



13 September, 2016

The Manager  
Bombay Stock Exchange Limited  
Phiroze Jeejeebhoy Towers  
Dalal Street,  
**Mumbai – 400 001**

Dear Sir/Madam,

**Sub:-Newspaper Advertisement for Completion of dispatch of the Notice of the Extraordinary General Meeting**

With reference to captioned subject, we wish to inform you that the Company has completed the physical and electronic dispatch of the Notice of the Extraordinary General Meeting(EGM) dated 1 September 2016 to all members of the Company whose name appear in the Register of members/List of Beneficial owner as on 2 September 2016. The Notice has been uploaded to on the website of the Company as per the following details –

<http://www.mphasis.com/CorporateGovernance.html>

Pursuant to regulation 30 of the SEBI(Listing Obligations and Disclosure Requirements) Regulations,2015, we enclose herewith the Notice of EGM being sent to equity shareholders of the Company and the copy of newspaper advertisements for completion of dispatch of the Notice of the EGM as published today in the Business Standard and Ee Sanje (Kannada newspaper).

Kindly take the above said information on record as per the requirements of the Listing Regulations.

For Mphasis Limited

A Sivaram Nair  
EVP, Company Secretary,  
General Counsel & Ethics Officer



Encl.- As Above

**Mphasis Limited**

**Registered Office:** Bagmane World Technology Center, Marathalli Outer Ring Road, Doddanakhundi Village, Mahadevapura, Bangalore – 560 048, India.  
Ph.: +91 080 3352 5000; Fax: +91 080 6695 9943; CIN:L30007KA1992PLC025294





5. Any queries or grievances in relation to the electronic voting may be addressed to Mr. A Sivaram Nair, EVP, Company Secretary, General Counsel and Ethics officer at the registered office of the Company or may be e-mailed to [sivaram.nair@mphasis.com](mailto:sivaram.nair@mphasis.com).
6. The process and manner for remote e-voting are as under:
  - a) In case a Member receives an email from NSDL [for members whose email IDs are registered with the Company/Depository Participants(s)]:
    - (i) Open email and open PDF file viz; "remote e-voting.pdf" with your Client ID or Folio No. as the password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password.
    - (ii) Launch internet browser by typing the following URL: <https://www.evoting.nsdl.com/>
    - (iii) Click on Shareholder - Login
    - (iv) Put user ID and password as initial password/PIN noted in step (i) above. Click Login.
    - (v) Password change menu appears. Change the password/PIN with new password of your choice with minimum 8 digits/characters or combination thereof. Note the new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
    - (vi) Home page of remote e-voting opens. Click on remote e-voting: Active Voting Cycles.
    - (vii) Select "EVEN" of "Mphasis Limited".
    - (viii) Now you are ready for remote e-voting as Cast Vote page opens.
    - (ix) Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
    - (x) Upon confirmation, the message "vote cast successfully" will be displayed.
    - (xi) Once you have voted on the resolution, you will not be allowed to modify your vote.
    - (xii) Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF Format) of the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer,Mr. S P Nagarajan through e-mail to [cs@nagarajsp818.com](mailto:cs@nagarajsp818.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)
  - b) In case a member receives physical copy of the Notice of the EGM [for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy]:
    - (i) Initial password in the following form is enclosed with the attendance slip :

EVEN (Remote e-voting Event Number)	USER ID	PASSWORD/PIN

- (ii) Please follow all steps from Sl. No. (ii) to Sl. No. (xii) above, to cast vote.
7. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free No.: 1800-222-990.
8. If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.
9. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
10. The voting rights of members shall be in proportion to their shares held in the Company as on the cut-off date, i.e. Thursday, 6 October 2016.
11. Any person, who acquires shares of the Company and becomes a member of the Company after dispatch of the notice and holds shares as of the cut-off date i.e. Thursday, 6 October 2016, such member may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [giri@integratedindia.in](mailto:giri@integratedindia.in)

However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/Password" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following toll free No.: 1800-222-990.







**Route Map for the Extraordinary General Meeting**





