IDM

International Data Management Ltd.

CIN: L72300DL1977PLC008782

Registered Office : 806, Siddhartha, 96, Nehru Place, New Delhi - 110019.
Tel. : 011-26444812

www.idmlimited.in

August 16, 2019

BSE Limited
Phirojze Jeejeebhoy Towers
27th Floor, Dalal Street
Mumbai - 400 001

Dear Sirs

Ref.: File No. I-107

Sub: Disclosure under Regulation 34(1) (a) of Securities Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulations, 2015, Book Closure & E-voting dates

Further to our letter dated May 28th, 2019, on the captioned subject, we wish to inform your office in respect of the following events in terms of Securities Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulation, 2015.

1. **Notice and Annual Report of 42nd Annual General Meeting**

The 42nd Annual General Meeting (AGM) of International Data Management Limited will be held on Wednesday, the 18th day of September, 2019 at 3.30 p.m. at Lok Kala Manch, 20, Institutional Area, Lodhi Road, New Delhi – 110003 to transact the business as set out in the Notice of the AGM. The Notice & Annual Report are also available on website of the Company i.e. www.idmlimited.in.

Further, Pursuant to Regulation 34(1) of Securities Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith the copy of Notice and Annual Report for the Financial year ended March 31, 2019.

2. **Book Closure**

Pursuant to Section 91 of the Companies Act, 2013 and the Rules framed thereunder, the Register of Members and the Share Transfer Books of the Company will remain closed from Saturday, 14th September, 2019 to Wednesday, 18th September, 2019 (both days inclusive) for the 42nd Annual General Meeting.

3. **E-voting**

As per Section 108 of the Companies Act 2013, and Rule 20(4) of the Companies (Management and Administration Rules) 2014, the remote e-voting shall begin on Sunday,15th September, 2019 at 9.00 A.M. and end on Tuesday, 17th September, 2019 at 5.00 P.M. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of 13th September, 2019, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

Kindly take the same on your records, do the needful and oblige.
Thanking You
For **International Data Management Limited**

International Data Management Limited
New Delhi

Jasbir Singh Marjara
Company Secretary & Compliance Officer

Encl.: As Above

INTERNATIONAL DATA MANAGEMENT LIMITED

CIN L72300DL1977PLC008782

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

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

Website: www.idmlimited.in

NOTICE

NOTICE is hereby given that the Forty Second Annual General Meeting of the Members of International Data Management Limited will be held on Wednesday, 18th September, 2019 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, 2019 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 Mr. Sunil Kumar Shrivastava (DIN 00259961), who retires by rotation and, being eligible, offers himself for re-appointment.

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

Jasbir Singh Marjara
Company Secretary & Compliance Officer
ACS 41879

Address: 2252, Guru Nanak Nagar,

New Ranjit Nagar, New Delhi - 110008

Place: New Delhi

Date: 28th May, 2019

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 closed on Book Closure Dates i.e. from Saturday, 14th September, 2019 to Wednesday 18th September, 2019 (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. Corporate Members intending to send their authorized representatives to attend the AGM are requested to send a certified copy of the Board Resolution to the Company, authorizing them to attend and vote on their behalf at the AGM.

E. Members / proxies should bring the duly filled Attendance Slip enclosed herewith to attend the meeting.

F. Pursuant to Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide the facility to Members to exercise their right to vote on the resolutions proposed to be passed at Annual General Meeting by electronic means. The Members, whose names appear in the Register of Members / list of Beneficial Owners as on Friday, September 13, 2019, i.e. the date prior to the commencement of book closure, are entitled to vote on the Resolutions on Agenda No. 1 & 2 set forth in this Notice. The members may cast their votes on electronic voting system from place other than the venue of the meeting (remote e-voting). The remote e-voting period will commence at 9.00 a.m. on Sunday, September 15, 2019 and will end at 5.00 p.m. on Tuesday, September 17, 2019. The Facility of voting through ballot paper shall be made available at the AGM venue to those members, who have not cast their vote by remote e-voting. The members who have already cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again at the AGM. In case member cast their votes through remote e-voting and ballot, voting done by remote e-voting shall prevail and votes cast through ballot shall be treated as invalid. The Company has appointed M/s Sachin Mavi & Associates, Company Secretaries, to act as the Scrutinizer, to scrutinize the entire e-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 favor of the Resolutions.

I. The Results declared along with the Scrutinizer's Report shall be placed on the website of CDSL and the Company immediately after their declaration.

J. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company / RTA.

K The Shareholders in their meeting held on 27th September, 2017 approved the appointment of M/s. Purushothaman Bhutani & Co., New Delhi (FRN 005484N), as the Statutory Auditors of the Company, to hold office till the conclusion of 45th Annual General Meeting to be held in year 2022.

L. As per Regulation 40 of SEBI Listing Regulations, as amended, securities of listed companies can be 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 for assistance in this regard.

M. As stipulated under Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standard-2, brief profile of Mr. Sunil Kumar Shrivastava, including names of companies in which he holds directorships and memberships / chairmanships of Board Committees, is provided below in Table A and B respectively:

Table A

Age	58
Qualification	MBA& LL.B
Experience	Mr. Sunil Kumar Shrivastava has been associated with HCL Group from last 27 years. He is responsible for the all the Legal & Secretarial Compliances.
Terms and Conditions of appointment	Non-Executive Director
Details of remuneration	NIL
Date of first appointment	31-March-2015
Shareholding in the Company	500 Shares
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 thereof
First Stonex Limited	Whole-time Director
HCL Infosolutions Limited	Director
HCL Employees Investment Co. Ltd	Director
PimpriChinchwadeServices Limited	Director
South Asian Computers Limited	Director
International Data Management Limited	Director
Guddu Investments (Delhi) Private limited	Director
Esthetic Infra-Developers Private Limited	Director
Universal Office Automation Limited	Director
Buoyant Infra- Developers Private Limited	Director
Cityframe Infra –Developers Private Limited	Director

2. Memberships / chairmanships of Board Committees

Name of the Company	Name of the Committee	Position on the Committee thereof
HCL Infosolutions Limited	Audit Committee	Member
	Nomination & Remuneration Committee	Member
Universal Office Automation Limited	Audit Committee	Member
	Nomination & Remuneration Committee	Member
	Stakeholder Relationship Committee	Member
	Corporate Social Responsibility Committee	Member

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

Jasbir Singh Marjara
Company Secretary & Compliance Officer
ACS 41879
Address: 2252, Guru Nanak Nagar,
New Ranjit Nagar, New Delhi - 110008

Place: New Delhi
Date: 28th May, 2019

To,
International Data Management Limited
806, Siddhartha, 96, Nehru Place,
New Delhi-110019

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: _______________

Date: _______________

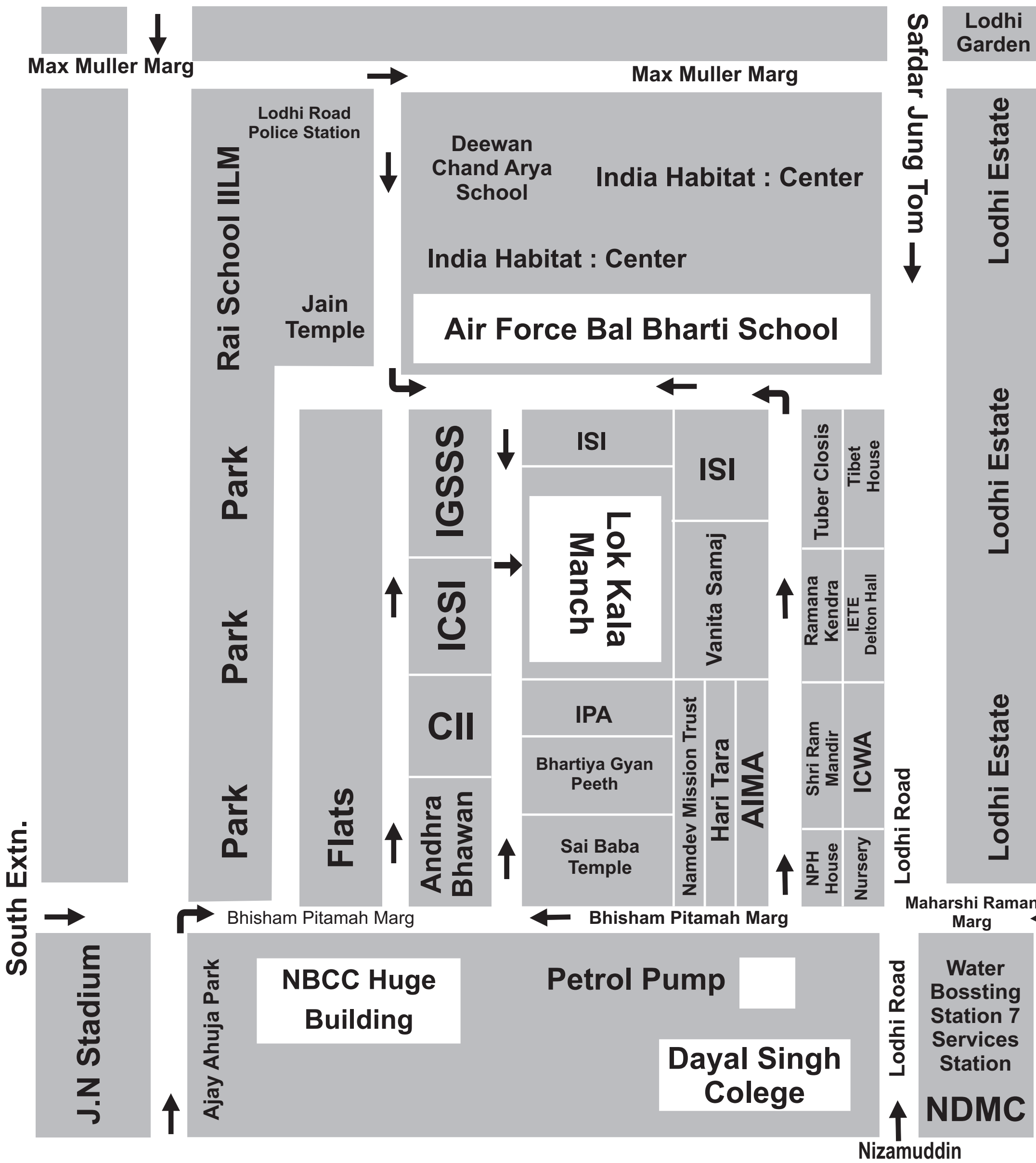
Signature: _______________

Name: __________________

(Shareholder)

Note: You may also send this information by e-mail to Registrar Transfer Agent @ admin@skylinerta.com or to Company @idmcomplianceofficer@gmail.com.

ROUTE MAP


Max Muller Marg
Lodhi Garden
Max Muller Marg
Safdar Jung Tom
Lodhi Road Police Station
Rai School IILM
Deewan Chand Arya School
India Habitat : Center
India Habitat : Center
Jain Temple
Air Force Bal Bharti School
Lodhi Estate
Lodhi Estate
Lodhi Estate
Park
Park
Park
Flats
IGSSS
ICSI
CII
Andhra Bhawan
ISI
ISI
Lok Kala Manch
Vanita Samaj
IPA
Bhartiya Gyan Peeth
Sai Baba Temple
Namdev Mission Trust
Hari Tara
AIMA
Tuber Closis
Tibet House
Ramana Kendra
IETE Delton Hall
Shri Ram Mandir
ICWA
NPH House
Nursery
Lodhi Road
South Extn.
Bhisham Pitamah Marg
Bhisham Pitamah Marg
Maharshi Raman Marg
J.N Stadium
Ajay Ahuja Park
NBCC Huge Building
Petrol Pump
Dayal Singh College
Lodhi Road
Water Bossting Station 7 Services Station
NDMC
Nizamuddin

INTERNATIONAL DATA MANAGEMENT LIMITED
CIN: L72300DL1977PLC008782
Registered office: 806, Siddhartha, 96, Nehru Place, New Delhi-110019
Email: idmcomplianceofficer@gmail.com; Tel. 011-26444812
Website: www.idmlimited.in

ATTENDANCE SLIP

42nd Annual General Meeting of the Company, to be held on **Wednesday, 18th September, 2019 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 Member .... Signature ....

Name of the Proxyholder .... Signature ....

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
Website: www.idmlimited.in

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 .... Email ID ....

   Signature .... or failing him/her

2. Name .... Address .... Email ID ....

   Signature .... or failing him/her

3. Name .... Address .... Email ID ....

   Signature ....

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 42nd Annual general meeting of the company, to be held on Wednesday, 18thSeptember,2019 at 3:30 P.M at Lok Kala Manch, 20, Institutional Area, Lodhi Road, New Delhi – 110003 and at any adjournment thereof in respect ofsuch resolutions as are indicate below:

Resolution No.

Ordinary Business:		Response	
		Assent	Dissent
1	Adoption of Director's Report, Audited Financial Statements for the year ended 31st March, 2019 and Auditor's Report thereon		
2	To appoint a Director in place of Mr. Sunil Kumar Shrivastava (DIN 00259961), who retires by rotation and, being eligible, offers herself for re-appointment.		

Signed this .... day of ...., 2019.

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.

INTERNATIONAL DATA MANAGEMENT LIMITED

CIN L72300DL1977PLC008782

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

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

Website – www.idmlimited.in

Folio No Sequence No

Dear Shareholder(s)

Voting through electronic means

Pursuant to Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, your Company is extending e-voting facility as an alternative, for its shareholders to enable them to cast their vote electronically on the resolutions proposed to be passed in the 42nd Annual General Meeting, scheduled to be held on Wednesday, 18th September, 2019 at 3:30P.M. at Lok Kala Manch, 20, Institutional Area, Lodhi Road, New Delhi – 110003

The Company has engaged the services of Central Depository Services (India) Limited (CDSL) as the agency to provide e-voting facilities.

As per the above said instructions, the sequence number required to exercise the e-voting right is as under:

E-Voting Sequence Number (EVSN)	**190808005**
Sequence Number(Refer step No. (vii) of e-Voting instructions contained in the Notice)	

The remote e-voting period begins on Sunday, 15th September, 2019 at 9:00 A.M. and ends on Tuesday, 17th September, 2019 at 5:00 P.M. Members may cast their votes accordingly.

The remote e-voting shall not be allowed beyond the aforesaid date and time and the e-voting module shall be disabled by CDSL upon expiry of aforesaid period.

The cut-off date for the purpose of remote e-voting and voting at the Annual General Meeting is 13th September, 2019.

This Communication forms an integral part of the Notice for the 42nd Annual General Meeting.

For **International Data Management Limited**

Sd/-
Jasbir Singh Marjara
Company Secretary& Compliance Officer

Date:28th May, 2019
Place: New Delhi

PTO

The instructions for shareholders voting electronically are as under:

i. The voting period begins on 15th September, 2019 at 9:00 A.M. and ends on 17th September, 2019 at 5:00 P.M. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of 13thSeptember, 2019, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

ii. The shareholders should log on to the e-voting website www.evotingindia.com.

iii. Click on Shareholders / Members

iv. Now Enter your User ID

   a. For CDSL: 16 digits beneficiary ID,

   b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,

   c. Members holding shares in Physical Form should enter Folio Number registered with the Company.

v. Next enter the Image Verification as displayed and Click on Login.

vi. If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.

vii. If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) ● Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field. ● In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.
Dividend Bank Details **OR** Date of Birth (DOB)	● Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login. If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (v).

viii. After entering these details appropriately, click on "SUBMIT" tab.

ix. Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

x. For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

xi. Click on the EVSN for the 'International Data Management Limited'

xii. On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.

xiii. Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.

xiv. After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.

xv. Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.

xvi. You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.

xvii. If a demat account holder has forgotten the changed login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.

xviii. **Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.**

xix. **Note for Non – Individual Shareholders and Custodians**

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
- After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
- The list of accounts linked in the login should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
- A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.

xx. 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 Contact Mr. Rakesh Dalvi, Manager, CDSL, A Wing, 25th Floor, Marathon Futurex, Mafatlal Mill Compounds, N M Joshi Marg, Lower Parel (E), Mumbai – 400013 at 1800225533 or write an email to helpdesk helpdesk.evoting@cdslindia.com.

xxi. M/s Sachin Mavi & Associates, Company Secretaries have been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.

xxii. 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.

xxiii. 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.

xxiv. The Results declared along with the Scrutinizer's Report shall be placed on the website of CDSL and the Company immediately after their declaration.