

**ALKEM LABORATORIES LTD.**

Regd. Office : ALKEM HOUSE, Senapati Bapat Marg,  
Lower Parel (West), Mumbai - 400 013, Maharashtra, India.

• Phone: +91-22-3982 9999 • Fax: 022-2495 2955  
• Email: contact@alkem.com • Website: www.alkemlabs.com  
• CIN: L00305MH1973PLC174201

09<sup>th</sup> October, 2023

|   |  |
|---|--|
| <b>The Corporate Relationship Department</b><br><b>BSE Limited</b><br>Phiroze Jeejeebhoy Towers,<br>Dalal Street,<br>Mumbai 400 001.<br><i>Scrip Code: 539523</i> | <b>National Stock Exchange of India Limited</b><br>Exchange Plaza,<br>Bandra Kurla Complex,<br>Bandra East,<br>Mumbai 400 051.<br><i>Scrip Symbol: ALKEM</i> |
|---|--|

Dear Sirs,

**Sub: Details of the Voting results of the Postal Ballot through Remote E-Voting - Regulation 44(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.**

In continuation to our letter dated 07<sup>th</sup> September, 2023 and pursuant to provisions of Regulation 44(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, this is to inform you that the resolution as proposed in the Postal Ballot Notice dated 10<sup>th</sup> August, 2023 has been passed by the Members of the Company with requisite majority.

We are enclosing herewith the details regarding the voting results of the business transacted through Postal Ballot by remote e-voting process in the prescribed format alongwith the Scrutinizer's Report.

The same are also being uploaded on Company's website viz. <https://www.alkemlabs.com/Postal-Ballot.php>

The approval is deemed to have been received on the last date of remote e-voting, i.e. 07<sup>th</sup> October, 2023.

Kindly take the same on record.

Sincerely,  
For Alkem Laboratories Limited

**Manish Narang**  
**President - Legal, Company Secretary & Compliance Officer**

Encl.: a/a

**ALKEM LABORATORIES LIMITED**

**Last Date of Postal Ballot and E- Voting : 07<sup>th</sup> October, 2023**

**Total number of shareholders on record date (01<sup>st</sup> September, 2023) : 66756**

**No. of shareholders present in the meeting either in person or through proxy: Not Applicable**

Promoters and Promoter Group: 0

Public: 0

**No. of shareholders attended the meeting through video conferencing ("VC") / Other Audio Visual Means ("OAVM"): Not Applicable**

Promoters and Promoter Group: 0

Public: 0

| Resolution Required : (Ordinary)  |                |                    | 1 - Ordinary Resolution - Appointment of Mr. Aniruddha Singh to hold office of profit as AVP – CMD Office of the Company. |   |                          |                       |                                      |                                    |
|---|----------------|--------------------|---|---|--------------------------|-----------------------|--------------------------------------|------------------------------------|
| Whether promoter/ promoter group are interested in the agenda/resolution? |                |                    | Yes   |   |                          |                       |                                      |                                    |
| Category  | Mode of Voting | No. of shares held | No. of votes polled   | % of Votes Polled on outstanding shares | No. of Votes – in favour | No. of Votes –Against | % of Votes in favour on votes polled | % of Votes against on votes polled |
|   |                | [1]                | [2]   | [3]={[2]/[1]}*100                       | [4]                      | [5]                   | [6]={[4]/[2]}*100                    | [7]={[5]/[2]}*100                  |
| Promoter and Promoter Group   | E-Voting       | 67845859           | 54402665  | 80.1857                                 | 54402665                 | 0                     | 100.0000                             | 0.0000                             |
|   | Poll           |                    | 0   | 0.0000                                  | 0                        | 0                     | 0.0000                               | 0.0000                             |
|   | Postal Ballot  |                    | 0   | 0.0000                                  | 0                        | 0                     | 0.0000                               | 0.0000                             |
|   | <b>Total</b>   |                    | <b>54402665</b>   | <b>80.1857</b>                          | <b>54402665</b>          | <b>0</b>              | <b>100.0000</b>                      | <b>0.0000</b>                      |
| Public Institutions   | E-Voting       | 28344611           | 25485871  | 89.9143                                 | 18844371                 | 6641500               | 73.9405                              | 26.0595                            |
|   | Poll           |                    | 0   | 0.0000                                  | 0                        | 0                     | 0.0000                               | 0.0000                             |
|   | Postal Ballot  |                    | 0   | 0.0000                                  | 0                        | 0                     | 0.0000                               | 0.0000                             |
|   | <b>Total</b>   |                    | <b>25485871</b>   | <b>89.9143</b>                          | <b>18844371</b>          | <b>6641500</b>        | <b>73.9405</b>                       | <b>26.0595</b>                     |
| Public Non Institutions   | E-Voting       | 23374530           | 18101264  | 77.4401                                 | 18100501                 | 763                   | 99.9958                              | 0.0042                             |
|   | Poll           |                    | 0   | 0.0000                                  | 0                        | 0                     | 0.0000                               | 0.0000                             |
|   | Postal Ballot  |                    | 0   | 0.0000                                  | 0                        | 0                     | 0.0000                               | 0.0000                             |
|   | <b>Total</b>   |                    | <b>18101264</b>   | <b>77.4401</b>                          | <b>18100501</b>          | <b>763</b>            | <b>99.9958</b>                       | <b>0.0042</b>                      |
| <b>Total</b>  |                | <b>119565000</b>   | <b>97989800</b>   | <b>81.9553</b>                          | <b>91347537</b>          | <b>6642263</b>        | <b>93.2215</b>                       | <b>6.7785</b>                      |

## SCRUTINIZER REPORT

*[Pursuant to Section 110 of the Companies Act, 2013 and  
Rule 20 and 22 of Companies (Management and Administration) Rules, 2014]*

To  
The Chairman/Company Secretary  
Alkem Laboratories Limited  
Alkem House, Senapati Bapat Marg  
Lower Parel  
Mumbai – 400013

Dear Sir,

**Sub: Scrutinizer's Report for passing of resolution through Postal Ballot (remote e-voting).**

I, CS Mannish L. Ghia, Partner, M/s. Manish Ghia & Associates, Company Secretaries, Mumbai was appointed as Scrutinizer by the Board of Directors of the Company for the purpose of scrutinizing the process of voting through postal ballot ("remote e-voting") in terms of the provisions of Section 110 of the Companies Act, 2013 ('the Act') read with Rule 20 & 22 of the Companies (Management and Administration) Rules, 2014 ('the rules') as amended from time to time and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the regulations') in a fair and transparent manner, for passing of the resolution as mentioned in the Postal Ballot Notice dated 10<sup>th</sup> August, 2023 ("Notice"), issued by the Company in accordance with General Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, Circular No. 17/2020 dated 13<sup>th</sup> April, 2020, Circular No. 22/2020 dated 15<sup>th</sup> June, 2020, Circular No. 33/2020 dated 28<sup>th</sup> September, 2020, Circular No. 39/2020 dated 31<sup>st</sup> December, 2020, Circular No. 02/2021 dated 13<sup>th</sup> January, 2021, Circular No. 10/2021 dated 23<sup>rd</sup> June, 2021, Circular No. 20/2021 dated 08<sup>th</sup> December, 2021, Circular No. 03/2022 dated 05<sup>th</sup> May, 2022 and Circular No. 11/2022 dated 28<sup>th</sup> December, 2022 respectively, issued by Ministry of Corporate Affairs, Government of India (hereinafter referred to as "MCA Circulars").

1. The Postal Ballot conducted through remote e-voting in terms of MCA Circulars, has been completed and now I submit my report as under:
  - 1.1 The management of the Company is responsible to ensure compliance with the requirements of the Act and Rules made thereunder including the above-mentioned MCA Circulars and the regulations. Our responsibility as Scrutinizer is restricted to make Scrutinizers Report of the votes cast in favor and against the resolution stated in the Notice.



- 1.2 The Company had availed the e-voting platform/facility offered by Central Depository Services (India) Limited (CDSL) for conducting Postal Ballot process through remote e-voting.
- 1.3 The Company on Thursday, 07<sup>th</sup> September, 2023, completed the dispatch of the Notice only through electronic mode to those members whose e-mail addresses were registered with the Company/Depositories as on the cut-off date being, 01<sup>st</sup> September, 2023.
- 1.4 As per applicable provisions of the rules, the Company had published an advertisement about completion of dispatch of Notice as above, provision of remote e-voting facility and other mandated particulars in English Newspaper "Business Standard" and Marathi Newspaper "Mumbai Lakshadeep" on Friday, 08<sup>th</sup> September, 2023.
- 1.5 The remote e-voting period commenced on Friday, 08<sup>th</sup> September, 2023, 9:00 a.m. (IST) onwards and ended on Saturday, 07<sup>th</sup> October, 2023 at 5.00 p.m. (IST).
- 1.6 Votes cast through remote e-voting till 5.00 p.m. on Saturday, 07<sup>th</sup> October, 2023, being the last date and time fixed by the Company for voting, are considered for my scrutiny.
- 1.7 The e-voting module was disabled by CDSL on Saturday, 07<sup>th</sup> October, 2023 after 5.00 p.m. and as required under the rules the votes cast under the remote e-voting facility during the Postal Ballot period, were unblocked in the presence of Ms. Madhavi Lingayat and Ms. Dhruvi Upadhyay who are not in employment with the Company; thereafter the data of remote e-voting was downloaded and the Shareholding was matched/confirmed with the Register of Members of the Company/List of Beneficiaries maintained by the Company/its Registrar and Share Transfer Agents / Depositories as on the cut-off date i.e., Friday, 01<sup>st</sup> September, 2023.
- 1.8 The remote e-voting data was scrutinized for verification of votes cast in favor and against the resolution.

2. The summary of the voting through remote e-voting is as follows:

#### Resolution No.1: Ordinary Resolution

To approve the appointment of Mr. Aniruddha Singh to hold office of profit as AVP – CMD Office of the Company.

(i) Voted in favour of the resolution:

| Number of members voted | Number of valid votes cast by them | % of total number of valid votes cast |
|-------------------------|------------------------------------|---------------------------------------|
| 485                     | 91347537                           | 93.22%                                |



(ii) Voted against the resolution:

| Number of members voted | Number of valid votes cast by them | % of total number of valid votes cast |
|-------------------------|------------------------------------|---------------------------------------|
| 178                     | 6642263                            | 6.78%                                 |

(iii) Invalid votes:

| Number of members whose votes were declared invalid | Number of invalid votes cast by them |
|---|--------------------------------------|
| 0   | 0                                    |

Note: As per the provisions of Regulation 23 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the votes inadvertently cast by two related parties have been excluded.

Result: We report that the number of votes cast in favour of the aforesaid resolution exceeds the number of votes cast against it. Accordingly, the ordinary resolution as contained in the Notice of Postal Ballot dated 10<sup>th</sup> August, 2023 may be considered as passed with requisite majority.

You may accordingly declare the result of the remote e-voting by Postal Ballot.

For Manish Ghia & Associates  
Company Secretaries  
(Unique ID: P2006MH007100)



*Mannish L. Ghia*

CS Mannish L. Ghia  
Partner

M. No. FCS 6252 C. P. No. 3531  
PR 822/2020

Place: Mumbai  
Date: October 9, 2023  
UDIN: F006252E001222051

Countersigned by

\_\_\_\_\_  
Chairperson / Authorized Person  
Alkem Laboratories Limited

Place: Mumbai  
Date: October 9, 2023