IFFCO-TOKIO INSURANCE SERVICES

IFFCO-TOKIO INSURANCE SERVICES LIMITED
Regd. Office: IFFCO Sadan, C1, Distt. Centre, Saket, New Delhi 110017.
Phone No.+91-0124-2850100,
CIN: U65999DL2003PLC121571

NOTICE OF THE TWENTY THIRD ANNUAL GENERAL MEETING

TO THE MEMBERS

NOTICE is hereby given that the **TWENTY THIRD ANNUAL GENERAL MEETING** of the Members of **IFFCO TOKIO Insurance Services Limited** will be held on Monday 27th July, 2026 at 10: 00 A.M. (IST) **at its Registered Office at IFFCO Sadan, C-1, District Centre, Saket, New Delhi -110017 through Video Conferencing ("VC") / other Audio Visual Means ("OAVM")** to transact the following business:

ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Financial Statements of the Company from 1st April, 2025 to 31st March, 2026 together with Auditors' Report thereon and the Report of the Board of Directors to the Members.

2. To appoint Director in place of Mr. Palanisamy Periasamy (DIN 06910160) who retires by rotation and is eligible for reappointment.

3. To appoint Director in place of Mr. Somashekhar Rao Kotha (DIN 07581238) who retires by rotation and is eligible for reappointment.

Registered Office,
IFFCO Sadan, C1,
District Centre, Saket
New Delhi 110017.
Dated: 2nd July, 2026

By Order of the Board,

(Sanket Gupta)
Chief Executive Officer

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NOTES:

1. The Ministry of Corporate Affairs (MCA) has vide its General Circular No. 03/2025 dated 22nd September, 2025, read with its earlier circulars dated 19th September, 2024, 25th September, 2023, 5th May, 2020, and 13th January, 2021; 8th December, 2021; 14th December, 2021; 5th May, 2022; and 28th December, 2022 (collectively referred to as the "MCA Circulars"), has permitted the holding of the Annual General Meeting ("AGM") through VC / OAVM, without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act, 2013 and MCA Circulars, the AGM of the Company is being held through VC / OAVM. The registered office of the Company shall be deemed to be the venue for the AGM;

2. Pursuant to the provisions of the Act, a Member entitled to attend and vote at this AGM is entitled to appoint a proxy to attend and vote on his /her behalf and the proxy need not be a member of the Company. Since this AGM is in pursuant to the MCA Circulars through VC / OAVM, physical attendance of the Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for this AGM and hence the Proxy Form and the Attendance Slip are not annexed to this Notice. However, in pursuance of Section 112 and 113 of the Act, representatives of the Members may be appointed for the purpose of voting or for participation in the Meeting held through VC or OAVM. The Board or Governing body resolution / Authorization etc. authorizing its representative to attend the AGM through VC / OAVM on its behalf can be sent to Mr. Sanket Gupta at his mail id sgupta@iffcotokio.co.in.

3. In compliance with the aforesaid MCA Circulars, Notice of the AGM along with the Annual Report 2025-26 containing all the relevant annexures is being sent through electronic mode to all the Members at the email ids registered with the Company.

4. The Company has been maintaining statutory registers and records as required under applicable provisions of Companies Act, 2013 and rules made thereunder at its registered office, in accordance with the relevant MCA Circulars, such registers and records will be made available for inspection from Monday to Friday from 10.00 AM to 1.00 PM, except holidays, up to the date of the meeting and also at the meeting.

5. Members attending the AGM through VC / OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.

6. Though the Meeting is conducted through Video Conferencing ("VC") / OAVM, in terms of Clarification issued by the Institute of Company Secretaries of India (ICSI), on 15.04.2020, the proceedings of AGM shall be deemed to be made at Registered Office.

7. Since the AGM will be held through VC / OAVM, the Route Map is not annexed in this notice.

8. Instructions of joining the AGM are as follows:
    - Members will be able to attend the AGM through VC / OAVM for which the link will be circulated separately through email.
    - Facility of joining the AGM through VC / OAVM shall open 15 minutes before the time scheduled for the Meeting and shall not be closed till the expiry of 15 minutes after the scheduled time.
    - Keep all your other Electronic devices on mute/ silent/ switched off mode so as to avoid interference of any type.
    - All the participants will be Muted at the start of the Meeting. You may switch on your Cameras.
    - Roll Call will be done, soon after Members can raise their hands to confirm their participation.
    - After the Meeting has started, Members are expected to raise their hands if they wish to say something. The speaker would be unmuted.
    - After each Agenda Item, Chairman would speak to conclude the point.

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9. Participants / Members who need any assistance before or during the AGM, can contact Mr. Sanket Gupta, Chief Executive Officer, at +91-124 2850200. In case of poll, members can cast their vote by sending email at sgupta@iffcotokio.co.in.

10. Necessary disclosures pursuant to Secretarial Standard-2 on General Meetings, issued by the Institute of Company Secretaries of India, with regard to directors liable to retire by rotation and other appointment, are provided in Annexure-A of this Notice. Except for the respective director (eligible for the reappointment) and his relatives, none of the Directors, Key Managerial Personnel and their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution for the appointment of the Director.

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Annexure-A

Details of Directors seeking approval of Members for re-appointment at the Twenty-Third (23rd) AGM of the Company

Particulars	**Mr. Palanisamy Periasamy (DIN 06910160)**	**Mr. Somashekhar Rao Kotha (DIN 07581238)**
Age	62 years	62 Years
Date of first appointment on the Board	11th August, 2014	16th August, 2016
Qualification	Graduate	Intermediate
Brief experience and Expertise in specific functional areas	Management	Agriculture
Terms and conditions of re-appointment, including remuneration sought to be paid	No amount is payable except for sitting fees	No amount is payable except for sitting fees
Shareholding in the Company, including shareholding as a beneficial owner, as on 31st March, 2026	Nil	Nil
Number of Board Meetings attended during FY2026	4	4
Relationship with other Directors, Manager and other Key Managerial Personnel of the Company	None	None
No. Other Directorships as on 31st March, 2026	0	0
Chairpersonship / Membership of the Committees of Companies in which the position of Director is held as on 31st March 31, 2026	None	None
Remuneration last drawn	Sitting Fees	Sitting Fees