

National Stock Exchange of India Limited Exchange Plaza, Plot C/1, Block G, Bandra Kurla Complex, Bandra (East), Mumbai – 400051.	BSE Limited Sir PJ Towers, Dalal Street, Mumbai – 400001.
<b>Kind Attn: Head – Listing Department</b>	<b>Kind Attn: Sr. General Manager – DCS Listing Department</b>

Dear Sir/Madam,

**Sub: Postal Ballot Notice**

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of the postal ballot notice seeking approval of the members of the Company by electronic means for appointment of Mr. V. Srinivasa Rangan (DIN: 00030248) as a Non-Executive Director (Nominee of HDFC Bank Limited, Promoter of the Company).

Please note that in accordance with the relevant circulars issued by the Ministry of Corporate Affairs and the Securities and Exchange Board of India, postal ballot notice has been sent only in electronic form to all those members, whose names appear in the Register of Members / List of Beneficial Owners as received from National Securities Depository Limited and Central Depository Services (India) Limited, as on Friday, January 26, 2024 (“Cut-off Date”).

Information pertaining to E-voting viz. Cut-off date and period of voting are mentioned hereinbelow:

<b>Particulars</b>	<b>Details</b>
Cut-off date for e-voting	Friday, January 26, 2024
E-voting start time and date	From 9:00 a.m. (IST) on Thursday, February 1, 2024
E-voting end time and date	Upto 5:00 p.m. (IST) on Friday, March 1, 2024

This is for your information and record.

Thanking you,

Yours faithfully,

For **HDFC Asset Management Company Limited**

**Sylvia Furtado**  
Company Secretary

**Encl.: a/a**

**HDFC Asset Management Company Limited**

CIN: L65991MH1999PLC123027

**Registered Office** : "HDFC House", 2ndFloor, H.T. Parekh Marg, 165-166, Backbay Reclamation, Churchgate, Mumbai-400 020 Tel.: 022 - 6631 6333 Fax: 022 - 6658 0203 Website: [www.hdfcfund.com](http://www.hdfcfund.com) email: [shareholders.relations@hdfcfund.com](mailto:shareholders.relations@hdfcfund.com)



**HDFC Asset Management Company Limited**

CIN: L65991MH1999PLC123027

Regd. Office: "HDFC House", 2nd Floor, H.T. Parekh Marg, 165-166, Backbay Reclamation, Churchgate, Mumbai – 400020.  
Website: [www.hdfcfund.com](http://www.hdfcfund.com); Email: [shareholders.relations@hdfcfund.com](mailto:shareholders.relations@hdfcfund.com); Tel: +91(22)6631 6333; Fax: +91(22)6658 0203.

## POSTAL BALLOT NOTICE

[Pursuant to Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules, 2014]

Dear Member(s),

**NOTICE** is hereby given that pursuant to the provisions of Section 110 read with Section 108 and all other applicable provisions, if any, of the Companies Act, 2013 ("the Act") read with Rules 20 and 22 of the Companies (Management and Administration) Rules, 2014, Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India, including any statutory modification(s), clarification(s), substitution(s) or re-enactment(s) thereof for the time being in force, guidelines prescribed by the Ministry of Corporate Affairs ("MCA"), Government of India, for holding general meetings / conducting postal ballot process through electronic voting ("e-voting") vide General Circular Nos. 14/ 2020 dated April 8, 2020; 17/2020 dated April 13, 2020; 22/2020 dated June 15, 2020; 33/2020 dated September 28, 2020; 39/2020 dated December 31, 2020; 10/2021 dated June 23, 2021; 20/2021 dated December 8, 2021; 3/2022 dated May 5, 2022; 11/2022 dated December 28, 2022 and 09/2023 dated September 25, 2023 ("MCA Circulars") and pursuant to other applicable laws and regulations, the said resolution as set out hereunder is proposed for approval by the Members of HDFC Asset Management Company Limited (the "Company"/"HDFC AMC") by means of Postal Ballot through e-voting.

Pursuant to Sections 102 and 110 and other applicable provisions of the Act, the statement setting out the material facts relating to the said Resolution is annexed to this Postal Ballot Notice for your consideration.

### SPECIAL BUSINESS:

#### **Approval for appointment of Mr. V. Srinivasa Rangan as a Non-Executive Director (Nominee of HDFC Bank Limited, Promoter of the Company)**

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

**"RESOLVED THAT** pursuant to the provisions of Sections 152, 161 and other applicable provisions, if any, of the Companies Act, 2013 ("the Act") and the Rules made thereunder, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, SEBI (Mutual Funds) Regulations, 1996 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force) and the Articles of Association of the Company, Mr. V. Srinivasa Rangan (DIN: 00030248) who was appointed by the Board of Directors as an Additional (Non-Executive) Director (Nominee of HDFC Bank Limited, Promoter of the Company) with effect from January 12, 2024 and in respect of whom the Company has received a notice in writing from a member of the Company under Section 160 of the Act proposing his candidature for the office of Director of the Company, be and is hereby appointed as a Non-Executive Director of the Company (Nominee of HDFC Bank Limited), liable to retire by rotation and entitled to receive reimbursement of expenses for attending the Board/ Committee meetings.

**RESOLVED FURTHER THAT** any Director or the Company Secretary of the Company be and is hereby authorised to do all such acts, deeds, matters and things as may be considered necessary or desirable to give effect to this resolution and matters incidental thereto."

BY ORDER OF THE BOARD  
For **HDFC Asset Management Company Limited**

**Sylvia Furtado**

Company Secretary  
Membership No. A17976

Mumbai, January 11, 2024

## NOTES:

1. The Statement pursuant to Section 102 of the Companies Act, 2013 ('the Act'), in respect of the proposed resolution given in this Postal Ballot Notice, the details under Regulation 36(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('Listing Regulations') and Clause 1.2.5 of the Secretarial Standard on General Meetings ('SS-2') issued by the Institute of Company Secretaries of India, in respect of the person seeking appointment as a Director is annexed hereto and forms part of this Notice.
2. Members may note that considering the relaxation granted by the Statutory Authorities, Companies are permitted to conduct the Postal Ballot by sending Notice in electronic form only. Hence, the Company has not dispatched the Postal Ballot notice, Postal Ballot form / pre-paid business envelope etc., by post or courier. Further as per relaxation granted, the communication of the Assent or Dissent of the Members on the resolution as set out in this Notice would only be taken through the e-voting.
3. The Postal Ballot Notice and the e-voting instructions along with the User ID and Password are being sent only by email to those Members who have registered their email address with their Depository Participant(s) ("DPs") or with M/s. KFin Technologies Limited (Formerly known as KFin Technologies Private Limited), Registrar and Share Transfer Agent ("KFintech/RTA") and whose names appear on the Register of Members / List of Beneficial Owners as received from National Securities Depository Limited and Central Depository Services (India) Limited, ("Depositories") as on Friday, January 26, 2024 ("Cut-off Date").
4. A copy of this Postal Ballot Notice is also available on the Company's website at [www.hdfcfund.com](http://www.hdfcfund.com) and on the website of the Stock Exchanges i.e. National Stock Exchange of India Limited at [www.nseindia.com](http://www.nseindia.com) and BSE Limited at [www.bseindia.com](http://www.bseindia.com) and also on the website of KFintech (the RTA and the agency engaged for providing e-voting facility) at <https://evoting.kfintech.com>.
5. This Notice of Postal Ballot could not be served upon those Members whose e-mail addresses are not registered with the Company/DP, however, Members can obtain the soft copy of the notice and e-voting instructions along with the User ID and Password by sending an email request to [evoting@kfintech.com](mailto:evoting@kfintech.com) on or before March 1, 2024 to be eligible for e-voting.
6. SEBI vide its master circular dated December 28, 2023 has provided an online dispute redressal forum/portal for redressing the unresolved queries of the shareholder(s). The said circular can be accessed on the website of the Company. In this connection, the shareholder(s) are requested to address and send their grievance(s) / queries / complaints directly to the Company's Registrar & Share Transfer Agent viz. KFintech at [inward.ris@kfintech.com](mailto:inward.ris@kfintech.com) and if the grievance is not redressed satisfactorily by RTA, the shareholders are requested to forward the grievance to the Company directly at [shareholders.relations@hdfcfund.com](mailto:shareholders.relations@hdfcfund.com).  
  
If the grievance still persist, escalation can be made on the SCORES Portal at [scores.gov.in](http://scores.gov.in) in accordance with the SCORES guidelines and the process laid out therein. Further, if the shareholder(s) is still not satisfied with the outcome, then he/she/it can initiate the dispute resolution process on the ODR Portal at <https://smartodr.in/login>.
7. The e-voting period commences on **Thursday, February 1, 2024 at 09.00 A.M. (IST)** and ends on **Friday, March 1, 2024 at 05.00 P.M. (IST)**. Members are requested to carefully read the instructions given in this Postal Ballot Notice and record their assent (FOR) or dissent (AGAINST) through the e-voting process. The e-voting will not be allowed beyond the aforesaid date and time, and the e-voting module shall be disabled by KFintech upon expiry of the aforesaid period.

8. The Company has appointed Mr. Surjan Singh Rauthan (C.P. 3233), Proprietor of S. S. Rauthan & Associates, Practicing Company Secretaries, as the Scrutinizer to scrutinise the Postal Ballot process and the e-voting in a fair and transparent manner. The Scrutinizer will submit the report to the Chairman of the Company, or any person authorised by him upon completion of the scrutiny of the votes cast through e-voting. The results of the Postal Ballot will be announced on or before Sunday, March 3, 2024 at the registered office of the Company. The results declared along with the Scrutiniser's Report will be placed on the website of the Company and KFintech. The results will be communicated to the Stock Exchanges simultaneously. The results will also be displayed on the notice board at the Registered Office of the Company.
9. Corporate Members are entitled to appoint authorised representative(s) to vote on their behalf on the Resolution proposed in this Postal Ballot Notice. Institutional / Corporate Shareholders (i.e. other than individuals, HUF, NRI, etc.) are required to send a scanned, certified copy (PDF / JPG Format) of their Board or governing body's Resolution / Authority Letter etc., authorising its representative to vote through e-voting together with attested specimen signature(s) of the duly authorised representative(s), to the Scrutinizer at [ssrauthan@ssrgroupindia.in](mailto:ssrauthan@ssrgroupindia.in) with a copy marked to KFintech at [evoting@kfintech.com](mailto:evoting@kfintech.com). The scanned image of the abovementioned documents should be in the naming format "Corporate Name Even No.".
10. The voting rights of Members shall be in proportion to their share(s) in the paid-up equity share capital of the Company as on the cut-off date.
11. Once the vote on Resolution is cast by Members, the same shall not be allowed to be changed subsequently.
12. All the documents referred to in the Notice and Explanatory Statement will be available for inspection by member(s) basis the request being sent on [shareholders.relations@hdfcfund.com](mailto:shareholders.relations@hdfcfund.com) mentioning their name, Folio no. / Client ID and DP ID, and the documents they wish to inspect, with a self-attested copy of their PAN card attached to the email.
13. The last date specified in this Notice for e-voting i.e. Friday, March 1, 2024, shall be the date on which the resolution would be deemed to have been passed, if approved by the requisite majority.
14. Contact details of the person responsible to address the queries or grievances connected with the voting by Postal Ballot through electronic means, if any:
  - Ms. Krishna Priya Maddula, Senior Manager, Registrar and Share Transfer Agent, KFin Technologies Limited, Unit: HDFC Asset Management Company Limited, Selenium Building, Tower-B, Plot No 31 & 32, Financial District, Nanakramguda, Serilingampally, Hyderabad, Rangareddi, Telangana India - 500 032. Tel: 040 – 67161510; Email - [evoting@kfintech.com](mailto:evoting@kfintech.com).

## INSTRUCTIONS FOR E-VOTING:

As per the SEBI Master Circular No. SEBI/HO/CFD/PoD2/CIR/P/2023/120 dated July 11, 2023, on e-voting facility provided by listed companies, individual members holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depositories Participants. Members are advised to update their mobile number and email-id in their demat accounts in order to access e-voting facility.

### Procedure and instructions for e-voting:

**Step 1:** Access to Depositories e-voting system in case of individual Shareholders holding shares in demat mode.

**Step 2:** Access to KFinTech e-voting system in case of Shareholders holding shares in physical form and non-individual Shareholders in demat mode.

### Details on Step 1 are mentioned below:

#### i. Method of login/access to Depositories (NSDL/CDSL) e-voting system in case of individual members holding shares in demat mode

Type of members	Login Method
Individual members holding securities in demat mode with NSDL	<b>A. Instructions for existing Internet-based Demat Account Statement ("IDeAS") facility Users:</b> <ul style="list-style-type: none"><li>i. Visit the e-services website of NSDL at <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a>.</li><li>ii. On the e-services home page click on the "Beneficial Owner" icon under "Login" under 'IDeAS' section.</li><li>iii. A new page will open and thereafter you will have to enter the existing user id and password for accessing IDeAS.</li><li>iv. After successful authentication, members will be able to see e-voting services under 'Value Added Services'. Please click on "Access to e-voting" under e-voting services, after which the e-voting page will be displayed.</li><li>v. Click on HDFC Asset Management Company Limited or e-voting service provider, i.e. KFinTech.</li><li>vi. Members will be re-directed to KFinTech's website for casting their vote during the e-voting period.</li></ul>
	<b>B. Instructions for those Members who are not registered under IDeAS:</b> <ul style="list-style-type: none"><li>i. Visit <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> for registering.</li><li>ii. Select "Register Online for IDeAS Portal" or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a>.</li><li>iii. Visit the e-voting website of NSDL at <a href="https://www.evoting.nsdl.com">https://www.evoting.nsdl.com</a>.</li><li>iv. Once the home page of e-voting system is launched, click on the icon "Login" which is available under 'Shareholder / Member' section.</li><li>v. A new screen will open and thereafter members will have to enter their User ID (i.e. the sixteen digits demat account number held with NSDL), password / OTP and a Verification Code as shown on the screen.</li><li>vi. After successful authentication, members will be redirected to NSDL Depository site wherein they can see e-voting page.</li><li>vii. Click on HDFC Asset Management Company Limited or e-voting service provider name, i.e. KFinTech, after which the member will be redirected to KFinTech's website for casting their vote during the e-voting period.</li></ul>
	<b>C. NSDL Mobile App</b> <p>Members can also download the NSDL Mobile App "NSDL Speede" by scanning the QR code for seamless voting experience.</p> <p><b>NSDL Mobile App is available on</b></p>



Type of members	Login Method
Individual members holding securities in demat mode with CDSL	<ol style="list-style-type: none"> <li>1. Users who have opted for CDSL Easi / Easiest facility, can login through their existing user id and password. Option will be made available to reach e-Voting page without any further authentication. The users to login to Easi / Easiest are requested to visit CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login icon &amp; New System Myeasi Tab.</li> <li>2. After successful login the Easi / Easiest user will be able to see the e-Voting option for eligible companies where the e-voting is in progress as per the information provided by company. On clicking the e-voting option, the user will be able to see e-Voting page of the e-Voting service provider for casting the vote during the e-Voting period. Additionally, links are also provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.</li> <li>3. If the user is not registered for Easi/Easiest, option to register is available at CDSL website <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on login &amp; New System Myeasi Tab and then click on registration option.</li> </ol> <p>Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. through an e-Voting link available on <a href="http://www.cdslindia.com">www.cdslindia.com</a>. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the Demat Account. After successful authentication, user will be able to see the e-Voting option where the e-voting is in progress and also able to directly access the system of all e-Voting Service Providers.</p>

## ii. Instructions for login through Demat Account / website of Depository Participant

Type of members	Login Method
Individual members login through their demat accounts / Website of Depository Participant(s) ('DP')	<ol style="list-style-type: none"> <li>1. Members can also login using the login credentials of their demat account through their DP registered with the Depositories for e-voting facility.</li> <li>2. After successful login, members will be able to view e-voting option and upon clicking e-voting option, members will be redirected to the NSDL / CDSL website after successful authentication, wherein members will be able to view the e-voting feature.</li> <li>3. Click on options available against HDFC Asset Management Company Limited or KFintech and Members will be redirected to e-voting website of KFintech for casting their vote during the e-voting period without any further authentication.</li> </ol>

**Important note:** Members who are unable to retrieve User ID/Password are advised to use Forgot user ID and Forgot Password option available at respective websites.

**For any technical issues related to login through NSDL / CDSL, Individual members holding securities in demat mode are requested to contact at below mentioned Helpdesk:**

<b>Securities held with NSDL</b>	Contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 022-48867000 / 022-24997000
<b>Securities held with CDSL</b>	Contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at toll free no. 1800-22-5533

## Step 2:

Method of login / access to KFintech's e-voting system in case of members holding shares in physical mode and non-individual members holding shares in demat mode

### Instructions for Members whose email IDs are registered with the Company / Depository Participant(s)

Members whose email IDs are registered with the Company / Depository Participant(s) will receive an email from KFintech which will include details of E-voting Event Number (EVEN), USER ID and password. They will have to follow below-mentioned process:

- i. Launch internet browser by typing the URL: <https://evoting.kfintech.com>
- ii. Enter the login credentials (i.e. User ID and password). In case of physical folio, User ID will be EVEN (E-Voting Event Number) followed by folio number. In case of Demat account, User ID will be your DP ID and Client ID. However, if a member is registered with KFintech for e-voting, they can use their existing User ID and password for casting the vote.
- iii. After entering these details appropriately, proceed further by clicking on "LOGIN".
- iv. Members will now view "password change Menu" wherein they are required to mandatorily change the password. The new password should comprise of minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character (@, #, \$, etc.,). The system will prompt the member to change their password and update their contact details viz. mobile number, email ID etc. on first login. Members may also enter a secret question and answer of their choice to retrieve their password in case they forget it. It is strongly recommended that members do not share their password with any other person and that they take utmost care to keep their password confidential.
- v. Members will need to login again with the new credentials.
- vi. On successful login, the system will prompt the member to select the "EVEN", viz., 'HDFC Asset Management Company Limited', and click on "Submit".
- vii. On the voting page, enter the number of shares (which represents the number of votes) as on the Cut-off Date under "FOR/ AGAINST" or alternatively, a member may partially enter any number of shares in "FOR" and partially "AGAINST" but the total number of shares in "FOR/AGAINST" taken together shall not exceed the total shareholding as mentioned hereinabove. A member may also choose the option of ABSTAIN. If a member does not indicate either "FOR" or "AGAINST" it will be treated as "ABSTAIN" and the shares held will not be counted under either head.
- viii. Members holding multiple folios / demat accounts shall choose the voting process separately for each folio / demat account.
- ix. Members may then cast their vote by selecting an appropriate option and click on "Submit".
- x. A confirmation box will be displayed. Click "OK" to confirm else "CANCEL" to modify. Once members have voted on the resolution, they will not be allowed to modify their vote. During the voting period, members can login any number of times till they have voted on the Resolution.
- xi. Corporate Members are entitled to appoint authorized representatives to vote on their behalf on the Resolution proposed in this Postal Ballot Notice. Institutional / Corporate Shareholders (i.e. other than individuals, HUF, NRI, etc.) are required to send a scanned, certified copy (PDF / JPG Format) of their Board or governing body's Resolution / Authority Letter etc., authorizing its representative to vote through e-voting together with attested specimen signature(s) of the duly authorized representative(s), to the Scrutinizer at [ssrauthan@ssrgroupindia.in](mailto:ssrauthan@ssrgroupindia.in) with a copy marked to KFintech at [evoting@kfintech.com](mailto:evoting@kfintech.com). The scanned image of the above mentioned documents should be in the naming format "Corporate Name Event No". Further, Corporate / Institutional Members are encouraged to vote on the aforesaid resolution.

**Members who have forgotten the user id and password, may obtain / retrieve the same in the manner mentioned below:**

- i. If the mobile number of the member is registered against Folio No. / DP ID Client ID, the member may send SMS: MYEPWD<space>E-voting Event Number (EVEN) + Folio No. or DP ID Client ID to +91 9212993399

Example for NSDL: MYEPWD<SPACE>IN12345612345678 Example for CDSL: MYEPWD<SPACE>1402345612345678

Example for Physical: MYEPWD<SPACE> XXXX1234567890

- ii. If email ID of the member is registered against Folio No. / DP ID Client ID, then on the home page of <https://evoting.kfintech.com>, the member may click 'Forgot password' and enter Folio No. or DP ID Client ID and PAN to generate a password.
- iii. Members may send an email request to [evoting@kfintech.com](mailto:evoting@kfintech.com). If the member is already registered with the KFinTech e-voting platform then such member can use his / her existing User ID and password for casting the vote through e-voting.
- iv. Members may call KFinTech toll free number 1-800-309-4001 for any clarifications / assistance that may be required.

**EXPLANATORY STATEMENT UNDER SECTION 102(1) OF THE COMPANIES ACT, 2013**

Pursuant to the provisions of Section 161 of the Companies Act, 2013 ("the Act") and the Articles of the Association of the Company, the Board of Directors of the Company, on the recommendation of the Nomination & Remuneration Committee has appointed Mr. V. Srinivasa Rangan (DIN: 00030248) as an Additional (Non-Executive) Director (Nominee of HDFC Bank Limited, Promoter of the Company) with effect from January 12, 2024, liable to retire by rotation, subject to the approval of the members of the Company.

The said appointment has been made pursuant to the nomination received from HDFC Bank Ltd., in line with the Articles of Association of the Company. The profile and other details of Mr. Rangan are annexed to this Notice. The Board of Directors also considered based on Mr. Rangan's varied experience and expertise and that his association as a director of the Company would immensely benefit the Company. It is therefore proposed to appoint Mr. Rangan as a Non-Executive Nominee Director on the Board of the Company.

As per Regulation 17(1C) of Listing Regulations, the Company is required to obtain approval of shareholders for appointment of a person on the Board of Directors at the next general meeting or within a period of three months from the date of appointment, whichever is earlier. Accordingly, approval of the members is being sought for the appointment of Mr. Rangan as a Non-Executive Nominee Director.

The Company has received from Mr. Rangan (i) consent in writing to act as Director in Form DIR-2 pursuant to Rule 8 of the Companies (Appointment and Qualification of Directors) Rules, 2014 and (ii) intimation in Form DIR-8 pursuant to the Companies (Appointment and Qualification of Directors) Rules, 2014, stating that he is not disqualified under Section 164(2) of the Act. The Company has also ensured that he is not debarred from holding the office of a director by virtue of any SEBI order or any such other authority.

The Company has received a notice in writing from a member under Section 160 of the Act proposing the candidature of Mr. Rangan for appointment as a Non-Executive Director of the Company (Nominee of HDFC Bank Limited, Promoter of the Company).

Mr. Rangan will be entitled to receive reimbursement of expenses, if any incurred for participating in various Board and Committee meetings of the Company.

The Board, accordingly, recommends passing of the ordinary resolution as set out in this Notice, for the approval of the Members.

Except for Mr. Rangan and his relatives, none of the other Directors or Key Managerial Personnel of the Company or their relatives are in any way concerned or interested, financially or otherwise, in the said resolution.

BY ORDER OF THE BOARD  
For **HDFC Asset Management Company Limited**

**Sylvia Furtado**

Company Secretary  
Membership No. A17976

Mumbai, January 11, 2024



**Pursuant to Regulation 36 of the SEBI Listing Regulations and SS-2, the details of the Director seeking appointment are mentioned below:**

Name of the Director	Mr. V. Srinivasa Rangan
Director Identification Number	00030248
Age	63 years
Date of Appointment on the Board	January 12, 2024
Nationality	Indian
Qualifications	Bachelor's Degree in Commerce Associate member of the Institute of Chartered Accountants of India Graduate member of the Institute of Cost Accountants of India
Experience (including expertise in specific functional area)/Brief resume	Mr. V. Srinivasa Rangan was the Executive Director and Chief Financial Officer of erstwhile Housing Development Finance Corporation Limited. He holds a Bachelor's degree in Commerce from University of Delhi and is an Associate Member of the Institute of Chartered Accountants of India (ICAI), qualified as rank holder. He is also a Graduate member of the Institute of Cost Accountants of India.  He is an expert in finance, accountancy, audit, economics, corporate governance, legal & regulatory compliance, risk management and strategic thinking. He has vast experience in housing finance and real estate sector. Mr. Rangan has worked on international consulting assignments in housing finance in Ghana and the Maldives.  He has been a member of various committees related to financial services such as RBI's Committee on Asset Securitisation and Mortgage Backed Securitisation, Technical Group formed by National Housing Bank (NHB) for setting up of a Secondary Mortgage market Institution in India, NHB's Working Group on Covered Bonds and NHB's Working Group on Credit Enhancement Mechanism.  Mr. Rangan was conferred the "Best CFO in the Financial Sector for 2010" by ICAI. He was also honoured with "Lifetime Achievement Award" at the sixth edition of Financial Express CFO Awards 2023.
No. of shares held (including shareholding as a beneficial owner)	307 equity shares of the face value of ₹ 5/- each
Terms and conditions of appointment/re- appointment	Non-Executive Nominee Director, liable to retire by rotation.
Directorships held in other companies	<ul style="list-style-type: none"> <li>HDFC Bank Limited – Executive Director i.e. Whole-time Director</li> <li>HDFC Education and Development Services Private Limited – Nominee Director</li> <li>HDFC Credila Financial Services Limited – Nominee Director</li> </ul>
Directorship of listed entities from which director has resigned in the past 3 years	<ol style="list-style-type: none"> <li>Resigned from Atul Limited w.e.f. December 13, 2023</li> <li>Resigned from Computer Age Management Services Limited w.e.f. December 11, 2023</li> <li>Resigned from TVS Credit Services Limited w.e.f. October 30, 2023</li> </ol>
Membership/Chairmanship of committees in other companies	Refer Annexure
Relationship with other Directors and Key Managerial Personnel	None
Remuneration sought to be paid	Not Applicable
Remuneration last drawn	Not applicable
Number of meetings of the Board attended during the year.	Not applicable

**Annexure**

Sr. No.	Name of the Company	Nature of Committee	Member/ Chairman
1.	HDFC Credila Financial Services Ltd.	Allotment	Chairman
		Corporate Social Responsibility	Member
		Nomination and Remuneration	Member
		Asset Liability Management	Member
		Risk Management	Chairman
2.	HDFC Education and Development Services Private Ltd.	Audit Committee	Member
		Allotment-Equity	Member
		Allotment-Debt	Member