

**ALEMBIC PHARMACEUTICALS LIMITED**

CIN: L24230GJ2010PLC061123

Regd. Office: Alembic Road, Vadodara - 390 003

Tel.: +91 265 2280550

Website: www.alembicpharmaceuticals.comEmail: apl.investors@alembic.co.in**NOTICE OF POSTAL BALLOT & E-VOTING FACILITY TO THE MEMBERS**

Members are hereby informed that pursuant to the provisions of Section 110 of the Companies Act, 2013 read with Rule 20 and Rule 22 of the Companies (Management and Administration) Rules, 2014, General Circular Nos. 14/2020 dated 8th April, 2020, 17/2020 dated 13th April, 2020, 22/2020 dated 15th June, 2020, 33/2020 dated 28th September, 2020, 39/2020 dated 31st December, 2020, 10/2021 dated 23rd June, 2021 and 20/2021 dated 8th December, 2021 issued by the Ministry of Corporate Affairs (hereinafter collectively referred to as "MCA Circulars"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations, 2015"), Secretarial Standard on General Meetings ("SS-2") and other applicable laws, rules and regulations (including any statutory modification or re-enactment thereof), the Company has, through National Securities Depository Limited ("NSDL") sent the Postal Ballot Notice dated 10th February, 2022 ("Postal Ballot Notice") vide e-mail on Tuesday, 15th February, 2022 to members, seeking their approval in respect of the Special Resolution mentioned in the said Notice.

In compliance with the MCA Circulars, this Postal Ballot Notice is being sent only by electronic mode to those members whose names appear on the Register of Members / List of Beneficial Owners as on Friday, 11th February, 2022 ("Cut-Off Date") received from the Depositories and whose e-mail address is registered with the Company / Depositories. A person who becomes a member after Cut-Off Date should treat Postal Ballot Notice for information purpose only.

Further, in compliance with the MCA Circulars, the Company has made necessary arrangements for the members to register their e-mail address. Members who have not registered their e-mail addresses are requested to register the same (i) with the Depository Participants ("DP") where they maintain their demat accounts, if the shares are held in electronic form; and (ii) by clicking on https://linkintime.co.in/EmailReg/Email_Register.html, if the shares are held in physical form.

The said Notice is also available on Company's website at www.alembicpharmaceuticals.com, website of stock exchanges i.e. BSE Limited at www.bseindia.com and National Stock Exchange of India Limited at www.nseindia.com and on the website of NSDL at www.evoting.nsdl.com

Members are requested to provide their assent or dissent through e-voting only. The e-voting facility is provided by NSDL. Some of the important details regarding the e-voting are provided hereunder:

Commencement of e-voting period	Wednesday, 16th February, 2022 at 9:00 a.m. IST
End of e-voting period	Thursday, 17th March, 2022 at 5:00 p.m. IST. The e-voting module will be disabled by NSDL thereafter.

The instructions for e-voting are provided in the Postal Ballot Notice. The said Notice also contains instructions with regard to login credential for members, holding shares in physical form or in electronic form, who have not registered their e-mail addresses either with the Company or their DP.

In case of any queries/grievances connected with e-voting, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of NSDL at www.evoting.nsdl.com or call on toll free no.: 1800-1020-990 and 1800-224-430 or send a request to Ms. Soni Singh at evoting@nsdl.co.in

For Alembic Pharmaceuticals Limited

Sd/-

Place: Vadodara

Charandeep Singh Saluja

Date: 15th February, 2022

Company Secretary

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