



IPCA LABORATORIES LIMITED

Regd. Off.: 48, Kandivli Industrial Estate, Kandivli (W), Mumbai 400 067
Tel: 022 – 6647 4444 / **E-mail:** investors@ipca.com / **Website:** www.ipca.com
CIN: L24239MH1949PLC007837

NOTICE

Notice is hereby given that the 69th Annual General Meeting (AGM) of the Company will be held at Aspee Auditorium, Laxminarayan Mandir Complex, Near Nutan School, Marve Road, Malad (West), Mumbai – 400 064 on Tuesday, 13th August, 2019 at 3.30 p.m. to transact the business as set out in the notice convening the said Annual General Meeting which is mailed to all the members of the Company.

The Notice of the 69th Annual General Meeting and the Annual Report for the financial year 2018-19 have been sent in electronic mode to Members whose e-mail IDs are registered with the Company or with the Depository Participant(s) unless the Members have registered their request for a hard copy of the same. Physical copy of the Notice of the 69th AGM and Annual Report for the financial year 2018-19 has been sent to those Members who have not registered their email IDs with the Company or Depository Participant(s).

The Notice of the 69th AGM and the Annual Report for the financial year 2018-19 is also available on the Company's website www.ipca.com. Members who have not received the Annual Report may download it from the Company's website or may request for a copy of the same by writing to the Company Secretary at the above mentioned email ID or registered office of the Company.

Notice is further given pursuant to Section 91 of the Companies Act, 2013 that the Register of Members and Share Transfer Books of the Company will remain closed from Thursday, 8th August, 2019 to Tuesday, 13th August, 2019, both days inclusive, to determine the members entitlement of dividend, if declared at the said Annual General Meeting and dividend will be payable to only those:

- Members, whose names appear in the Register of Members of the Company as on Wednesday, 7th August, 2019; and
- Beneficial owners whose names are provided by National Securities Depository Ltd. (NSDL) and Central Depository Services (India) Ltd. (CDSL) as at the close of business hours on Wednesday, 7th August, 2019.

Pursuant to the provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide its members with the facility to exercise their right to vote on the agenda items as stated in the notice of the Annual General Meeting by electronic means and the business may be transacted through the e-voting services provided by National Securities Depository Limited (NSDL).

The details pursuant to the provisions of Section 108 of the Companies Act, 2013 and the relevant Rules prescribed thereunder are as follows:

- The business may be transacted through voting by electronic means.
- Date and time of commencement of remote e-voting: Saturday, 10th August, 2019 (9.00 a.m.).
- Date and time of end of remote e-voting: Monday, 12th August, 2019 (5.00 p.m.).
- Cut-off Date: Wednesday, 7th August, 2019.
- Any person, who acquires shares of the Company and has become a member of the Company after despatch of notice and holding shares as of the cut-off date i.e. 7th August, 2019 may obtain the login ID and password by sending an request to evoting@nsdl.co.in by mentioning his Folio No. / DP ID and Client ID No. However, if any Member is already registered with NSDL for remote e-voting, then he can use his existing User ID and password for casting his vote. If he forgets his password, he can reset password by using "Forgot User Details / Password" or "Physical User / Reset Password" option available on www.evoting.nsdl.com or contact NSDL at Toll Free No: 1800 222 990.
- E-voting by electronic mode shall not be allowed beyond 5.00 p.m. on 12th August, 2019.
- The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper.
- The members who have 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.
- Members of the Company holding shares either in physical form or in dematerialized form as on the cut-off date of 7th August, 2019 only shall be entitled to avail the facility of remote e-voting as well as voting at the Annual General Meeting. The voting rights of the members shall be in proportion to their shares of the paid-up equity share capital of the Company.
- The Notice of the 69th AGM and the Annual Report for the financial year 2018-19 is also available on the Company's website www.ipca.com and on the website of National Securities Depository Ltd. (NSDL) www.evoting.nsdl.com.
- The shareholders may contact the Company Secretary for any grievances connected with electronic voting.

Mr. Harish P Kamath

Corporate Counsel & Company Secretary

Ipca Laboratories Limited

48, Kandivli Industrial Estate

Kandivli (W), Mumbai 400 067

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By Order of the Board
For **Ipca Laboratories Limited**
Harish P Kamath

Corporate Counsel & Company Secretary
ACS 6792

Mumbai
15th July, 2019