



**RP-Sanjiv Goenka
Group**
Growing Legacies



FIRSTSOURCE SOLUTIONS LIMITED

CIN: L64202MH2001PLC134147

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NOTICE OF THE 19TH ANNUAL GENERAL MEETING, REMOTE E-VOTING INFORMATION AND BOOK CLOSURE

Notice is hereby given that:

1. The 19th Annual General Meeting (AGM) of the members of Firstsource Solutions Limited (the 'Company') will be held on **Tuesday, July 21, 2020 at 11:00 a.m. IST** through Video Conferencing / Other Audio Visual Means (VC). In compliance with General Circular numbers 20/2020, 14/2020, 17/2020 issued by the Ministry of Corporate Affairs (MCA) and Circular number SEB/HO/CFD/CMD1/CIR/P/2020/79 issued by the Securities and Exchange Board of India (SEBI) (hereinafter collectively referred to as 'Circulars'), companies are allowed to hold AGMs through VC, without the physical presence of members at a common venue. Hence, the AGM of the Company is being held through VC to transact the business as set forth in the Notice of the AGM dated May 26, 2020;
2. In compliance with the Circulars, electronic copies of the Notice of the AGM and Annual Report 2019-20 have been sent to all the members whose email IDs are registered with the Company/Depository Participant(s). These documents are also available on the website of the Company at <https://www.firstsource.com/investor-relations/>, on the websites of NSE at www.nseindia.com and BSE at www.bseindia.com and on the website of Central Depository Services (India) Limited (CDSL) at <https://www.evotingindia.com/>. The dispatch of Notice of the AGM through emails has been completed on June 26, 2020;
3. The Register of Members and Share Transfer Books of the Company will remain closed from Wednesday, July 15, 2020 to Tuesday, July 21, 2020 (both days inclusive) for the purpose of the Annual General Meeting;
4. Members holding shares either in physical form or dematerialized form, as on the cut-off date i.e. Tuesday, July 14, 2020, may cast their votes electronically on the business as set forth in the Notice of the AGM through the electronic voting system of CDSL (remote e-voting). Members are hereby informed that:
 - a. The business as set forth in the Notice of the AGM may be transacted through remote e-voting or e-voting system at the AGM;
 - b. The remote e-voting shall commence on Friday, July 17, 2020 (9:00 a.m. IST);
 - c. The remote e-voting shall end on Monday, July 20, 2020 (5:00 p.m. IST);
 - d. The cut-off date for determining the eligibility to vote by remote e-voting or by e-voting system at the AGM shall be Tuesday, July 14, 2020;
 - e. Remote e-voting module will be disabled after 5:00 p.m. IST on Monday, July 20, 2020;
 - f. Any person, who acquires shares of the Company and becomes a member post-dispatch of the Notice of the AGM and holds shares as on the cut-off date i.e. Tuesday, July 14, 2020, may obtain the User ID and password by sending a request to Registrar & Share Transfer Agents at tsi@3i-infotech.com. However, if a person is already registered with CDSL for e-voting then the existing user ID and password can be used for casting their vote;
 - g. Members may note that: i) The remote e-voting module shall be disabled by CDSL beyond 5:00 p.m. IST on Monday, July 20, 2020 and once the votes on a resolution is cast by the member, the member shall not be allowed to change it subsequently; ii) The facility for voting will also be made available during the AGM, and those members present in the AGM through VC facility, who have not cast their vote on the resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote through the e-voting system at the AGM; iii) The members who have cast their votes by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their votes again; and iv) Only persons 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 or e-voting at the AGM;
 - h. The manner of voting remotely for members holding shares in dematerialized mode, physical mode and for members who have not registered their email addresses is provided in the Notice of the AGM. The details will also be made available on the website of the Company. Members are requested to visit <https://www.firstsource.com/> to obtain such details;
 - i. Members who have not registered their email addresses are requested to register their email addresses with respective depository participant(s) and members holding shares in physical mode are requested to update their email addresses with Company's Registrar and Share Transfer Agent, 3i Infotech Limited, at tsi@3i-infotech.com to receive copies of the Annual Report 2019-20 along with the Notice of the 19th AGM, instructions for remote e-voting and instructions for participation in the AGM through VC;
 - j. In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com or call 1800225533;
 - k. All grievances connected with the facility for voting by electronic means may be addressed to: Mr. Rakesh Dalvi, Manager, CDSL, A Wing, 25th Floor, Marathon Flarex, Malad Mill Compounds, NM Joshi Marg, Lower Panel (East), Mumbai - 400013 or send an email to helpdesk.evoting@cdslindia.com or call 1800225533.

By order of the Board of Directors

Sd/-

Place: Mumbai
Date: June 26, 2020

Pooja Nambiar
Company Secretary & Compliance Officer