

NOTICE

Notice is hereby given that the 68th Annual General Meeting (AGM) of the Company will be held at Sarovar Banquet Hall, 2nd Floor, Payyade International Hotels Pvt. Ltd., Vasanji Lalji Road, Near Railway Station, Kandivli (West), Mumbai- 400067 on Thursday, 9th August, 2018 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 68th Annual General Meeting and the Annual Report for the financial year 2017-18 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 68th AGM and Annual Report for the financial year 2017-18 has been sent to those Members who have not registered their email IDs with the Company or Depository Participant(s).

The Notice of the 68th AGM and the Annual Report for the financial year 2017-18 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 Saturday, 4th August, 2018 to Thursday, 9th August, 2018, 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:

- a. Members, whose names appear in the Register of Members of the Company as on 3rd August, 2018, and
- b. 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 3rd August, 2018.

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:

1. The business may be transacted through voting by electronic means.
2. Date and time of commencement of remote e-voting: Monday, 6th August, 2018 (9.00 a.m.).
3. Date and time of end of remote e-voting: Wednesday, 8th August, 2018 (5.00 p.m.).
4. Cut-off Date: Friday, 3rd August, 2018.
5. 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. 3rd August, 2018 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 the following Toll Free No: 1800 222 990.
6. E-voting by electronic mode shall not be allowed beyond 5.00 p.m. on 8th August, 2018.
7. 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.
8. 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.
9. Members of the Company holding shares either in physical form or in dematerialized form as on the cut-off date of 3rd August, 2018 only shall be entitled to avail the facility of remote e-voting as well as voting at the Annual General Meeting.
10. The Notice of the 68th AGM and the Annual Report for the financial year 2017-18 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.
11. 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

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E-mail : investors@ipca.com

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

Place : Mumbai

Date : 11th July, 2018

Corporate Counsel & Company Secretary

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