursday, 22nd September 2022 (hereinafter referred to as the "Cut-off Date").**
- iii. **The remote e-voting period commences from Monday, 26th September 2022 (9.00 a.m. IST) till Wednesday, 28th September 2022 (5.00 p.m. IST).** During this 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 by remote e-voting. The remote e-voting module shall be disabled by KFin for voting thereafter. Once the vote on a resolution is cast by a member, the member shall not be allowed to change it subsequently. Members, who cast their vote by remote e-voting, may attend the Meeting through VC / OAVM, but will not be entitled to cast their vote once again on the resolutions.
- iv. The voting rights of members shall be in proportion to their shares in the paid-up equity share capital of the Company as on the Cut-Off date.
- v. Any person, who acquires shares of the Company and becomes a member of the Company after the dispatch of AGM Notice and is holding shares as on the Cut-off date, may obtain the User ID and Password in the manner as mentioned below:

- 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 (EVEN) + Folio No. or DP ID Client ID to + 91 9212993399

Example for NSDL : MYEPWD<SPACE>IN12345612345678

Example for CDSL : MYEPWD<SPACE>1402345612345678

Example for Physical : MYEPWD<SPACE>68741234567890.