

**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

28th December, 2020

The Corporate Relationship Department BSE Limited Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai 400 001. <i>Scrip Code: 539523</i>	National Stock Exchange of India Limited Exchange Plaza, Bandra Kurla Complex, Bandra East, Mumbai 400 051. <i>Scrip Symbol: ALKEM</i>
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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 of our letter dated 27th November, 2020 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 06th November, 2020 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.

The approval is deemed to have been received on the last date of remote e-voting, i.e. 27th December, 2020.

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 : 27th December, 2020

Total number of shareholders on record date (20th November, 2020) : 101807

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 - Increase in remuneration of Mr. Sandeep Singh (DIN 01277984), Managing Director of the Company by including the payment of commission with effect from 01st April, 2020 for his remaining term upto 16th October, 2022.

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
Promoter and Promoter Group	E-Voting	74643849	46950645	62.8995	46950645	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
	Total		46950645	62.8995	46950645	0	100.0000	0.0000
Public Institutions	E-Voting	20078996	13929097	69.3715	12721676	1207421	91.3317	8.6683
	Poll		0	0.0000	0	0	0.0000	0.0000
	Postal Ballot		0	0.0000	0	0	0.0000	0.0000
	Total		13929097	69.3715	12721676	1207421	91.3317	8.6683
Public Non Institutions	E-Voting	24842155	17682407	71.1790	17681877	530	99.9970	0.0030
	Poll		0	0.0000	0	0	0.0000	0.0000
	Postal Ballot		0	0.0000	0	0	0.0000	0.0000
	Total		17682407	71.1790	17681877	530	99.9970	0.0030
Total		119565000	78562149	65.7066	77354198	1207951	98.4624	1.5376

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 Manish 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 06th November, 2020 ("Notice"), issued by the Company in accordance with General Circular No. 14/2020 dated 08th April, 2020, Circular No. 17/2020 dated 13th April, 2020 and Circular No. 33/2020 dated 28th September, 2020, 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(s) 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 Friday, 27th November, 2020, 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, 20th November, 2020.
- 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 Lakshadweep" on Saturday, 28th November, 2020.
- 1.5 The remote e-voting period commenced on Saturday, 28th November, 2020, 9:00 a.m. (IST) onwards and ended on Sunday, 27th December, 2020 at 5.00 p.m. (IST).
- 1.6 Votes cast through remote e-voting till 5.00 p.m. on Sunday, 27th December, 2020, being the last date and time fixed by the Company for voting, are considered for my scrutiny.
- 1.7 As required under the rules, after closure of remote e-voting, the votes cast under the remote e-voting facility during the Postal Ballot period, were unblocked in the presence of Mr. Vivek Thakur and Ms. Tarushi Saraff who are not in employment with the Company.
- 1.8 The e-voting module was disabled by CDSL on Sunday, 27th December, 2020 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 Mr. Vivek Thakur and Ms. Tarushi Saraff 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, 20th November, 2020.
- 1.9 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

Particulars		Ordinary Resolution for increase the remuneration of Mr. Sandeep Singh (DIN 01277984), Managing Director of the Company by including the payment of commission with effect from 01 st April, 2020 for his remaining term upto 16th October, 2022.						
Whether promoter/ promoter group are interested in the agenda/resolution?				Yes				
Category	Mode of Voting	No. of shares held	No. of valid 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
Promoter and Promoter Group	Remote E-Voting	74643849	46950645	62.8995	46950645	0	100	0
	Ballot forms		0	0	0	0	0	0
	Total (A)		46950645	62.8995	46950645	0	100	0
Public-Institutions	Remote E-Voting	20078996	13929097	69.3715	12721676	1207421	91.3317	8.6683
	Ballot forms		0	0	0	0	0	0
	Total (B)		13929097	69.3715	12721676	1207421	91.3317	8.6683
Public- Non Institutions	Remote E-Voting	24842155	17682407	71.1790	17681877	530	99.9970	0.0030
	Ballot forms		0	0	0	0	0	0
	Total (C)		17682407	71.1790	17681877	530	99.9970	0.0030
Total (A+B+C)		119565000	78562149	65.7066	77354198	1207951	98.4624	1.5376
Result: We report that the number of votes cast in favour of the aforesaid Resolution is more than the number of votes cast against it. Accordingly the ordinary resolution as contained in the Notice of Postal Ballot dated November 6, 2020 may be considered as passed with requisite majority.								

Invalid Votes: There were no invalid votes.



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



Place: Mumbai
Date: December 28, 2020
UDIN: F006252B001684456

For Manish Ghia & Associates
Company Secretaries

A handwritten signature in blue ink that reads "Manish L. Ghia".

CS Manish L. Ghia
Partner

M. No. FCS 6252 C. P. No. 3531

Countersigned by

Chairperson / Authorized Person
Alkem Laboratories Limited

Place: Mumbai
Date: December 28, 2020