

October 23, 2023

The National Stock Exchange of India Ltd
Corporate Communications Department
“Exchange Plaza”, 5th Floor,
Bandra-Kurla Complex, Bandra (East),
Mumbai – 400051

BSE Limited
Corporate Services Department
Phiroze Jeejeebhoy Towers
Dalal Street, Mumbai – 400 001

Symbol: **ORCHPHARMA**

Scrip Code: **524372**

Subject: Intimation of the Postal Ballot Process initiated by Orchid Pharma Limited (“the Company/OPL”) for obtaining shareholders’ approval

Dear Sir/Madam,

We would like to inform you that the Board of Directors of the Company vide its Circular Resolution dated October 20, 2023 has approved the conducting of Postal Ballot by voting through electronic means only (remote e-voting), to obtain approval of the shareholders of the Company on the following matter:

S. No.	Description of Resolution	Type of Resolution
1	Appointment of Mr. Arjun Dhanuka (DIN: 00454689) as Non-Executive Director of the Company	Ordinary

In accordance with Section 101 of Companies Act, 2013 read with Rule 18 of The Companies (Management and Administration) Rules, 2014 and the MCA Circulars, the Company will send Postal Ballot Notice only through e-mail to all its shareholders who have registered their email addresses with the Company or Depository/Depository Participants and whose names appear in the Register of Members / List of Beneficial Owners as on Saturday, October 21, 2023 (“**Cut-off Date**”).

In compliance with the requirements of the MCA Circulars, hard copy of Postal Ballot Notice along with Postal Ballot Forms and Pre-paid Business Reply Envelope will not be sent to the shareholders for this Postal Ballot and therefore shareholders are required to communicate their assent or dissent through the remote e-voting system only. The voting rights of the shareholders of the Company shall be determined based on the equity shares held by them as on Cut-off Date i.e. Saturday, October 21, 2023. The Company has engaged the services of National Securities Depository Limited to provide the platform for facilitating the remote e-voting.

Commencement of e-voting	End of e-voting
Sunday, October 29, 2023 at 9:00 a.m. (IST)	Monday, November 27, 2023 at 5:00 p.m. (IST)

In case of shareholders have not yet registered their email addresses are requested to get their email addresses registered by following the procedure given below:

- Members who have not registered / updated their e-mail addresses with the Company / Abhipra Capital Limited, Registrar and Share Transfer Agent of the Company (‘RTA’) or with the respective Depository Participants can temporarily get their email IDs registered/updated with RTA by using link: <https://www.abhipra.com/> and follow the registration process as guided thereafter or alternatively member may send an e-mail request at the email id

rta@abhipra.com along with scanned copy of the signed request letter providing the email address, mobile number, self-attested PAN copy and Client Master copy in case of electronic folio and copy of Share Certificate in case of physical folio to receive the Notice of the Postal Ballot through email and for remote e-voting thereon.

2. For permanent registration/updation of the email addresses, members may send the request with the relevant Depository Participant in case of shares held in electronic form and with the RTA in case the shares held in physical form.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800 1020 990 or 1800 22 44 30 or send a request to evoting@nsdl.co.in.

You are requested to kindly take the above on your record.

Thanking You,
For **Orchid Pharma Limited**

Marina Peter
Company Secretary & Compliance Officer