To

The Member

DN OxyPark Residents Welfare Society

Bhubaneswar, Orissa

Dear Sir/ Madam

Please note that DN OxyPark Residents Welfare Society ("the Society"), of which you are a member, is pleased to provide e-Voting facility to its Members through the e-Voting platform of NSDL and supported by Accurate Securities & Registry Private Limited. In this regard, your house number has been enrolled by the Society for your participation in e-Voting on the Resolutions proposed by the Society on the e-Voting system. The Notice, instructions and manner of e-Voting process can be downloaded from the link "https://www.accuratesecurities.com/resources.html".

The e-voting period commences at 0700 hrs IST on 8 June 2020 and ends at 1900 hrs IST 8 June 2020. During this period members of the Society, may cast their vote electronically. The e-voting module shall also be disabled for voting after 1900 hrs IST on 08 June 2020. **Once the vote on a resolution is casted by the member, the member shall not be allowed to change it subsequently.**

EVEN for Presidential Election: 112969

EVEN for Presidential Election: 112970

The procedure to login to e-Voting website consists of two steps as detailed hereunder:

Step 1: Registration/ Log-in to NSDL e-Voting system

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/.

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

3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen. Once you log-in to NSDL e-Voting after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

4. **User ID:** EVEN Number followed by House Number registered with the Society (For example if house number is 001 and EVEN is 101456 then user ID is 101456001).

5. **Password:**

      a. , You will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need enter the 'initial password' and the system will force you to change your password.

      b. Retrieve 'Initial Password': Your email ID is registered with your society, 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 house number. The .pdf file contains your 'User ID' and your 'initial password'.

6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:

      a. "Physical User Reset Password?" (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.

      b. If you are still unable to get the password, you can send a request at evoting@nsdl.co.in and CC to info@accuratesecurities.com mentioning your house number, your PAN, your name and your full address.

7. OTP Password: Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL. OTP will be sent to the mobile number (only Indian) registered with your Society. **Please note this facility is not available for overseas mobile numbers.**

8. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.

9. Now, you will have to click on "Login" button.

10. After you click on the "Login" button, Home page of e-Voting will open.

Step 2: Cast your vote electronically on NSDL e-Voting system.

1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.

2. After click on Active Voting Cycles, you will be able to see the Society (DNOP) "EVEN" in which you are a member and whose voting cycle is in active status.

3. Select "EVEN" of the Society.

4. Now you are ready for e-Voting as the Voting page opens.

5. Cast your vote by selecting appropriate options i.e. on your preferred candidate, s for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.

6. Upon confirmation, the message "Vote cast successfully" will be displayed.

7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.

8. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

General Guidelines for Members:

1. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "Forgot User Details/Password?" or "Physical User Reset Password?" option available on www.evoting.nsdl.com to reset the password.

In case of any queries, you may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the Downloads sections of https://www.evoting.nsdl.com or contact NSDL by email at evoting@nsdl.co.in, CC to info@accuratesecurities.com or call on.: 1800 222 990.

Assuring you of our best services,

Regards,
e-Voting support desk
Accurate Securities & Registry Private Limited