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The Manager Department of corporate services Bombay Stock Exchange Limited P.J.Towers, Dalal Street <u>Mumbai-400 001.</u>

Dear Sir,

Sub: First Fintec Limited – Extraordinary General Meeting and Book Closure Notice

Ref: Scrip Code: 532379.

This is to inform you that the Extraordinary General Meeting (EGM), of the Members of the Company will be held on Thursday, September 29<sup>th</sup>, 2022 at 3.00 p.m. IST, through Video Conferencing/ Other Audio Visual Means (VC/OAVM) facility in compliance with the applicable provisions of the Companies Act, 2013, Rules framed there under and the SEBI (LODR) Regulations 2015 read with MCA Circulars and SEBI Circular from time to time.

This EGM is in addition to that of the 22<sup>nd</sup>Annual General Meeting (AGM) of the Members of First Fintec Limited (Formerly Firstobject Technologies Limited) which was held on Tuesday, August 2<sup>nd</sup>, 2022 at 3.00 p.m. Indian Standard Time ("IST"), through Video Conferencing/ Other Audio Visual Means ("VC/OAVM") Facility to transact the business as per the notice therewith.

Accordingly, the 22nd Annual Report for the FY 2021-22 including the Audited Financial Statements of the Company for the financial year ended March 31, 2022 of the Outgoing Auditors along with the reports of the Board of Directors and Outgoing Auditors thereon, are being sent only by email to all the Members of the Company whose email address is registered with their respective Depository Participant/s.

Pursuant to Regulation 42 of the SEBI (LODR) Regulations, 2015, the Register of Members and Share Transfer Books of the Company will remain closed from Friday, September 23, 2022, to Thursday, September 29<sup>th</sup>, 2022 (both days inclusive) for the purpose of the Extraordinary General Meeting with the cut off date of as on the close of business hours on Thursday, September 22, 2022.

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Those shareholders holding shares either in dematerialized form or in physical form, as on the close of business hours on Thursday, September 22, 2022 will be entitled to avail the facility of remote e-voting as well as voting at the EGM.

Please take the above into your consideration.

Thanking You,

For First Fintec Limited (Formerly Firstobject Technologies Limited)

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Dr. S.V.S. Ram Chief Executive Officer & Chief Operating Officer

Place: Mumbai

Date: 26.08.2022



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### NOTICE TO THE SHAREHOLDERS

### EGM NOTICE

*NOTICE* is hereby given that an Extraordinary General Meeting (EGM) of the Members of First Fintec Limited (Formerly Firstobject Technologies Limited) will be held on Thursday, September 29<sup>th</sup>, 2022 at 3.00 p.m. Indian Standard Time ("IST"), through Video Conferencing/ Other Audio Visual Means ("VC/OAVM") Facility to transact following business.

This EGM is in addition to that of the 22<sup>nd</sup> Annual General Meeting (AGM) of the Members of First Fintec Limited (Formerly Firstobject Technologies Limited) which was held on Tuesday, August 2<sup>nd</sup>, 2022 at 3.00 p.m. Indian Standard Time ("IST"), through Video Conferencing/ Other Audio Visual Means ("VC/OAVM") Facility to transact the business as per the notice therewith.

#### **ORDINARY BUSINESS of EGM:**

- 1. To consider and adopt the audited financial statements of the Company for the financial year ended March 31, 2022 of the Outgoing Auditors along with the reports of the Board of Directors and Outgoing Auditors thereon; and
- 2. To appoint statutory auditors of the Company and to fix their remuneration and to pass the following resolution thereof.

"RESOLVED THAT pursuant to the provisions of Sections 139, 142 and other applicable provisions, if any, of the Companies Act, 2013, read with the Companies (Audit and Auditors) Rules, 2014, as may be applicable and pursuant to the recommendations of the Audit Committee, M/s. RPSP & Associates (FRN No: 148876W) Chartered Accountants with its Partner Ms. Radhika Prabhu (M.No: 159484) be appointed as the Statutory Auditors of the company at such remuneration and out of pocket expenses, as may be decided by the Board of Directors of the Company for the Financial Years 2022-23, and 2023-24. The appointment of new statutory audit firm and its partner is for the reason that of a casual vacancy caused by resignation due to personal reasons of M/s Niranjan & Narayan, Chartered Accountants., (Firm Registration No. 005899S).

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#### **NOTES:**

General instructions for accessing and participating in the EGM through VC/OAVM Facility and voting through electronic means including remote e-voting.

- In view of the massive outbreak of the COVID-19 pandemic, social distancing is a norm to be followed and pursuant to the Circular No. 14/2020 dated April 08, 2020, Circular No.17/2020 dated April 13, 2020 issued by the Ministry of Corporate Affairs followed by Circular No. 20/2020 dated May 05, 2020 and Circular No. 02/2021 dated January 13, 2021 and all other relevant circulars issued from time to time, physical attendance of the Members to the EGM venue is not required and general meeting be held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate in the ensuing EGM through VC/OAVM.
- 2. Pursuant to the Circular No. 14/2020 dated April 08, 2020, issued by the Ministry of Corporate Affairs, the facility to appoint proxy to attend and cast vote for the members is not available for this EGM. However, the Body Corporates are entitled to appoint authorized representatives to attend the EGM through VC/OAVM and participate thereat and cast their votes through e-voting.
- 3. The Members can join the EGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the EGM through VC/OAVM will be made available for 1000 members on first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the EGM without restriction on account of first come first served basis.
- 4. The attendance of the Members attending the EGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
- 5. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule20 of the Companies (Management and Administration) Rules, 2014 (as amended)and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations2015 (as amended), and the Circulars issued by the Ministry of Corporate Affairs dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote e-Voting to its Members in respect of the business to be transacted at the EGM. 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 agency. The facility of casting votes by a member using remote e-Voting system as well as venue voting on the date of the EGM will be provided by NSDL.

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- 6. In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April13, 2020, the Notice calling the EGM has been uploaded on the website of the Company at www.firstfintec.com. The Notice can also be accessed from the website of the Stock Exchange i.e. BSE Limited at <u>www.bseindia.com</u> and the EGM Notice is also available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e.www.evoting.nsdl.com.
- EGM has been convened through VC/OAVM in compliance with applicable provisions of the Companies Act, 2013 read with MCA Circular No. 14/2020 dated April 08, 2020and MCA Circular No. 17/2020 dated April 13, 2020,MCA Circular No. 20/2020 dated May 05, 2020, and MCA Circular No. 2/2021 dated January 13, 2021.

# THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING GENERAL MEETING ARE ASUNDER:-

- 8. The Cut-off-Date for the purpose of ascertaining Members who are eligible to receive this Notice is as on Saturday, August 27<sup>th</sup>, 2022. The cut-off-date for the purpose of determining the eligibility to vote by electronic means and at the EGM is Thursday, September 22, 2022 (the "Cut-off-Date"). Only the Members whose name is recorded in the register of Members or in the register of beneficial owners maintained by the depositories as on the Cut-off-Date shall be entitled to avail the facility of remote e-voting as well as voting at the EGM.
- 9. The Remote e-voting period commences on Monday, September 26, 2022 at 09.00 a.m. and ends on Wednesday, September 28<sup>th</sup>, 2022, at 5.00 p.m. During this period, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on Cut-off-Date i.e. as on Thursday, September 22, 2022, may cast their vote by remote e-voting. Thereafter remote e-voting module shall be disabled by NSDL for voting. A person, whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting or casting vote through e-voting system during the meeting. Once the vote on a Resolution is cast by the Member, the shareholder will not be allowed to change it subsequently or cast the vote again. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date, being Thursday, September 22, 2022.
- 10. A person who is not a Member as on the Cut-off-Date should treat this Notice for information purpose only.

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- 11. The Board of Directors of the Company has appointed Mr. Abhishek Kotulkar, Advocate, Mumbai as the Scrutinizer to act as Scrutinizer to scrutinize entire voting process in a fair and transparent manner and he has communicated his willingness to be appointed and will be available for same purpose.
- 12. The results declared along with the Scrutinizer's Report shall be placed on the Company's website and on website of NSDL https:// www.evoting.nsdl.com within 48 hours of the conclusion of the Meeting and will also be communicated to BSE Limited, where the shares of the Company are listed.

#### How do I vote electronically using NSDL e-Voting system?

The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:

### Step 1: Access to NSDL e-Voting system

### <u>A) Login method for e-Voting and joining virtual meetings for Individual shareholders holding</u> securities in demat mode

In terms of SEBI circular dated December 9, 2020, on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Login method for Individual shareholders holding securities in demat mode is given below:

Individual Shareholders	1. Existing <b>IDeAS</b> user can visit the e-Services
holding securities in	website of NSDL Viz. https://eservices.nsdl.com either on a
demat mode with NSDL.	Personal Computer or on a mobile. On the e-Services home
	page click on the "Beneficial Owner" icon under "Login"
	which is available under 'IDeAS' section, this will prompt
	you to enter your existing User ID and Password. After
	successful authentication, you will be able to see e-Voting
	services under Value added services. Click on "Access to
	e-Voting" under e-Voting services and you will be able to
	see e-Voting page. Click on company name or e-Voting
	service provider i.e.NSDL and you will be re-directed to e-
	Voting website of NSDL for casting your vote during the
	remote e-Voting period or joining virtual meeting & voting
	during the meeting.

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Individual Sharehold	ers 2. If you are not registered for IDeAS e-Services, option to
holding securities	in register is available at <u>https://eservices.nsdl.com</u> . Selec
demat mode with NSDI	-
	https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp
	3. Visit the e-Voting website of NSDL. Open web browser by
	typing the following URL: <u>https://www.evoting.nsdl.com</u>
	either on a Personal Computer or on a mobile. Once the
	home page of e-Voting system is launched, click on the
	icon "Login" which is available under
	'Shareholder/Member' section. A new screen will open
	You will have to enter your User ID (i.e. your sixteen digi
	demat account number hold with NSDL), Password/OTH
	and a Verification Code as shown on the screen. After
	successful authentication, you will be redirected to NSDI
	Depository site wherein you can see e-Voting page. Click
	on company name or <b>e-Voting service provide</b>
	i.e.NSDL and you will be redirected to e-Voting website of
	NSDL for casting your vote during the remote e-Voting
	period or joining virtual meeting & voting during the meeting.
	4. Shareholders/Members can also download NSDL Mobile
	App "NSDL Speede" facility by scanning the QR code
	mentioned below for seamless voting experience.
	NSDL Mobile App is available on
	📫 App Store 🛛 🕨 Google Play

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Individual Shareholders	1. Existing users who have opted for Easi / Easiest, they can
holding securities in	login through their user id and password. Option will be
demat mode with CDSL	made available to reach e-Voting page without any further
	authentication. The URL for users to login to Easi / Easiest
	are <u>https://web.cdslindia.com/myeasi/home/login</u> or
	www.cdslindia.com and click on New System Myeasi.
	www.cushildia.com and chek on New System Wyeasi.
	2. After successful login of Easi/Easiest the user will be also
	able to see the E Voting Menu. The Menu will have links
	of e-Voting service provider i.e. NSDL. Click on NSDL
	to cast your vote.
	3. If the user is not registered for Easi/Easiest, option to
	register is available at
	https://web.cdslindia.com/myeasi/Registration/EasiRegistra
	tion
	4. Alternatively, the user can directly access e-Voting page by
	providing demat Account Number and PAN No. from a
	link in <u>www.cdslindia.com</u> home page. The system will
	authenticate the user by sending OTP on registered Mobile
	& Email as recorded in the demat Account. After
	successful authentication, user will be provided links for
	the respective ESP i.e. <b>NSDL</b> where the e-Voting is in
	progress.

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Individual	Shareholders	You can also login using the login credentials of your demat
(holding	securities in	account through your Depository Participant registered with
demat	mode) login	NSDL/CDSL for e-Voting facility. upon logging in, you will be
through	their depository	able to see e-Voting option. Click on e-Voting option, you will be
participar	nts	redirected to NSDL/CDSL Depository site after successful
		authentication, wherein you can see e-Voting feature. Click on
		company name or e-Voting service provider i.e. NSDL and you will
		be redirected to e-Voting website of NSDL for casting your vote
		during the remote e-Voting period or joining virtual meeting &
		voting during the meeting.

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <u>evoting@nsdl.co.in</u> or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <u>helpdesk.evoting@cdslindia.com</u> or contact at 022- 23058738 or 022-23058542-43

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B) Login Method for e-Voting and joining virtual meeting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website?

- 1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <u>https://www.evoting.nsdl.com/</u> either on a Personal Computer or on a mobile.
- 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/OTP and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <u>https://eservices.nsdl.com/</u> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.

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Manner of holding shares i.e.Demat	Your User ID is:
(NSDL or CDSL) or Physical	
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Cli ID
	For example if your DP ID is IN300*** a Client ID is 12***** then your user is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID 12************** then your user IE 12******
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Num registered with the company
	For example if folio number is 001*** a EVEN is 101456 then user ID 101456001***

a) If you are already registered for e-Voting, then you can user your existing password to login and cast your vote.

b) 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

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c) How to retrieve your 'initial password'?

- (i) If your email ID is registered in your demat account or with the company, 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 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
- (ii) If your email ID is not registered, please follow steps mentioned below in process for those shareholders whose email ids are not registered.
- 6. If you are unable to retrieve or have not received the "Initial password" or have forgotten your password:
  - a) Click on "<u>Forgot User Details/Password?</u>"(If you are holding shares in your demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
  - b) <u>**Physical User Reset Password**?</u>" (If you are holding shares in physical mode) option available on <u>www.evoting.nsdl.com</u>.
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at <u>evoting@nsdl.co.in</u> mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
- 7. After entering your password, tick on Agree to "Terms and Conditions" by selecting on the check box.
- 8. Now, you will have to click on "Login" button.
- 9. After you click on the "Login" button, Home page of e-Voting will open.

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### Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.

### How to cast your vote electronically and join General Meeting on NSDL e-Voting system?

- 1. After successful login at Step 1, you will be able to see all the companies "EVEN" in which you are holding shares and whose voting cycle and General Meeting is in active status.
- 2. Select "EVEN" of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on "VC/OAVM" link placed under "Join General Meeting".
- 3. Now you are ready for e-Voting as the Voting page opens.
- 4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on "Submit" and also "Confirm" when prompted.
- 5. Upon confirmation, the message "Vote cast successfully" will be displayed.
- 6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
- 7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

### **General Guidelines for shareholders**

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to kabhishek35@yahoo.com with a copy marked to <u>evoting@nsdl.co.in</u>.

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- 2. 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.
- 3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of <u>www.evoting.nsdl.com</u> or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request to Ms. Pallavi Mhatre at <u>evoting@nsdl.co.in</u>

Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:

- 1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) by email to info@firstfintec.com.
- 2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self attested scanned copy of PAN card), AADHAR (self attested scanned copy of Aadhar Card) to info@firstfintec.com. If you are Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at step 1 (A) i.e. Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.
- 3. Alternatively shareholder/members may send a request to <u>evoting@nsdl.co.in</u>for procuring user id and password for e-voting by providing above mentioned documents.
- 4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

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# THE INSTRUCTIONS FOR MEMBERS FOR e-VOTING ON THE DAY OF THE EGM ARE AS UNDER:-

- 1. The procedure for e-Voting on the day of the EGM is same as the instructions mentioned above for remote e-voting.
- 2. Only those Members/ shareholders, who will be present in the EGM through VC/OAVM facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system in the EGM.
- 3. Members who have voted through Remote e-Voting will be eligible to attend the EGM. However, they will not be eligible to vote at the EGM.
- 4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the EGM shall be the same person mentioned for Remote e-voting.

# INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE EGM THROUGHVC/OAVM ARE AS UNDER:

- 1. Member will be provided with a facility to attend the EGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for Access to NSDL e-Voting system. After successful login, you can see link of "VC/OAVM link" placed under "Join General meeting" menu against company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.
- 2. During the EGM, the Chairman shall, after response to the questions raised by the Members in advance or as a speaker at the EGM, formally propose to the Members participating through VC/OAVM Facility to vote on the resolutions as set out in the Notice of the EGM and announce the start of the casting of vote through the e-voting system. After the Members participating through VC/OAVM Facility, eligible and interested to cast votes, have cast the votes, the e-voting will be closed with the formal announcement of closure of the EGM.
- 3. The Scrutinizer shall after the conclusion of voting at the Extraordinary General Meeting, will first count the votes casted during the EGM and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than 48 hours of the conclusion of the EGM, a consolidated scrutinizer's report of the total votes cast in favor or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.

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302, The Bureau Chambers, Dr.R.C.Marg, Chembur East Mumbai-400 071, Maharashtra, India www.firstobjectindia.com



- 4. The Results declared along with the report of the Scrutinizer shall be placed on the website of the Company <u>www.firstfintec.com</u> immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the Stock Exchange BSE Ltd, where the shares of the Company are listed.
- 5. Members are encouraged to join the Meeting through Laptops for better experience.
- 6. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- 7. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
- 8. Shareholders, who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at info@firstfintec.com. The same will be replied by the company suitably.

### **OTHER GUIDELINES FOR MEMBERS:**

- 1. Pursuant to the MCA Circulars and SEBI Circular, in view of the prevailing situation, owing to the difficulties involved in dispatching of physical copies of the Notice of the EGM and the Annual Report of the Outgoing Auditor for the financial year ended March 31, 2022, including therein the Audited Financial Statements for the financial year ended March 31, 2022, are being sent only by email to the Members. Therefore, those Members, whose email address is not registered with the Company or with their respective Depository Participant/s, and who wish to receive the Notice of the EGM and the Annual Report of the Outgoing Auditor for the financial year ended March 31, 2022, and all other communication sent by the Company, from time to time, can get their email address registered by following the steps as given below:
  - a. For Members holding shares in physical form, please send scan copy of a signed request letter mentioning your folio number, complete address, email address to be registered along with scanned self-attested copy of the PAN and any document (such as Driving License, Passport, Bank Statement, AADHAR) supporting the registered address of the Member, by email to Registrar & Share Transfer Agents at investor@bigshareonline.com.

b. For the Members holding shares in demat form, please update your email address through your Telefax: 022356070 Depository Participant/s. CIN: L72200MH2000PLC239534

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- 2. The Notice of the EGM and the Annual Report of the Outgoing Auditor for the financial year ended March 31, 2022, including therein the Audited Financial Statements for the financial year ended March 31, 2022, will be available on the website of the Company at <u>www.firstfintec.com</u> and the website of BSE at www.bseindia.com. The Notice of EGM will also be available on the website of NSDL at www.evoting.nsdl.com.
- 3. Corporate members intending to send their authorized representatives to attend the EGM are requested to send a certified true copy of the appropriate resolution/ authority, as applicable, authorizing their representatives to attend and vote on their behalf at the EGM.
- The Register of Members and Share Transfer Books of the Company will remain closed from Friday, 4. September 23, 2022, to Thursday, September 29th, 2022 (both days inclusive) for the purpose of the Extraordinary General Meeting.
- As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be 5. transferred only in dematerialized form with effect from April 1, 2019, except in case of request received for transmission or transposition of securities. In view of this and to eliminate all risks associated with physical shares and for ease of portfolio management, members holding shares in physical form are requested to consider converting their holdings to dematerialized form. Members can contact the Company or Company's Registrars and Transfer Agents, Bigshare Services Pvt. Ltd for assistance in this regard.
- 6. Members whose shareholding is in electronic mode are requested to direct change of address notification and updates of bank account details to their respective depository participant/(s). Members are requested to utilize the Electronic Clearing System (ECS) for receiving dividends.
- 7. SEBI has decided that securities of listed companies can be transferred only in dematerialized form and therefore members are requested to note that to avail various benefits of dematerialization, members are advised to dematerialize shares held by them in physical form.
- 8. Members are requested to address all correspondence, including on matters relating to dividends, to the Registrar and Share Transfer Agents, M/s Bigshare Services (P) Ltd., Office No S6-2, 6th floor Pinnacle Business Park, Next to Ahura Centre, Mahakali Caves Road, Andheri (East), Mumbai -400093, India. or can email at investor@bigshareonline.com.
- 9. Members are requested to note that, dividends, if not encashed for a consecutive period of 7 years from the date of transfer to Unpaid Dividend Account of the Company, are liable to be transferred to the Investor Education and Protection Fund ("IEPF"). The shares in respect of such unclaimed dividends are also liable to be transferred to the demat account of the IEPF Authority. In view of this, Members/ Claimants are requested to claim their dividends from the Company, within the stipulated timeline. The Members, whose unclaimed dividends/ shares have been transferred to IEPF, may claim the same by Telefax:022-2527607 jication to the IEPF Authority, in Form No. IEPF-5 available on www.iepf.gov.in. The

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- 10. Members wishing to claim dividends that remain unclaimed are requested to correspond with the Registrar and Share Transfer Agent as mentioned above. Members are requested to note that dividends that are not claimed within seven years from the date of transfer to the Company's Unpaid Dividend Account, will, as per Section 124 of the Act, be transferred to the Investor Education and Protection Fund (IEPF).
- 11. In case of joint holders attending the EGM, only such joint holder who is higher in the order of names will be entitled to vote.
- 12. Members holding shares in electronic (dematerialized) form are advised to send the request/(s) for change pertaining to their bank details, National Electronic Clearing Service (NECS), Electronic Clearing Service (ECS), Mandates, Nomination, Power of Attorney, Change of Address, Change of Name, Email Address, Contact Numbers etc. to their respective Depository Participant (DP). Changes intimated to the DP will then be automatically reflected in the Company's records which will help the Company and its Transfer Agents to provide efficient and better services. The Company or its Registrars cannot act on any such requests received directly from the members holding shares in electronic form.
- 13. To prevent fraudulent transactions, members are advised to exercise due diligence and notify the Company of any change in address or demise of any member as soon as possible. Members are also advised not to leave their demat account/(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participants and holdings should be verified.
- 14. Pursuant to the requirements of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the information/ brief profiles about the Directors proposed to be appointed/ re-appointed at the EGM are given in the Annexure to this Notice as applicable.

(2)

For and on behalf of Board of Directors

Sd/- **Rajan Pillai** Chairman, Board of Directors



www.firstobjectindia.com

For First Fintec Limited

Dr. S.V.S. Ram Chief Executive Officer & Chief Operating Officer

Telefax: 022-25276077 CIN: L72200MH2000PLC239534

022-25272510/25276077



(Formerly Known as Firstobject Technologies Limited)

### Regd. Office:

302, The Bureau Chambers, Above State Bank of India, Chembur, Mumbai – 400071 Maharashtra

Place: Mumbai. Date: 25<sup>th</sup> August 2022

Telefax: 022-25276077 CIN: L72200MH2000PLC239534



302, The Bureau Chambers, Dr.R.C.Marg, Chembur East Mumbai-400 071, Maharashtra, India 022-25272510/25276077

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