

International Data Management Limited

CIN L72300DL1977PLC008782

Regd. Office : 806, Siddharth, 96, Nehru Place, New Delhi-110019

Email : idmcomplianceofficer@gmail.com; **Website :** www.idmlimited.in, **Tel. :** 011-26444812

NOTICE

NOTICE is hereby given that the Fortieth Annual General Meeting of the Members of International Data Management Limited will be held on Wednesday, 27th September, 2017 at 3:30 P.M. at Lok Kala Manch, 20, Institutional Area, Lodhi Road, New Delhi - 110003 to transact the following business.

ORDINARY BUSINESS:

1. To receive, consider and adopt the audited Balance Sheet of the Company as at 31st March, 2017 and the Profit and Loss Account for the year ended on that date, together with the reports of the Directors and Auditors thereon.
2. To appoint a Director in place of Ms. Rita Gupta (DIN 00899240), who retires by rotation and, being eligible, offers herself for re-appointment.
3. To appoint auditors of the company to hold office from the conclusion of this Annual General Meeting until the conclusion of 45th Annual General Meeting and to fix their remuneration, and if thought fit, to pass, with or without modification, the following resolution as an **Ordinary Resolution:**

“RESOLVED THAT pursuant to the provisions of Section 139 and other applicable provisions of the Companies Act, 2013 (“the Act”) and the Companies (Audit and Auditors) Rules, 2014 (including any statutory modifications(s) or re-enactment thereof) and pursuant to the recommendation of the Audit Committee and the Board of Directors, M/s Purushothaman Bhutani & Co., Chartered Accountants, New Delhi (FRN 005484N), be and are hereby appointed as the Statutory Auditors of the Company in place of the retiring auditors, M/s S D Chopra & Associates (FRN 003789N), Chartered Accountants, to hold office from the conclusion ensuing 40th Annual General Meeting till the conclusion of the 45th Annual General Meeting to be held in year 2022 (Subject to ratification of their appointment at every Annual General Meeting) on such remuneration as may be mutually agreed.

“RESOLVED FURTHER THAT Directors of the company be and are hereby severally authorized to fix remuneration in consultation with them and reimburse traveling and out of Pocket expenses incurred by them for the purpose of audit.”

By Order of the Board
For **International Data Management Limited**

Nishant Rana
Company Secretary

Place: New Delhi
Date: 30th May, 2017

ACS 27652
Address: 1183, VPO Bijwasan,
New Delhi - 110061

Notes:

- A. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND THE PROXY NEED NOT BE A MEMBER. A BLANK PROXY FORM IS ENCLOSED FOR USE BY MEMBERS, IF REQUIRED. THE PROXY FORM DULY SIGNED ACROSS THE REVENUE STAMP SHOULD BE SUBMITTED TO THE COMPANY’S REGISTERED OFFICE AT LEAST 48 HOURS BEFORE THE TIME OF THE MEETING.**
- B. Register of Members and Share Transfer Books of the Company shall remain close on Book Closure Dates i.e. from Thursday, 21st September, 2017 to Wednesday 27st September, 2017 (both days inclusive).

- C. During the period commencing 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, a member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, provided that not less than three day notice in writing is given to the Company.
- D. Members / proxies should bring the duly filled Attendance Slip enclosed herewith to attend the meeting.
- E. The Company is pleased to provide members facility to exercise their right to vote on resolution proposed to be considered at the AGM by electronic means and the business may be transacted through e-voting Services. The facility of casting the votes by electronic means will be provided by Central Depository Services (India) Limited (CDSL).
- F. M/s Siddiqui & Associates, Company Secretaries has been appointed as the Scrutinizer to scrutinize thee-voting process in a fair and transparent manner.
- G. The Scrutinizer shall within a period not exceeding three (3) working days from the conclusion of the e-voting period unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company.
- H. The Results shall be declared at or after the Annual General Meeting of the Company and the resolutions will be deemed to be passed on the Annual General Meeting date subject to receipt of the requisite number of votes in favour of the Resolutions.
- I. The Results declared along with the Scrutinizer's Report shall be placed on the website of CDSL and the Company within two (2) days of passing of there solutions at the AGM of the Company.
- J. As stipulated under Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard-2, brief profile of Ms. Rita Gupta, including names of companies in which she holds directorships and memberships / chairmanships of Board Committees, is provided below in Table A and B respectively:

Table A

Age	54
Qualification	CA
Experience	Ms. Rita Gupta has been associated with HCL Group from last many years. She is responsible for all the finance & treasury function of the group.
Terms and Conditions of appointment	Non-Executive Women Director
Details of remuneration	NIL
Date of first appointment	31-March-2015
Shareholding in the Company	Nil
Relationship with other director/ Manager and other KMP	None
Directorships of other Board	As provided in Table B
Membership/Chairmanship of Committees of other Board	As provided in table B

Table B

1. Directorships	
Name of the Company	Position on the Board and Committee thereof
Universal Office Automation Limited	Managing Director
HCL Services Limited	Director
HCL Infotech Limited	Director
International Data Management Limited	Director
VamaSundari Investments (Pondi) Pvt. Limited	Director
RMA Software Park Private Limited	Director
Digilife Distribution and Marketing Services Limited	Director
HCL Technologies Solutions Limited	Director

2. Memberships / chairmanships of Board Committees

Name of the Company	Name of the Committee	Position on the Committee thereof
Universal Office Automation Limited	Audit Committee	Member
	Nomination & Remuneration Committee	Member
	Stakeholders Relationship Committee	Member

G. Appointment of Statutory Auditors

In terms of Section 139(2) of the Companies Act, 2013 an Auditor firm can be appointed as statutory auditor of the Company for a maximum period of 10 years i.e. two terms of 5 years each. Since, M/s S D Chopra & Associates has been statutory Auditors of the Company for more than 10 years, the maximum tenure for which M/s S D Chopra & Associates can be appointed as a statutory Audit for a further period of 3 years in terms of Rule 6 of Companies (Audit and Auditors) Rules, 2014. Accordingly, the Company at their 37th AGM has appointed M/s S D Chopra & Associates till the conclusion of 40th AGM. In view of the above and pursuant to Section 139 of Companies Act, 2013, the Company shall be required to rotate its statutory auditors by appointing new Statutory Auditors.

The Audit Committee has considered the profile and experience of M/s Purushothaman Bhutani & Co. and has recommended their appointment. The Board of Directors after considering the profile of M/s Purushothaman Bhutani & Co., Chartered Accountants, New Delhi (FRN 005484N), recommends their appointment as statutory auditors in place of the outgoing Auditor M/s S D Chopra & Associates. A written consent of the proposed auditors together with a certificate stating that the appointment, if made, shall be in accordance with the conditions specified in Rule 4 of the Companies (Audit and Auditors) Rules, 2014 has been received.

The Directors proposed the resolution at Item No. 3 as Ordinary Resolution.

None of the Directors / Key Managerial Personnel of the Company / their relatives are, in any way,

concerned or interested, financially or otherwise, in the resolution set out at item No. 3 of the Notice.

By Order of the Board
For **International Data Management Limited**

Nishant Rana
Company Secretary

ACS 27652
Address: 1183, VPO Bijwasan,
New Delhi - 110061

Place: New Delhi
Date: 30th May, 2017

International Data Management Limited

CIN L72300DL1977PLC008782

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UPDATION OF SHAREHOLDERS INFORMATION

(For Electronic communication)

S. No	Shareholder's Particular	Details
1	Folio No.	
2	Name of the FirstShareholder	
3	Name of Joint Shareholder/s, if any	
4	No. of Shares held	
5	E-mail ID (to be registered)(Mandatory)	
6	PAN(Mandatory)	
7	Mobile/Phone No	
8	CIN (applicable to corporate shareholders)	

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed because of incomplete or incorrect information, I/We would not hold the Company/RTA responsible. I/We undertake to inform any subsequent changes in the above particulars as and when the changes take place. I/We understand that the above details shall be maintained till I/We hold the securities under the above mentioned Folio No./beneficiary account.

Place: _____

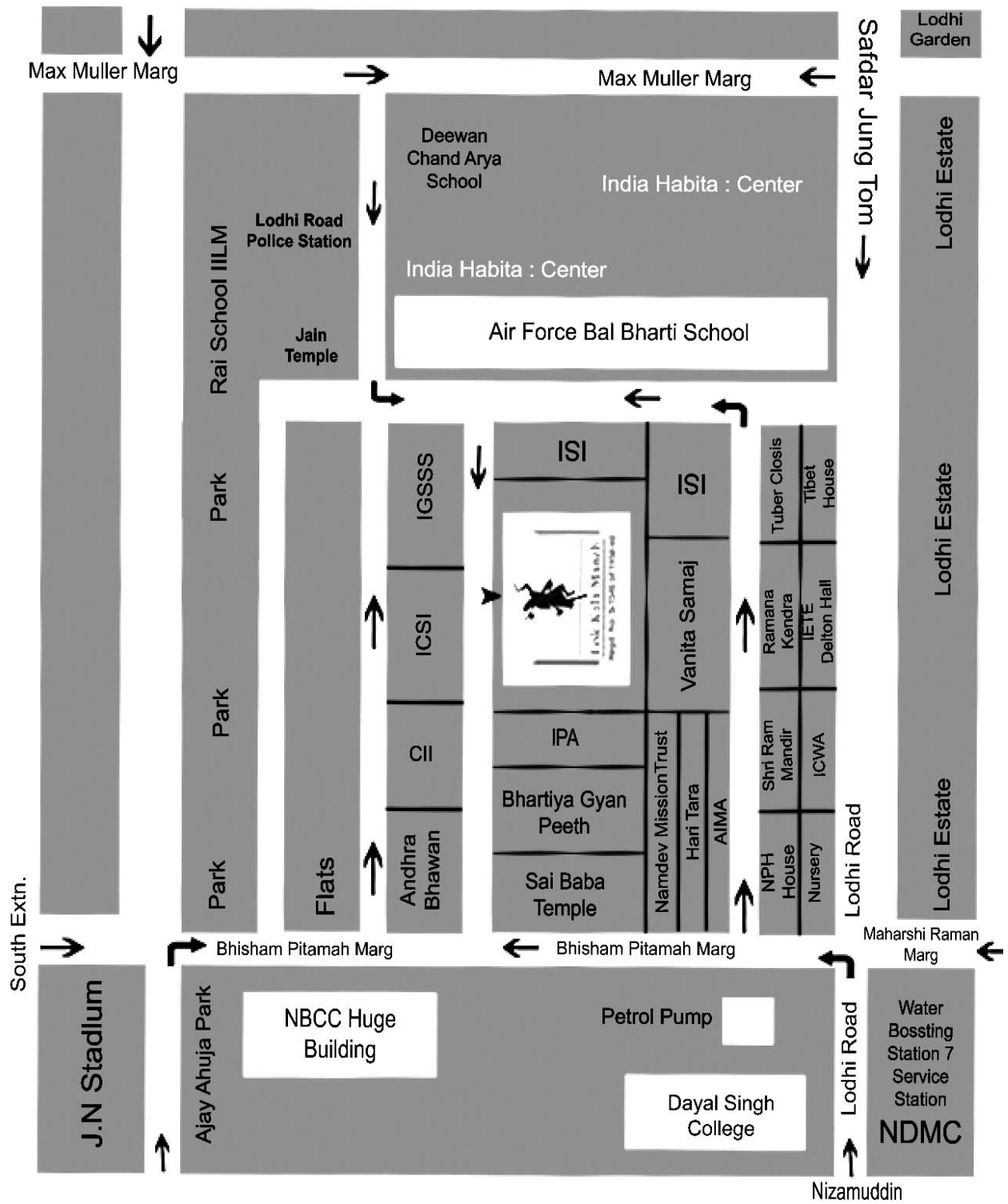
Signature: _____

Date: _____

Name: _____

(Shareholder)

Note: You may also send this information by e-mail to idmcomplianceofficer@gmail.com



INTERNATIONAL DATA MANAGEMENT LIMITED

CIN: L72300DL1977PLC008782

Registered office: 806, Siddhartha, 96, Nehru Place, New Delhi-110019

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ATTENDANCE SLIP

40th Annual General Meeting of the Company, to be held on **Wednesday, 27th September, 2017 at 3:30 P.M** at Lok Kala Manch, 20, Institutional Area, Lodhi Road, New Delhi – 110003

Folio No.....DP ID No.....Client ID No.....

Name of the MemberSignature.....

Name of the ProxyholderSignature.....

1. Only Member/Proxyholder can attend the meeting.
2. Member/Proxyholder should bring his/her copy of the Annual Report for reference at the meeting.

FORM NO. MGT-11 PROXY FORM

(Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3)
of the Companies (Management and Administration) Rules, 2014)

CIN: L72300DL1977PLC008782

Name of the company: **INTERNATIONAL DATA MANAGEMENT LIMITED**

Registered office: 806, Siddhartha, 96, Nehru Place, New Delhi-110019

Email: idmcomplianceofficer@gmail.com; Tel. 011-26444812

Name of the member (s):	
Registered address:	
E-mail Id:	
Folio No/ Client Id:	
DP ID:	

I/We, being the member (s) of shares of the above named company, hereby appoint:

1. Name:.....Address:
..... E-mail Id:
Signature....., or failing him/her
2. Name:.....Address:
..... E-mail Id:
Signature....., or failing him/her

3. Name:.....Address:
 E-mail Id:
 Signature....., or failing him/her

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 40th Annual general meeting of the company, to be held on Wednesday, 27th September, 2017 at 3:30 P.M at Lok Kala Manch, 20, Institutional Area, Lodhi Road, New Delhi - 110003 and at any adjournment thereof in respect of such resolutions as are indicated below:

Ordinary Business:

Resolution No.	Response	
	Assent	Dissent
1 Adoption of Director's Report, Audited Financial Statements for the year ended 31 st March, 2017 and Auditor's Report thereon		
2 To appoint a Director in place of Ms. Rita Gupta (DIN 00899240), who retires by rotation and, being eligible, offers herself for re-appointment.		
3 Appointment of M/s Purushothaman Bhutani & Co. as Statutory Auditors to hold office from the conclusion of the ensuing AGM till 45 th AGM and fixing their remuneration		

Signed this..... day of....., 2017.

Signature of shareholder.....

Signature of Proxy holder(s).....

Affix Revenue Stamp Re. 1/-

Note: This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.