

11.

- A. Members are requested to participate in the meeting by following the instructions specified below:

Click the following link and join at the specified time and date:

Topic: ZHL 1st EGM for FY 2022-23

Time: April 22 , 2022 11:00 AM India

Join Zoom Meeting

<https://zoom.us/j/91761408453?pwd=QiswNithaDZTRzgxNWoyeXBidnV1dz09>

Meeting ID: 917 6140 8453

Passcode: 953345

After clicking on above link, a new window will open with option to “Join” or “Present”. Please click on “Join”.

Please keep your video ON all the time and keep your microphone on mute when you are not speaking.

- B. Before joining, be sure to check system requirements to avoid any connection issues. Please take a screenshot of the error and send the same immediately on the above email id or send an email explaining the error. Please note that this can be done at any time, whenever you face any error/difficulty, whether prior to the meeting or during the meeting. In the event you face connectivity issues or audio issues, please inform us in writing immediately at the above email address to enable us to resolve the issue or take appropriate steps. In addition to this you can also call Mr. Surendra Agarwal on (+919819776083) for any technical assistance before or during the meeting.
- C. The facility for joining the meeting shall be kept open at least 15 minutes before and after the time schedule for the meeting.
- D. In case of any queries, you may reach out to Mr. Surendra Agarwal at Surendra.agarwal@zhl.in.
- E. The voting shall be done by show of hands unless poll is demanded by any Member. In the event a poll is required to be taken during the meeting, the Members shall convey their vote at the email address of the Scrutinizer, as appointed by the Chairman. The Members shall cast their vote, in case of poll, on the resolution only by sending emails through their email address registered with the Company.
- F. In case you have any question regarding the agenda to be transacted at this EGM, please write your question on the email id mentioned in Clause (D) above.
- G. If you have any question during the meeting, you may ask the same after reading out the agenda or you may write question in chat box provided in the software Zoom App/Zoom Web.
- H. Suggested System requirements for best VC experience:
Internet connection – broadband, wired or wireless (4G/LTE), with a speed of 5 Mbps or more.

