

**ALEMBIC LIMITED**

CIN: L26100GJ1907PLC000033

Regd. Office: Alembic Road, Vadodara - 390 003

Tel.: +91 265 6637000

E-mail: alembic.investors@alembic.co.in

Website: www.alembiclimited.com

NOTICE

Notice is hereby given that the **117th Annual General Meeting ("AGM")** of the members of the Company will be held on **Monday, the 12th August, 2024 at 4:30 p.m. IST** through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") to transact the businesses, as set out in the Notice of the AGM, in accordance with the applicable provisions of the Companies Act, 2013 and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and in compliance with the procedure prescribed vide various circulars, issued from time to time by Ministry of Corporate Affairs and Securities and Exchange Board of India.

The Annual Report including the Notice of AGM which includes the process and manner of attending the AGM through VC / OAVM and e-voting, has been e-mailed on **11th July, 2024** to those members whose e-mail addresses are registered with the Company / Depositories. The Annual Report can be downloaded from the following web-links:

<https://www.alembiclimited.com/#qr>

<https://www.evoting.nsdl.com/>

The Company has fixed **Monday, the 5th August, 2024** as the 'Record Date' for determining entitlement of members for the purpose of payment of Dividend for the F.Y. 2023-24, if approved at the AGM.

The Company is pleased to provide its members the facility of casting votes electronically, through the e-voting services provided by National Securities Depository Limited ("NSDL").

The remote e-voting (e-voting from a place other than venue of the AGM) period begins on **Friday, the 9th August, 2024 at 9:00 a.m. IST** and ends on **Sunday, the 11th August, 2024 at 5:00 p.m. IST**. During this period, members of the Company, holding shares either in physical form or in dematerialized form as on the cut-off date i.e. **Monday, the 5th August, 2024** may cast their vote electronically. The remote e-voting module shall be disabled by NSDL for voting thereafter.

The facility for electronic voting system ("e-voting") shall also be made available during the AGM. The members attending the AGM, who have not cast their votes through remote e-voting, shall be able to exercise their voting rights during the AGM. The members who have already cast their votes through remote e-voting may attend the AGM but shall not be entitled to cast their votes again during the AGM. The detailed procedure for remote e-voting and e-voting during the AGM is provided in the Notice of AGM.

Any person holding shares in physical form and non-individual shareholders, who acquires shares of the Company and becomes member of the Company after sending of the Notice and holding shares as on the cut-off date, may obtain the User ID and password by sending request at evoting@nsdl.com. However, if they are already registered with NSDL for remote e-voting then they can use their existing User ID and password for casting the vote.

In case of queries or issues regarding e-voting or attending the AGM, please contact Ms. Pallavi Mhatre, Senior Manager, NSDL, 4th Floor, 'A' Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai 400 013, E-Mail Id: evoting@nsdl.com, Tel.: 022 - 4886 7000.

For Alembic Limited

Sd/-

Place : Vadodara

Date : 11th July, 2024

Keval Thakkar

Company Secretary

This Notice shall also be available at Investor Section of the Company's website www.alembiclimited.com and Corporate Announcement Section of Stock Exchanges' website www.bseindia.com and www.nseindia.com.