

NOTICE is hereby given that the Sixth Annual General Meeting of the Members of Kotak Mahindra General Insurance Company Limited will be held on Friday, July 31 2020 at 11:00 a.m. through video conferencing to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the financial statements for the period ended March 31, 2020 and the Report of the Board of Directors and the Auditors thereon
2. To appoint a Director in place of Mr. Virat Diwanji (DIN: 07021146) who retires by rotation and being eligible, offers himself for reappointment
3. To consider and, if thought fit, pass the following Resolution as an Ordinary Resolution:

“RESOLVED THAT pursuant to the provisions of section 139 of the Companies Act, 2013 read with the Companies (Audit and Auditor) Rules, 2014, the IRDAI Guidelines for Corporate Governance for Insurers in India and other applicable provisions, if any, the Company hereby re-appoints M/s V.C. Shah & Co. (Firm Registration no. 109818W) as the joint statutory auditors from conclusion of this Annual General meeting until the conclusion of the eleventh (11th) Annual General Meeting and that their remuneration be fixed by the Board of Directors of the Company.”

4. To consider and, if thought fit, pass the following Resolution as an Ordinary Resolution:

“RESOLVED THAT pursuant to the provisions of section 139 of the Companies Act, 2013 read with the Companies (Audit and Auditor) Rules, 2014, the IRDAI Guidelines for Corporate Governance for Insurers in India and other applicable provisions, if any, the Company hereby appoints M/s MSKA & Associates (Firm Registration no. 105047W) as the joint statutory auditors from conclusion of this Annual General meeting until the conclusion of the eleventh (11th) Annual General Meeting and that their remuneration be fixed by the Board of Directors of the Company.”

NOTES:

1. THE ANNUAL GENERAL MEETING OF MEMBERS OF THE COMPANY SHALL BE CONVENED THROUGH VIDEO CONFERENCING MODE UNDER THE GUIDELINES ISSUED BY THE MINISTRY OF CORPORATE AFFAIRS THROUGH GENERAL CIRCULAR NOS. 14/2020 DATED 8TH APRIL, 2020, 17/2020 DATED 13TH APRIL, 2020 AND 20/2020 DATED 5TH MAY, 2020

2. The Members are requested to follow the below instructions: -

a) Participation:

- i. Pursuant to the aforementioned general circular, the physical presence of the Members has been dispensed with and therefore the appointment of Proxy(ies) is not permitted. However, in pursuance of section 112 and 113 of the Companies Act, 2013, representatives of the members may be appointed for the purpose voting through remote e-voting or for participation and voting in the meeting.
- ii. The Members may, before the meeting, submit their questions / queries (if any) through e-mail to the Company Secretary.
- iii. On the date of the meeting, the Members, Directors, Key Managerial Personnel and all other persons authorized to attend the meeting, may join the meeting using the Dial-in details which will be shared in a separate e-mail.
- iv. In case any member requires assistance for using the aforementioned Dial-in before or during the meeting, you may contact the Company Secretary.
- v. In order to ensure the smooth participation, the Members, Directors, Key Managerial Personnel and all other persons authorized to attend the meeting are requested to ensure that the device used for attending the meeting through video conferencing has strong internet signal/ network.

b) Voting:

- i. The voting at the Annual General Meeting shall be done by show of hands. In case a poll is demanded, the Chairman shall follow the procedure provided in Section 109 of the Companies Act, 2013 and rules made thereunder.
- ii. On demand of poll, the Members may vote by sending an e-mail to the Company Secretary at Krishnan.g@kotak.com stating their assent/ dissent. For convenience during voting, the Members are requested to use the following box and state the symbol or mention the no. of shares held by them in assent/ dissent box.

Example 1: Using Symbol ('√')

Item no. of agenda	Assent	Dissent
	√	

Example 2: Using No. of Shares held.

Item no. of agenda	Assent	Dissent
	100	

c) Other instructions/ information:

- i. Members are requested to address all communications through their registered e-mail id only.
- ii. Pursuant to General Circular 20/2020 dated 5th May, 2020, the Annual Report of the Company i.e. Financial statements (including Board's report, Auditor's report and other documents required to be attached therewith) will be sent through e-mail only and no separate physical copy of the same shall be dispatched to any member.
- iii. The recorded transcript shall be available on the website of the Company www.kotakgeneralinsurance.com post the conclusion of the meeting.
- iv. This notice is also available on the website of the Company.
- v. In case of any doubts or clarification, the members are requested to contact the Company Secretary.
- vi. The documents related to matters set out in the notice can be requested via email by writing to the Company Secretary at Krishnan.g@kotak.com on all working days up to and including the date of the meeting.

By Order of the Board of Directors

Krishnan Gopalakrishnan
Company Secretary
Membership No.: 48977

Place: Mumbai,
Date: July 09, 2020

Kotak Mahindra General Insurance Company Limited
(Formerly Kotak Mahindra General Insurance Limited)

CIN: U66000MH2014PLC260291. IRDAI Regn. No: 152.

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