

- If email ID of the member is registered against Folio No. / DP ID Client ID, then on the homepage of <https://evoting.kfintech.com>, the member may click “Forgot password” and enter Folio No. or DP ID Client ID and PAN to generate a password
 - Members may send an email request to evoting@kfintech.com. If the member is already registered with the KFin e-voting platform then such member can use his / her existing User ID and password for casting the vote through remote e-voting.
 - If email ID or mobile number of the member is not registered against Folio No. / DP ID Client ID, then kindly refer to “Instructions for members who have not registered their email address” given at Point A above.
- vi. In terms of SEBI e-voting Circular, e-voting process has been enabled for all ‘individual demat account holders’, by way of a single login credential, through their demat accounts / websites of Depositories / Depository Participant(s) (“DP”). Any person holding shares in physical form and non-individual shareholders holding shares as of the Cut-off Date, may obtain the login ID and password by sending a request at evoting@kfintech.com. In case they are already registered with KFin for remote e-voting, they can use their existing User ID and password for e-voting.
- vii. The detailed instructions for remote e-voting are given in the AGM Notice available on the website of the Company (www.suzlon.com), the website of KFin (<https://evoting.kfintech.com>) and also on the website of the National Stock Exchange of India Limited (www.nseindia.com) and the BSE Limited (www.bseindia.com).

C. Instructions pertaining to attending the Meeting through VC / OAVM and for voting at the Meeting:

- i. Members will be able to attend the Meeting through VC / OAVM platform or view the live webcast of the Meeting at <https://emeetings.kfintech.com/> by using their remote e-voting login credentials and selecting the “EVEN” for the Company’s Meeting. Click on the video symbol and accept the meeting etiquettes to join the Meeting.
- ii. 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 AGM Notice. Further, members can also use the OTP based login for logging into the e-voting system.
- iii. Facility of joining the Meeting through VC / OAVM shall open 30 (thirty) minutes before the time scheduled for the Meeting and shall be kept open throughout the Meeting. Members will be able to participate in the Meeting through VC / OAVM on a first-come-first-serve basis. Up to 1,000 shareholders will be able to join the Meeting on a first-come-first-serve basis.
- iv. Members, holding shares as on the Cut-off date and who would like to speak or express their views or ask questions during the Meeting may register themselves as speakers at <https://emeetings.kfintech.com> and clicking on “Speaker Registration” during the period from Monday, 26th September 2022 (9:00 a.m. IST) up to Wednesday, 28th September 2022 (5.00 p.m. IST). Those members who have registered themselves as a speaker will only be allowed to speak / express their views / ask questions during the Meeting. The Company reserves the right to restrict the number of questions and number of speakers, as appropriate for smooth conduct of the Meeting.
- v. The procedure for e-voting during the Meeting is same as the procedure for remote e-voting since the Meeting is being held through VC / OAVM. The e-voting window shall be activated upon instructions of the Chairman of the Meeting during the Meeting. E-voting during the Meeting is integrated with the VC / OAVM platform and no separate login is required for the same. The detailed procedure for remote e-voting, attending the Meeting through VC / OAVM and voting at the Meeting has been provided in the AGM Notice

Mr. Ravi Kapoor, Practicing Company Secretary, has been appointed as Scrutinizer to scrutinize the remote e-voting process and e-voting at the Meeting in a fair and transparent manner.

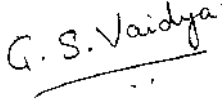
In case of any query and / or assistance required, relating to remote e-voting, attending the Meeting through VC / OAVM mode and e-voting during the Meeting, members may refer to the Help & Frequently Asked Questions (FAQs) and 'AGM VC / OAVM' user manual available at the download Section of <https://evoting.kfintech.com> or contact Mr. Ganesh Chandra Patro, Asst. Vice President, KFin at the email ID evoting@kfintech.com or KFin's toll free No.: 1-800-309-4001.

This is for your information as also for the information of your members and the public at large.

Thanking you,

Yours faithfully,

For Suzlon Energy Limited



Geetanjali S. Vaidya,
Company Secretary.

Encl.: As above.