

Combined Scrutinizer's Report on Postal Ballot
(Remote E-voting & Physical Voting by post)

To,
The Chairman
OTIS Elevator Company India Limited
9th Floor, Magnus Tower,
MindSpace, Link Road,
Malad (West), Mumbai - 400064

Sub: Passing of Resolution(s) through Postal Ballot (remote e-voting and physical voting by post) in terms of Section 108 and 110 of the Companies Act 2013 read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014 as amended

Dear Sir,

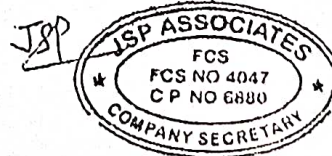
I, Jatin Shantilal Popat, proprietor of JSP Associates - Practicing Company Secretary, have been appointed as the Scrutinizer by the Board of Directors of OTIS Elevator Company India Limited (the Company) at its board meeting held on 23rd July 2024 for scrutinizing votes cast through postal ballot process including e-voting in respect of the resolution as set out in the Postal Ballot Notice dated 30th July 2024 in a fair and transparent manner to ascertain the requisite majority as per the provisions of the Companies Act, 2013 and rules made there under (including any amendment thereto for the time being in force).

The compliance with the provisions of the Companies Act, 2013 and the Rules made thereunder (including any amendment thereto for the time being in force) with regards to voting through postal ballot on the resolutions as set out in the Postal Ballot Notice is the responsibility of the Company's Management.

My responsibility as a Scrutinizer is to issue Scrutinizer's Report on the votes cast "in favour" or "against" or "invalid" votes, if any on the resolutions contained in the Postal Ballot Notice referred above, based on the reports generated from the remote e-voting system provided by Central Depository System Limited (CDSL) and postal ballots received in this regard, along with the reconciliation of the records maintained by the Company / CDSL / Registrar and Share Transfer Agent (RTA) of the Company.

The Company has confirmed that the Postal Ballot notice was issued pursuant to Section 110 of the Companies Act, 2013 ("Act"), the Companies (Management and Administration) Rules, 2014 ("Rules") and other applicable provisions of the Act and the rules, Secretarial Standard on General Meetings ("SS-2") issued by the Institute of Company Secretaries of India and other applicable laws, rules and regulations (including any statutory modification(s) or re-enactment(s) thereof for the time being in force and as amended from time to time.

The Company has further confirmed that the Postal Ballot Notice was sent to those members whose names appear on the Register of Members / List of Beneficial Owners as on 24th July 2024 ("Cut-off Date") through email, to those members whose email address was registered with the Company / Link Intime India Private, Company's Registrar and Transfer Agent (RTA) / Depositories; and through self-addressed Business Reply Envelope to the members whose email address were not registered. The Notice was also made available on the Company's website and on the website of CDSL.

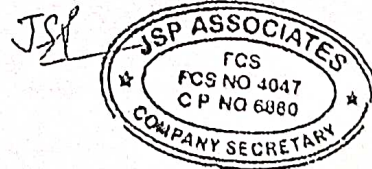


Report on Scrutiny:

- The Company had appointed Central Depository Services (India) Limited ("CDSL") as its Service Provider for the purpose of extending the facility of remote e-voting to the Members of the Company.
- The Cut-off date for the purposes of identifying the Members who were entitled to vote on the resolutions placed for approval of the Members was 24th July 2024.
- The voting through postal ballot and remote e-voting facility was open from Thursday, 1st August 2024 at 9.00 A.M. to Friday, 30th August 2024 at 5:00 P.M.
- At the end of the voting period on 30th August 2024 at 5.00 P.M., the voting platform of the Service Provider was disabled forthwith. Further, there were no postal ballot forms received either by the Company or Company's RTA after 5:00 P.M on 30th August 2024
- The RTA had at its office at Vikhroli, Mumbai deposited the postal ballots received till the closure date of voting in a locked ballot box. Subsequently, the ballot box was unlocked on 2nd September 2024 in my presence and in the presence of Mr. Hemang Dhakan. and Ms. Supriya Maurya, not in employment of the Company, who acted as witnesses, and the postal ballot papers were diligently scrutinized. The postal ballot papers were reconciled with the records maintained by the Registrar and Transfer Agents of the Company and the authorizations lodged with the Company. The postal ballot papers, which were incomplete and/or which were otherwise found defective have been treated as invalid and kept separately.
- Subsequently, the Remote E-Voting facility was duly unblocked by me as a Scrutinizer in the presence of two witnesses as mentioned above as prescribed in Sub Rule 4(xii) of Rule 20 of the Companies (Management & Administration) Rules, 2014.
- Thereafter, I as a Scrutinizer duly compiled details of the Postal Ballot forms and Remote E-Voting and the results of the same are given below: -

Details	Remote E-voting	Physical voting by Post	Total voting
Number of members who casted their votes	55	15	70
Total No. of shares held by them	11612017	1339	11613356
Valid votes	As per details provided under each Resolution mentioned hereunder		
Invalid / Abstained	As mentioned under each of the Resolution mentioned hereunder		

Note: Percentage of votes cast in favour or against the resolutions are calculated based on the Valid Votes cast through Remote E-Voting and Physical voting by post.



SPECIAL BUSINESS

Reduction of equity share capital of the Company (As a Special Resolution):

Manner of Voting	Votes in favour of the resolution			Votes against the resolution			Invalid / Abstain Votes	
	No. of Shareholders	Number of Shares	% age	No. of Shareholders	Number of Shares	% age	No. of Shareholders	Number of Shares
Postal ballot								
Through Remote E-voting	23	11601456	99.8984	32	10561	0.0909	0	0
Through physical voting by post	5	848	0.0073	7	388	0.0033	3	103
TOTAL	28	11602304	98.9058	39	10949	0.0942	3	103

Resolution mentioned in the Postal Ballot Notice as per the details above stand passed by the Members of the Company with requisite majority.

I hereby confirm that, I have maintained the electronic voting data downloaded and made available by the Service Provider, in respect of the remote e-voting and votes cast through postal ballot. All the relevant records relating to postal ballot including remote e-voting will remain in my custody until the Chairman or a Director/person authorized in this regard considers, approves and signs the minutes of the Postal Ballot and the same shall be handed over to the Chairman / Company Secretary of the Company for safe keeping.

Thanking you,

Yours faithfully,
For JSP Associates

Jatin Popat

Jatin Popat
Proprietor

FCS 4047 / CP No. 6880

UDIN: F004047F001124529

Peer Review Certificate No. 2867/2023



Witnesses:

1. Mr. Hemang Dhakan *H.B. Dhakan*

2. Supriya Maurya *Supriya*

Place: Mumbai

Date: 3rd September, 2024



Counter-signed by Ms. Rutika Pawar
Company Secretary