

**Proceedings of the 113<sup>th</sup> Annual General Meeting of Alembic Limited held through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM").**

Mr. Drigesh Mittal, Company Secretary welcomed all Members, Directors, Auditors and other invitees to the 113<sup>th</sup> Annual General Meeting (AGM) of the members of Alembic Limited ('the Company') held on Friday, the 7<sup>th</sup> August, 2020 at 12:30 p.m. IST through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM"). All the Directors of the Company attended the meeting.

It was informed that the meeting was held through Video Conferencing VC / OAVM without the physical presence of the members at a common venue in accordance with the Circulars issued by Ministry of Corporate Affairs and Securities and Exchange Board of India.

Mr. Drigesh Mittal, Company Secretary confirmed that the quorum was present and declared the meeting in order and open for business.

Mr. Chirayu Amin, Chairman, requested other Directors to introduce themselves.

Mr. Himanshu Kishnadwala, Partner of M/s. CNK & Associates LLP, Statutory Auditors and Mr. Satyanarain Samdani, Partner of M/s. Samdani Shah & Kabra, Secretarial Auditors and Scrutinizer for the meeting also joined the meeting through VC from their respective locations.

Thereafter, Mr. Drigesh Mittal, Company Secretary informed the Members about the relevant points for participation in the meeting and the manner of inspection of the statutory registers electronically as required under the Companies Act, 2013.

With the permission of the Chairman, the Notice convening the Meeting, having been circulated to all the Members, was taken as read.

He further informed to the Members that the Company has provided to its Members the facility to cast their vote electronically on all the resolutions set forth in the Notice of AGM. Members who have not casted their vote through remote e-voting can cast their vote during the course of the meeting through the e-voting facility provided on NSDL e-voting website and cast their vote and while at the same time watch the proceedings of the meeting.



**ALEMBIC LIMITED**

He further informed that M/s. Samdani Shah & Kabra, Practising Company Secretaries, Vadodara were appointed as Scrutinizer to scrutinize the votes cast through remote e-voting and during the meeting.

Thereafter, Mr. Chirayu Amin, Chairman, delivered his statement on the affairs of the Company. Mr. Chirayu Amin, Chairman and Mr. Udit Amin, Director responded to the questions raised by the Members through the chat box option on the following resolutions:

**Ordinary Business:**

1. Adoption of Audited Financial Statements for the year ended 31<sup>st</sup> March, 2020.
2. Declaration of dividend on Equity Shares of the Company.
3. Re-appointment of Mr. Abhijit Joshi (DIN: 06568584), who retires by rotation.

**Special Business:**

4. Payment of Commission to Mr. Udit Amin, Non-Executive Director of the Company.

Mr. Chirayu Amin, Chairman & CEO thanked all the Directors and Members for joining the meeting through VC.

The Members were informed that the voting on NSDL platform would continue for next 15 minutes to enable the members who have not cast their vote yet and who would like to cast their vote and that the results of the voting would be declared on or before 9<sup>th</sup> August, 2020 and shall be made available on the Notice Board of the Company at its Registered Office, website of the Company, website of NSDL and website of Stock Exchanges.

Till the time of conclusion, 59 Members attended the meeting.

The Meeting was concluded.

**For Alembic Limited**

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



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