

To,
Members,
Fixed Income Money Markets and Derivatives
Association of India

NOTICE CONVENING 23rd ANNUAL GENERAL MEETING of FIMMDA

NOTICE IS HEREBY GIVEN that the 23rd Annual General Meeting of **FIXED INCOME MONEY MARKET & DERIVATIVES ASSOCIATION OF INDIA (FIMMDA)** will be held through Video Conferencing/Other Audio-Visual Means ("VC/OAVM") on **Monday, the 29th November, 2021 at 3.00 p.m.** to transact the following business:

1. To receive, consider and adopt:
 - (a) the Audited Financial Statements of the Company for the financial year ended March 31, 2021; and
 - (b) the Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2021,
together with the Reports of the Board of Directors and Auditors thereon.
2. To appoint a director in the place of Shri S.V. Sastry, Authorised Representative of State Bank of India (holding DIN 07972562), who retires by rotation and, being eligible, offers himself for reappointment.
3. To appoint a director in the place of Shri Ashish Parthasarathy, Authorised Representative of HDFC Bank Ltd (holding DIN 08209972), who retires by rotation and, being eligible, offers himself for reappointment.
4. To appoint a director in the place of Shri Dillip Kumar Mishra, Authorised Representative of SBI DFHI Ltd (holding DIN 09209415), who retires by rotation and, being eligible, offers himself for reappointment.
5. To appoint a director in the place of Shri K.V. Rajani Kanth, Authorised Representative of IDBI Bank Ltd (holding DIN 08236701), who retires by rotation and, being eligible, offers himself for reappointment.
6. To appoint Auditors and fix their remuneration

Registered Office:

Fixed Income Money Markets &
Derivatives Association of India,
2nd Floor, United India Building,
Sir P.M. Road, Fort,
Mumbai-400 001.

Date: October 27, 2021

By order of the Board



(G. RAVINDRANATH)
Chief Executive Officer

NOTES on E-Voting

NSDL e-Voting System – e-voting during AGM

1. As you are aware, in view of the situation arising due to COVID-19 global pandemic, the general meetings of the companies shall be conducted as per the guidelines issued by the Ministry of Corporate Affairs (MCA) vide Circular No. 14/2020 dated April 8, 2020, Circular No.17/2020 dated April 13, 2020 and Circular No. 20/2020 dated May 05, 2020. The forthcoming AGM will thus be held through video conferencing (VC) or other audio-visual means (OAVM). Hence, Members can attend and participate in the ensuing AGM through VC/OAVM.
2. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended), and MCA Circulars dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company will provide facility of e-voting to its Members during AGM in respect of the business to be transacted at the 23rd AGM. For this purpose, the Company has entered into an agreement with National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized e-Voting agency. The facility of casting votes by a member using the e-voting system on the date of the AGM will be provided by NSDL.
3. The Members can join the 23rd AGM in the VC/OAVM mode 30 minutes before the AGM and 15 minutes after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the AGM through VC/OAVM will be made available to all the members, Directors, Auditors, and other Executives of FIMMDA who are allowed to attend the AGM.
4. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Companies Act, 2013.
5. Pursuant to MCA Circular No. 14/2020 dated April 08, 2020, the **facility to appoint proxy** to attend and cast vote for the members **is not available** for this AGM.
6. In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April 13, 2020, the Notice calling the 23rd AGM has been uploaded on the website of the Company at www.fimmda.org. The 23rd AGM Notice will also be disseminated on the website of the NSDL.

Notice Convening 23rd AGM of FIMMDA

7. Instructions for members attending the 23rd AGM through VC/OAVM of the NSDL is appended to this Notice and also will be conveyed separately to all members through the Company's website www.fimmda.org.

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(G. RAVINDRANATH)
Chief Executive Officer

PROCEDURE FOR REMOTE E-VOTING AND E-VOTING DURING THE AGM (For ORDINARY / LIFE Members):

(Members are requested to note that Remote E-Voting procedures are not applicable for the 23rd FIMMDA AGM and any reference herein to remote e- voting shall be ignored)

Pursuant to provisions of Section 108 and other applicable provisions, if any, of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, the CG is pleased to provide the facility of remote e-voting to the Members, to exercise their right to vote on the resolution(s) proposed to be passed at the AGM. The facility for casting votes through remote e-voting will be provided by NSDL.

The remote e-voting period begins on ----- The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the Member, the Member shall not be allowed to change it subsequently.

1. Member will be provided with a facility to cast the Votes through the NSDL e-Voting system. Members may access the same at <https://www.evoting.nSDL.com> under shareholder/member login by using the remote e-voting credentials. Please note that the members who do not have the User ID and Password for casting the Vote or have forgotten the User ID and Password may retrieve the same by following the remote instructions mentioned in the notice to avoid last minute rush. Further members can also use the OTP based login for logging into the portal of NSDL.

How To e-Vote

You will receive Email from NSDL with your login credentials.

Step – 1 – Member visit NSDL evoting site <https://evoting.nSDL.com> and **click on 'Shareholder/Member' login button.**

Step – 2 – Member will get below page where he has to enter his/her login credentials.

The screenshot shows the NSDL e-Voting login interface. It includes a header with the NSDL logo and the text 'Shareholders/Members Login'. Below the header, there is a 'Skip to main content' link. The main form contains the following elements: a 'User Id' input field; a 'Login Type' section with radio buttons for 'Password' (selected) and 'OTP'; a 'Verification Code' field displaying '716166' and a 'Play Audio' button; a 'Use Virtual Keyboard (For Password)' checkbox with a 'Shuffle On' button; a 'Password' input field; a 'Verification Code' field with 'CLEAR' and 'BACKSPACE' buttons; a checkbox for 'I hereby agree to all Terms and Conditions'; 'Login' and 'Reset' buttons; and two links: 'Forgot User Details/Password?' and 'Physical User: Reset Password?'.

Step – 3 – Member has to click on “e-Voting” ‘Active e-voting Cycles/VC or OAVM’

Step – 4 – Member gets to see association details in below mentioned format.

View e-Voting Cycles / VC or OAVM									
EVEN	ISIN	Company Name	Start Date	End Date	Result Date	Holdings on Record Date	e-Voting Status	Join General Meeting	AGM Docs
-	-	-	-	-	-	-	-	-	-

Step- 5 Click on Even No. for Casting Vote

Process to Retrieve Password:-

- 1) Your User ID will be a combination of EVEN No. and Membership Id of association
- 2) Your password details are given below:
 - a. If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
 - b. 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 membership number. The .pdf file contains your 'User ID' and your 'initial password'
- 3) How to retrieve your 'initial password'?
 - a. If your email ID is registered with the association, your 'initial password' is attached with this mail.
 - b. If your email ID is not registered, please Use OTP LOGIN method
- 4) If you are unable to retrieve or have not received the "Initial password" or have forgotten your password
 - a. If you are still unable to get the password, you can send a request at evoting@nsdl.co.in mentioning your Membership Id, your name. or call on toll free number 1800 1020 990 and 1800 22 44 30
 - b. Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL
- 5) After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 6) Now, you will have to click on "Login" button
- 7) After you click on the "Login" button, Home page of e-Voting will open.

ASSISTANCE FOR ATTENDANCE/VOTING AT THE AGM:-

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 at the following toll free no.: 1800 1020 990 and 1800 22 44 30 or mail at evoting@nsdl.co.in

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