

**NOTICE IS HEREBY GIVEN THAT THE SEVENTEENTH ANNUAL GENERAL MEETING ("AGM") OF TECH MAHINDRA BUSINESS SERVICES LIMITED IS SCHEDULED TO BE HELD ON 25<sup>th</sup> DAY OF JULY, 2022 AT 5:30 P.M. IST THROUGH VIDEO CONFERENCE ("VC")/OTHER AUDIT VISUAL MEANS ("OAVM"), TO TRANSACT THE FOLLOWING BUSINESS:**

**ORDINARY BUSINESS:**

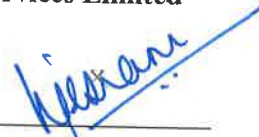
1. To consider and adopt the Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup> March, 2022 and the Reports of the Board of Directors and the Auditors thereon.
2. To confirm the interim dividend of Rs. 1000/- per equity share on the face value of Rs. 10/- each of the Company paid during the year, as final dividend on the equity shares for the financial year ended 31<sup>st</sup> March, 2022.
3. To appoint a Director in place of Mr. Sujit Baksi (DIN: 02802275), who retires by rotation and being eligible, offers himself for re-appointment.

**By Order of the Board**  
**For Tech Mahindra Business Services Limited**

**Place : Mumbai**  
**Date : 30 April, 2022**



**Birendra Sen**  
Director



**Kunal Jesrani**  
Director

**NOTES:**

1. A Statement pursuant to Section 102(1) of the Companies Act, 2013, is not required to be annexed hereto as there is no Special Business to be transacted at the Meeting.
2. The login credentials to attend the meeting through VC/OAVM shall be shared at registered emails id of Members.
3. In view of COVID-19 pandemic, social distancing norms to be followed and the continuing restrictions on movement of persons at several places in the country and in terms of Ministry of Corporate Affairs (“MCA”) General Circular No. 20/2020 dated 5<sup>th</sup> May, 2020 read with General Circular 14/2020 dated 8<sup>th</sup> April, 2020, General Circular 17/2020 dated 13<sup>th</sup> April, 2020, General Circular No. 02/2021 dated 13<sup>th</sup> January, 2021 and 21/2021 dated 14<sup>th</sup> December, 2021 (“MCA Circulars”), the 17<sup>th</sup> AGM of the Company is being conducted through VC/OAVM which does not require physical presence of members at a common venue. The deemed venue for the AGM shall be the Registered Office of the Company.
4. Pursuant to the Circular No. 14/2020 dated April 08, 2020, and Circular No. 20/2020 dated May 05, 2020 issued by the MCA, the facility to appoint proxy to attend and cast vote for the members is not available for this AGM. However, body corporates are entitled to appoint authorised representatives to attend the AGM through VC/OAVM and participate thereat and cast their votes through e-voting.
5. Corporate members intending to authorize their authorized representatives to attend the meeting through video conferencing are advised to send a duly certified copy of the Board Resolution authorizing their representative to attend and vote at the meeting.
6. Facility of joining the AGM through VC / OAVM shall open 15 minutes before the time scheduled for the AGM and the Members can join the AGM by following the procedure mentioned in this Notice.
7. Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Act.
8. Since the AGM will be held through VC/OAVM, the route map is not annexed with the Notice.
9. The registers of Directors and KMP along with their shareholding maintained under Section 170 of the Companies Act, 2013, will be available on demand for the inspection by the members at the Annual General Meeting. The copies of such records shall be shared with them on their registered email ids.
10. Members may attend the AGM, by following the invitation link sent to their registered email ID. Members will be able to locate Meeting ID/ Password/ and JOIN MEETING tab. By Clicking on JOIN MEETING they will be redirected to Meeting Room via browser or by running Temporary Application. In order to join the Meeting, follow the step and provide the required details (mentioned above - Meeting Id/Password/Email Address) and Join the Meeting.

**INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:**

- i. Member will be provided with a facility to attend the AGM through VC/OAVM through the Webex Facility/Microsoft Teams. Members may login by using their credentials.
- ii. Members are encouraged to join the Meeting through Laptops for better experience.
- iii. Further, Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- iv. Please note that 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.

**DETAILS PURSUANT TO SECRETARIAL STANDARD-2 ON GENERAL MEETINGS IN RESPECT OF DIRECTORS SEEKING APPOINTMENT / RE-APPOINTMENT.**

**Mr. Sujit Bakshi (DIN: 02802275)**

Mr. Sujit Bakshi is a Director of Tech Mahindra Business Services Limited. An accomplished business leader in people management, operations management, and corporate strategy, Mr. Sujit Bakshi have joined the Organization in 2012. He is also the Chairman of Nth Dimension Ltd.

Mr. Sujit Bakshi was President, Corporate Affairs at Tech Mahindra till September, 2021. He was also responsible for APAC Enterprise Business. A visionary and a strategist with over 30 years of experience in the IT industry, Sujit has played a significant role in managing the rapid growth of the Organization and was a key member of the Executive Management team at Tech Mahindra.

Mr. Sujit Bakshi was with Lehman Brothers (India) as Senior Vice-President, CAO, and a member of the Lehman India Board. His highly impressive track record includes being President - Global Operations, Customer Services, and CEO at HCL Technologies (BPO Solutions and Services). He was also EVP HR at HCL Technologies and has worked with TCS, Ranbaxy Laboratories, Bank of India and Union Carbide.

Mr. Sujit Bakshi is a graduate from the Presidency College, Kolkata and holds a Master's degree from XLRI, Jamshedpur, and is a member of the governing Board of IIIT Naya Raipur.

Mr. Sujit Bakshi is deemed to be interested in this proposed resolution.