Instructions for E-voting and Joining Annual General Meeting through VC/OAVM

Date of AGM: 17th August, 2021
Day: Tuesday
Time: 11:00 AM
Platform for E-voting and Joining AGM through VC/OAVM: NSDL
Remote E-voting: 13th August, 2021 (09:00 am) to 16th August, 2021 (05:00 pm)
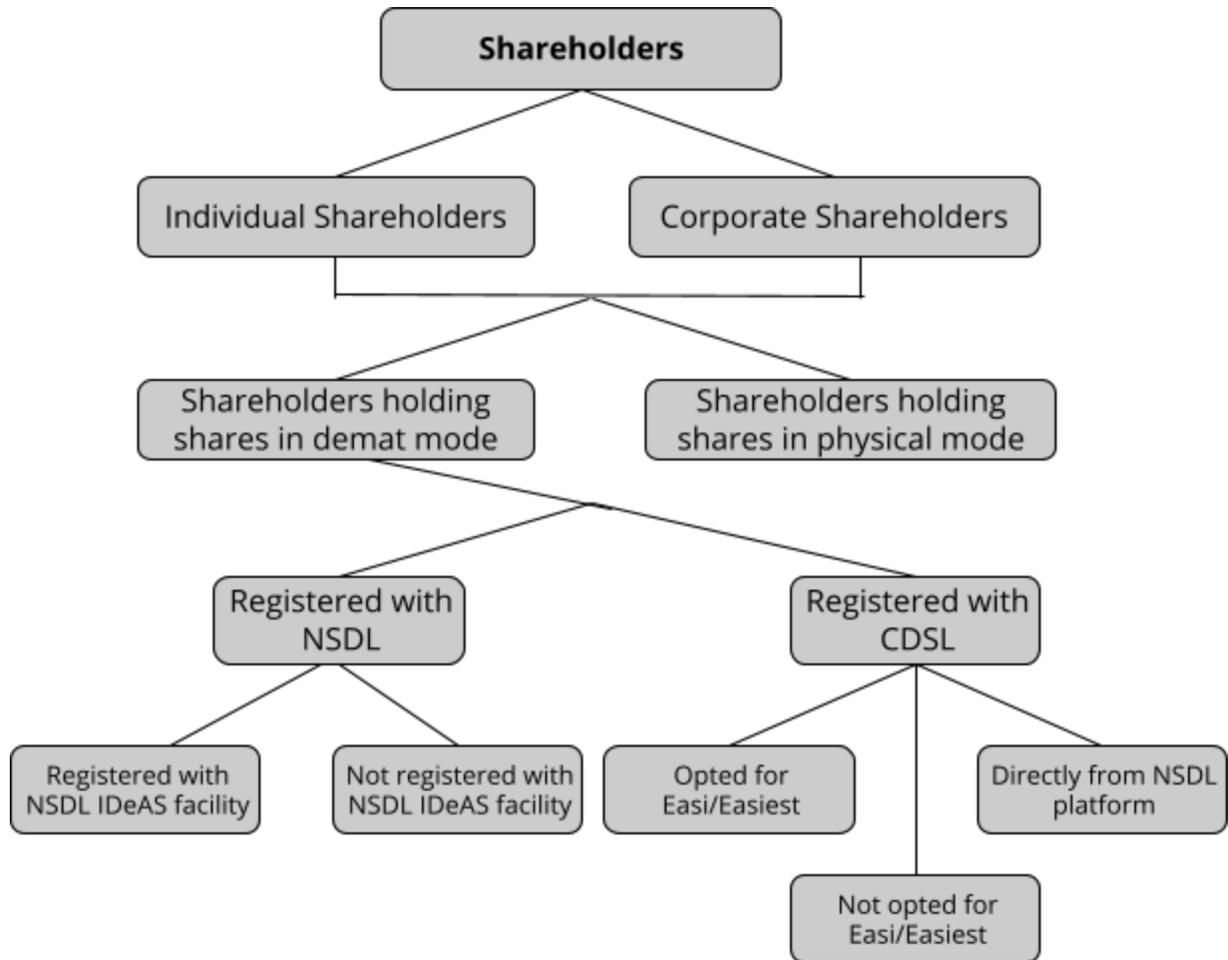
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➢ **PRE-REQUISITES:**

➔ Any internet enabled device – Laptop/Desktop/Smartphone/Tablet can be used however members are encouraged to join the Meeting through Laptops for better experience.
➔ Latest internet browser
➔ Laptop/desktop with at least Core2duo processor, 1GB RAM, good quality multimedia kit, Internet connectivity good quality without proxy & firewall –ideally broadband connectivity-512 kbps or 2 mbps and above dedicated bandwidth
➔ iPad viewers to have good internet connection of at least 1 Mbps bandwidth to view the webcast
➔ Participants connecting from mobile devices or tablets or through laptop connecting via mobile hotspot may experience Audio/Video loss due to fluctuation in their respective network. It is therefore recommended to use stable Wi-Fi or LAN connection to mitigate any kind of aforesaid glitches.

➢ **IMPORTANT POINTS TO REMEMBER:**

➔ Members must ensure that no application is running in background and their WiFi is not connected to any other device for seamlessly viewing the AGM.

➔ The e-voting during AGM will be activated only once you join the **"VC/OAVM"** link.

➔ If you have cast your votes through remote e-voting you will not be able to cast votes during the AGM. The votes once cast cannot be changed or modified.

➔ E-voting will remain active till 30 minutes after the conclusion of AGM.

➔ It is advisable to login beforehand at E-voting platform, as explained in this document, to be familiar with the procedure so that you do not face any trouble while logging in during the AGM.

➔ In case you are holding more than one folio number/demat account then you will have to vote separately for each folio number/demat account. In case you do not wish to vote on any specific item then it will be treated as abstained.

➔ The results of e-voting and remote e-voting will be available on the Company's website i.e. www.whirlpoolindia.com , NSDL e-voting platform i.e. www.evoting.nsdl.com and on the website of stock exchanges i.e. www.bseindia.com and www.nseindia.com within two working days from the conclusion of AGM.

SUMMARY OF CATEGORISATION OF TYPE OF SHAREHOLDERS

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                        ┌─────────────────┐
                        │  Shareholders   │
                        └─────────────────┘
                ┌───────────────┴───────────────┐
    ┌───────────────────────┐      ┌───────────────────────┐
    │ Individual Shareholders│      │ Corporate Shareholders │
    └───────────────────────┘      └───────────────────────┘
              └───────────────┬───────────────┘
      ┌─────────────────────┐      ┌─────────────────────┐
      │ Shareholders holding │      │ Shareholders holding │
      │ shares in demat mode │      │ shares in physical   │
      │                      │      │ mode                 │
      └─────────────────────┘      └─────────────────────┘
           ┌──────────────────────────┴──────────────────────┐
    ┌─────────────────┐                          ┌─────────────────┐
    │ Registered with │                          │ Registered with │
    │      NSDL       │                          │      CDSL       │
    └─────────────────┘                          └─────────────────┘
       ┌──────┴──────┐                         ┌───────┴────────┐
┌───────────────┐ ┌──────────────────┐  ┌─────────────┐ ┌──────────────────┐
│ Registered with│ │ Not registered   │  │ Opted for   │ │ Directly from    │
│ NSDL IDeAS     │ │ with NSDL IDeAS  │  │ Easi/Easiest│ │ NSDL platform    │
│ facility       │ │ facility         │  └─────────────┘ └──────────────────┘
└───────────────┘ └──────────────────┘          ┌─────────────┐
                                                 │ Not opted for│
                                                 │ Easi/Easiest │
                                                 └─────────────┘
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LOGIN PROCEDURE

➔ INDIVIDUAL SHAREHOLDERS

A. Individual Shareholders registered with NSDL -

1. Users registered for NSDL IDeAS facility:
   ● Open web browser by typing the following URL: https://eservices.nsdl.com/ either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the **"Beneficial Owner"** icon under **"Login"** which is available under **"IDeAS"** section.
   ● A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-voting services. Click on **"Access to e-Voting"** under e-voting services and you will be able to see e-Voting page.
   ● Click on options available against company name or e-voting service provider - NSDL and you will be redirected to NSDL e-voting website for casting your vote during the remote e-voting period or joining virtual meeting & voting during the meeting.

2. Users not registered for NSDL IDeAS facility:
   ● Option to register is available at https://eservices.nsdl.com. Select **"Register Online for IDeAS"** Portal or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp
   ● After successfully registering on IDeAS, visit the e-voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a mobile. Once the home page of e-voting system is launched, click on the icon **"Login"** which is available under **'Shareholder/Member'** section.
   ● A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to the NSDL Depository site wherein you can see the e-voting page.
   ● Click on options available against the company name or e-voting service provider - NSDL and you will be redirected to the e-voting website of NSDL for casting your vote during the remote e-voting period or joining virtual meeting & voting during the meeting.

B. Individual Shareholders registered with CDSL -

i. Users who have opted for Easi / Easiest:

   ● Shareholders can login through their user id and password. Option will be made available to reach e-voting page without any further authentication. The URL for users to login to Easi / Easiest are https://web.cdslindia.com/myeasi/home/login or www.cdslindia.com and click on New System Myeasi.

- After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of e-voting service provider i.e. NSDL. Click on NSDL to cast your vote.

ii. Users who have not opted for Easi/Easiest:

- Option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration

iii. Visit the e-voting website of NSDL:

- Alternatively, the user can directly access e-voting page by providing demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the demat account.
- After successful authentication, user will be provided links for the respective ESP i.e. NSDL where e-voting is in progress.

Important note: Members who are unable to retrieve User ID/ Password are advised to use **Forget User ID and Forget Password option** available at abovementioned website (Please refer below instructions to retrieve password).

➔ CORPORATE SHAREHOLDERS

1. Users registered with NSDL IDeAS facility:

- If you are registered for NSDL eservices i.e. IDEAS, you can log-in at https://eservices.nsdl.com/ with your existing IDEAS login.

- Once you log-in to NSDL eservices after using your log-in credentials, click on e-voting and you can proceed to cast your vote electronically.

2. Users not registered for NSDL IDeAS facility:

- Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a mobile.

- Once the home page of e-Voting system is launched, click on the icon **"Login"** which is available under **'Shareholder/Member'** section.

- A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.

Your User ID details are given below :

Manner of holding shares	Your User ID is:
A. For members who hold shares in demat account with NSDL	8 Character DP ID followed by 8 Digit Client ID. For example: if your DP ID is IN300*** and Client ID is 12****** then your user ID is IN300***12******.
B. For Members who hold shares in demat account with CDSL	16 Digit Beneficiary ID For example: if your Beneficiary ID is 12************** then your user ID is 12**************

➔ **SHAREHOLDERS HOLDING SHARES IN PHYSICAL FORM**
- Visit the e-voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a mobile.
- Once the home page of e-voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
- A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at https://eservices.nsdl.com/ with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on evoting and you can proceed to Step 2 i.e. Cast your vote electronically.

Your User ID details are given below :

A. For members holding shares in physical form	EVEN Number followed by Folio Number registered with the company For example: if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

INSTRUCTIONS FOR PASSWORD-

➢ **Your Password details are given below:**
- If you are already registered for e-voting, then you can use your existing password to login and cast your vote.
- If you are using NSDL e-voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
- *How to retrieve your 'initial password'?*
  ➔ If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a pdf file. Open the pdf file. The password to open the pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form.

The pdf file contains your 'User ID' and your 'initial password'.

➔ If your email ID is not registered, please follow the process **for those shareholders whose email address are not registered.**

➢ **If you are unable to retrieve or have not received the " Initial password" or have forgotten your password:**
  ● Click on **"Forgot User Details/Password?"** (If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
  ● Physical User Reset Password? (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.
  ● If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  ● Members can also use the OTP (One Time Password) based login for casting the votes on the e-voting system of NSDL.
➢ After entering your password, tick on Agree to **"Terms and Conditions"** by selecting on the check box.
➢ Now, you will have to click on **"Login"** button.
➢ After you click on the **"Login"** button, Home page of e-voting will open.

PROCEDURE FOR CASTING VOTE AND JOINING AGM THROUGH NSDL PLATFORM

A) How to cast your vote electronically and join AGM on NSDL e-voting platform?
- After successful login, you will be able to see all the companies **"EVEN"** in which you are holding shares and whose voting cycle and General Meeting is in active status.
- Select **"EVEN"** of company for which you wish to cast your vote during the remote e-voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on **"VC/ OAVM"** link placed under **"Join General Meeting".**
- Now you are ready for e-voting as the Voting page opens.
- Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on **"Submit"** and also **"Confirm"** when prompted.
- Upon confirmation, the message **"Vote cast successfully"** will be displayed.
- You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

B) Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e-mail ids for e-voting for the resolutions set out in this notice:

- Members whose shares are held in physical mode are requested to 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 delhi@linkintime.co.in or shikha.karakoti@linkintime.co.in.
- Members whose 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 delhi@linkintime.co.in or shikha.karakoti@linkintime.co.in. If you are an Individual shareholder holding shares in demat mode, you are requested to refer to the login method explained at step 1 (A) i.e. Login method for e-voting and joining virtual meeting for Individual shareholders holding shares in demat mode.
- Alternatively shareholder/members may send a request to evoting@nsdl.co.in for procuring user id and password for e-voting by providing above mentioned documents.
- In terms of SEBI circular dated December 9, 2020 on e-voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-voting facility.

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HELPDESK DETAILS

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 evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30
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 helpdesk.evoting @cdslindia.com or contact at 022- 23058738 or 022-23058542-43
Any shareholder who faces any issue in joining AGM or in e-voting during AGM	● Refer AGM notice for detailed instructions ● Refer the Frequently Asked Questions ("FAQs") and e-voting manual available at the download section of www.evoting.nsdl.com ● Call on toll free number 1800 1020 990 and 1800 22 4430 or send a request to Ms. Pallavi Mhatre, Manager - NSDL at evoting@nsdl.co.in.