

Instructions for participation through VC in the 32nd Annual General Meeting of BEL Optronics Limited

Please follow the below steps for registration and participation

Step 1 : Access the VC portal by clicking this link <https://belop.my.webex.com/>

System requirements for best VC experience:

Internet connection – broadband, wired or wireless (3G or 4G/LTE), with a speed of 5 Mbps or more
Microphone and speakers – built-in or USB plug-in or wireless Bluetooth

Browser :

Preferred Browser :- Google Chrome : Version 80

Other Browsers :

Mozilla Firefox : Version 74

Microsoft Edge Chromium Based: Version 80

Apple Safari for macOS : Version 12 and 13

Apple Safari for iOS :- iOS versions: 12.4 and 13.3

Yandex for Windows: Version 20

Helpline numbers

+91-020- 27130981/2/3/4 extn. 107/105

Step 2 : **After accessing the URL, Enter the Meeting ID and click on “Join” to join the VC session**

Enter the meeting passcode and click “OK”. The meeting passcode would be sent to the registered Email Id's of the members 48 hours before the start of the AGM.

Note : Institutional / corporate shareholders are required to send/upload the Board Resolution/ Authorisation Letter authorising its representatives to attend the AGM through VC.

Step 3 : **After entering the Meeting Passcode, Members should click “Join Meeting”. After joining Members should enter their Name and E-mail ID and click on Join Meeting**

Step 4 : **Next Screen will prompt for Camera & Microphone permission and permission should be given**

After joining the meeting successfully, user will get *Self View on left bottom corner* of the screen and other meeting Info like *number of participants, layout etc. on right top corner* of the screen.

Step 5 : Members can post questions either through chat or video feature available in the VC. Members can exercise these options once the floor is open for shareholder queries.

General Guidelines for VC participation

- i. Members may note that the 32nd AGM of the Company will be convened through VC in compliance with the applicable provisions of the Companies Act, 2013, read with the Circulars. The facility to attend the meeting through VC will be provided by the Company. Members may access the same at <https://belop.my.webex.com/>
- ii. The facility of joining the AGM through VC/OAVM will be opened 60 minutes before the scheduled start-time of the AGM.
- iii. The Company reserves the right to limit the number of Members asking questions depending on the availability of time at the AGM.

- iv. Members can participate in the AGM through their desktops/smartphones/ laptops etc. However, for better experience and smooth participation, it is advisable to join the meeting through desktops / laptops with high-speed internet connectivity.
- v. Please note that participants connecting from mobile devices or tablets, or through laptops via mobile hotspot may experience audio / video loss due to fluctuation in their respective networks. It is therefore recommended to use a stable Wi-Fi or LAN connection to mitigate any of the aforementioned glitches.

**BY ORDER OF THE BOARD
FOR BEL OPTRONIC DEVICES LIMITED,**



**PRIYA. S. IYER
COMPANY SECRETARY**

Place : PUNE
Dated : 17th August 2022