

Date: 20<sup>th</sup> February, 2023

To,  
The Manager,  
Department of Corporate Services,  
BSE Limited  
1<sup>st</sup> Floor, Phiroze Jeejeebhoy Towers,  
Dalal Street, Fort,  
Mumbai - 400 001  
**Scrip Code: 506235**

To,  
The Manager,  
Listing Department,  
National Stock Exchange of India Limited  
"Exchange Plaza"  
Bandra Kurla Complex, Bandra (E),  
Mumbai – 400 051  
**Trading Symbol: ALEMBICLTD**

Dear Sir/Madam,

**Sub: Intimation under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations, 2015")**

Pursuant to Regulation 30 of the Listing Regulations, 2015, please find enclosed herewith a specimen of the communication sent to the shareholders (both by SMS & E-mail) holding shares in physical form in compliance with the SEBI Circular No. SEBI/HO/OIAE/2023/03391 dated 27<sup>th</sup> January, 2023 ("SEBI Circular") informing them about the availability of dispute resolution mechanism at Stock Exchange(s).

Further, in compliance with the said SEBI Circular, the Company has also placed the communication/intimation in this regard on its website at <https://www.alembiclimited.com/>

We request you to kindly take the same on record.

Thanking you,

Yours faithfully,  
**For Alembic Limited**

**Drigesh Mittal**  
**Company Secretary**

Encl.: A/a.

**ALEMBIC LIMITED**

REGD. OFFICE: ALEMBIC ROAD, VADODARA – 390 003. • FAX : (0265) 2282506

website: [www.alembiclimited.com](http://www.alembiclimited.com) • E-mail : [alembic.investors@alembic.co.in](mailto:alembic.investors@alembic.co.in) • CIN: L26100GJ1907PLC000033 • PAN : AABCA7950P

## Monica Ahir

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**From:** Alpesh Gandhi <alpesh.gandhi@linkintime.co.in>  
**Sent:** 20 February 2023 12:26  
**To:** Drigesh Mittal  
**Cc:** Rasesh Shah  
**Subject:** Generating awareness on availability of Dispute Resolution Mechanism at Stock Exchanges against Listed Companies / Registrar to an Issue and Share Transfer Agents (RTAs)

**\*\* Mail from outside Alembic, Open with Caution \*\***

Dear Sir/Ma'am,

Please note that we have sent below mentioned intimation (both by SMS and E-mail) to shareholders as per SEBI letter no SEBI/HO/OIAE/2023/03391 dated January 27, 2023, regarding "Generating Awareness on Availability of Dispute resolution mechanism.

### **SMS sent to shareholders :**

You can file arbitration with SE for dispute against listed Company/its RTA.

Visit-

BSE: <http://tiny.cc/m1l2vz>

NSE: <http://tiny.cc/s1l2vz>

### **Email sent to shareholders :**

**From:** [noreply@linkintime.co.in](mailto:noreply@linkintime.co.in) [<mailto:noreply@linkintime.co.in>]

**Sent:**

**To:**

**Subject:** Availability of Dispute Resolution Mechanism at Stock Exchanges against Listed Companies/ Registrar to an Issue and Share Transfer Agents ( RTAs)

Date: xx/xx/xxxx

Name: XXXXXXXXXXX

Company Name: XXXXXXXXXXX

Dear Shareholder,

We would like to inform you that SEBI has introduced Arbitration Mechanism in Stock Exchange, for dispute redressal against Listed Company / Registrar to the Issue and Share Transfer Agents (RTA)

SEBI had vide its Circular SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/76 dated May 30, 2022 issued a Standard Operating Procedure (SOP) for dispute resolution under the stock exchange arbitration mechanism for disputes between a listed company and/or registrars to an issue and share transfer agents and its shareholder(s)/investor(s).

*If you have any dispute against a listed company and or its Registrar and Share Transfer Agent (RTA) on delay or default in processing your request, as per SEBI circular dated May 30, 2022, you can file for arbitration with Stock Exchange.*

For more details, please see the web links of the stock exchanges-

BSE - <http://tiny.cc/m1l2vz>

NSE - <http://tiny.cc/s1l2vz>

We would also like to once again bring to your attention that SEBI vide its circular SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021 has mandated that all the folios have to be KYC compliant and accordingly, asked the investors to register their PAN, KYC details and Nomination with the RTAs. SEBI has also directed that RTAs shall not process any service requests or complaints received from the holder(s) / claimant(s) till PAN, KYC and Nomination documents/details are registered. Hence we request you to please register/update your PAN, KYC and Nomination details with our RTA, if not already done. For more information visit <https://www.linkintime.co.in> -> Resources -> Downloads -> KYC -> Formats for KYC.

Thanking you,

Yours faithfully,

Link Intime India Private Limited (RTA) on behalf of Issuer Company

**Note: This is a system-generated e-mail. Please do not reply to this e-mail.**

**LINK**Intime

**Alpesh Gandhi**

Assistant Vice President, Link Intime India Pvt. Ltd

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**E:** [alpesh.gandhi@linkintime.co.in](mailto:alpesh.gandhi@linkintime.co.in) **W:** [www.linkintime.co.in](http://www.linkintime.co.in)

Our Product Offerings



**DISCLAIMER:** This email (which includes any attachments or links to other websites) is intended solely for the named addressee. It is confidential and may contain legally privileged information. Delivery to any person other than the named addressee does not waive privilege or confidentiality. If you have received this email in error, let us know by reply email, delete it from your system and destroy any copies. This email is also subject to copyright. You must not reproduce or distribute it without our consent. We believe that information contained in this email is correct but we give no warranty as to its accuracy or completeness. It is provided as general information only and does not take into account your particular circumstances. It does not purport to be investment advice and you must not act in reliance on it. To the extent permitted by law, we disclaim all liability (including liability for negligence) for direct or indirect loss or damage suffered by any recipient acting in reliance on this email. This email may contain information or links to websites prepared by people who are not our employees or representatives. Such information will be identified as the product of an independent third party. It is provided for your interest and convenience only. We have not independently verified (and to the extent permitted by law disclaim all liability for) its accuracy or