



**UNICHEM**  
LABORATORIES LTD.

# ANNUAL REPORT 2022-2023



# Board of Directors



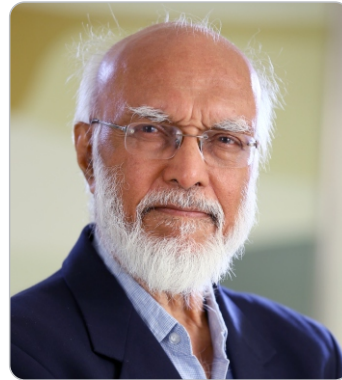
**Dr. Prakash A. Mody**  
Non-Executive,  
Non-Independent Chairman



**Mr. Pranay Premchand Godha**  
Non-Executive,  
Non-Independent Director



**Mr. Pabitrakumar Kalipada Bhattacharyya**  
Managing Director



**Mr. Prafull Anubhai**  
Independent Director



**Mr. Prafull Sheth**  
Independent Director



**Mr. Anand Mahajan**  
Independent Director



**Mrs. Priti Puri**  
Independent Director

# Corporate Information

## Board Committees

**Audit Committee** Mr. Prafull Anubhai-Chairman  
Mr. Prafull Sheth  
Mr. Anand Mahajan  
Mr. Pabitrakumar Kalipada Bhattacharyya  
(w.e.f.10th August, 2023)

**Stakeholders  
Relationship  
Committee**

Mr. Prafull Anubhai-Chairman  
Mrs. Priti Puri  
(w.e.f. 21st March, 2023)  
Mr. Pranay Godha  
(w.e.f.10th August, 2023)

**Risk Management  
Committee** Mr. Pranay Godha-Chairman  
(w.e.f.10th August, 2023)  
Mr. Prafull Sheth  
Mr. Pabitrakumar Kalipada Bhattacharyya  
(w.e.f.10th August, 2023)

**Corporate Social  
Responsibility  
Committee**

Mr. Pranay Godha-Chairman  
(w.e.f.10th August, 2023)  
Mr. Prafull Anubhai  
Mrs. Priti Puri  
(w.e.f. 21st March, 2023)

**Nomination and  
Remuneration  
Committee** Mr. Prafull Anubhai-Chairman  
Mr. Prafull Sheth  
Mr. Anand Mahajan

**Deputy Chief  
Financial Officer** Mr. Sandip Ghume

**Company Secretary  
& Compliance Officer** Mr. Pradeep Bhandari  
Head-Legal & Company Secretary

## Statutory Auditors

**N. A. Shah Associates LLP**  
Chartered Accountants  
B 41-45, Paragon Centre  
Pandurang Budhkar Marg  
Worli, Mumbai - 400 013

## Cost Auditors

**Kishore Bhatia & Associates**  
701/702, D-Wing, 7th Floor  
Neelkanth Business Park  
Nathani Road, Vidyavihar (West)  
Mumbai - 400 086

## Registrar and Share Transfer Agents

**Link Intime India Private Limited**  
C 101, 247 Park, L B S Marg  
Vikhroli (West), Mumbai - 400 083  
Tel.: (022) 4918 6000 • Fax.: (022) 4918 6060  
E-mail ID: [mumbai@linkintime.co.in](mailto:mumbai@linkintime.co.in)

## Registered Office

**Unichem Laboratories Limited**  
CIN:L99999MH1962PLC012451  
Unichem Bhavan, Prabhat Estate, Off S. V. Road  
Jogeshwari (West), Mumbai - 400 102  
Tel.: (022) 6688 8333  
Website: [www.unichemlabs.com](http://www.unichemlabs.com)  
E-mail ID: [shares@unichemlabs.com](mailto:shares@unichemlabs.com)

## Plant Locations

### FORMULATION PLANTS

**GHAZIABAD**  
C 31, 32 & D10, Industrial Area  
Meerut Road, Ghaziabad - 201 003  
Uttar Pradesh

**GOA**  
Plot No. 10, 11, 12 to 14, 15 to 18 & 17(A)  
Pilerne Industrial Estate  
Pilerne, Bardez - 403 511, Goa

**BADDI**  
Bhatauli Kalan  
District Solan, Baddi - 173 205  
Himachal Pradesh

### API PLANTS

**ROHA**  
99, MIDC Area, Roha  
District Raigad - 402 116  
Maharashtra

**PITHAMPUR**  
Plot No. 197, Sector - I  
Pithampur, District Dhar - 454 775  
Madhya Pradesh

**KOLHAPUR**  
Plot No. T - 47, Five Star MIDC  
Kagal - Hatkanangale, District Kolhapur - 416 236  
Maharashtra

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# Five-Year Financial Highlights (Standalone)

## Profit and Loss Account

(₹ in Lakhs)

For the year ended 31st March	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Revenue From Operations	96,773.89	90,444.07	1,12,397.28	94,292.66	1,07,243.22
Other Income	10,154.23	9,917.01	4,737.11	4,206.79	4,184.75
<b>Total Income</b>	<b>1,06,928.12</b>	<b>1,00,361.08</b>	<b>1,17,134.39</b>	<b>98,499.45</b>	<b>1,11,427.97</b>
Cost of materials consumed (including provisions)	44,317.29	40,020.76	44,913.87	43,492.03	50,033.50
Purchases of Stock-in-Trade	20.86	104.37	53.52	134.90	152.65
Changes in inventories of finished goods and work-in-progress	(3,053.94)	(1,849.58)	(1,672.68)	(5,279.05)	2,201.32
Employee benefits expense	17,676.03	20,515.66	23,403.73	25,079.27	27,086.47
Other expenses	43,029.52	40,713.91	36,152.16	34,414.82	36,718.90
<b>Total expenses</b>	<b>1,01,989.76</b>	<b>99,505.12</b>	<b>1,02,850.60</b>	<b>97,841.97</b>	<b>1,16,192.84</b>
<b>PBDIT</b>	<b>4,938.36</b>	<b>855.96</b>	<b>14,283.79</b>	<b>657.48</b>	<b>(4,764.87)</b>
Finance Cost	61.71	128.18	130.06	207.42	938.02
Impairment loss on financial assets	863.42	-	-	806.07	341.72
<b>PBDT</b>	<b>4,013.23</b>	<b>727.78</b>	<b>14,153.73</b>	<b>(356.01)</b>	<b>(6,044.61)</b>
Depreciation & Amortisation	6,171.25	7,108.96	7,589.18	8,318.76	10,597.92
<b>Profit before tax</b>	<b>(2,158.02)</b>	<b>(6,381.18)</b>	<b>6,564.55</b>	<b>(8,674.77)</b>	<b>(16,642.53)</b>
Exceptional items	-	-	-	-	11,266.44
Deferred tax	(2,737.77)	(749.56)	1,094.30	(3,155.51)	2,061.22
Short / (Excess) provision for tax (earlier years)	(124.45)	-	62.02	23.70	-
<b>Profit / (Loss) for the year</b>	<b>704.20</b>	<b>(5,631.62)</b>	<b>5,408.23</b>	<b>(5,542.96)</b>	<b>(29,970.19)</b>
<b>Profit / (Loss) from discontinued operations (after tax)</b>	<b>175.72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Other Comprehensive Income	(28.49)	299.50	2,130.49	5,537.20	3,872.67
<b>Total Comprehensive Income</b>	<b>851.43</b>	<b>(5,332.12)</b>	<b>7,538.72</b>	<b>(5.76)</b>	<b>(26,097.52)</b>

# Five-Year Financial Highlights (Consolidated)

## Profit and Loss Account

(₹ in Lakhs)

For the year ended 31st March	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Revenue From Operations	1,18,004.68	1,10,371.28	1,23,513.53	1,26,983.22	1,34,302.22
Other Income	9,841.29	9,131.31	5,018.76	4,750.94	3,851.51
<b>Total Income</b>	<b>1,27,845.97</b>	<b>1,19,502.59</b>	<b>1,28,532.29</b>	<b>1,31,734.16</b>	<b>1,38,153.73</b>
Cost of materials consumed (including provisions)	47,691.79	42,187.92	46,698.72	45,601.35	53,219.93
Purchases of Stock-in-Trade	20.86	104.37	53.52	134.90	152.65
Changes in inventories of finished goods and work-in-progress	(3,247.73)	(3,575.68)	(8,814.04)	(4,153.41)	1,720.09
Employee benefits expense	23,852.32	27,327.99	30,697.06	33,048.96	35,641.05
Other expenses	57,476.28	49,408.62	45,767.35	44,348.34	47,782.32
<b>Total expenses</b>	<b>1,25,793.52</b>	<b>1,15,453.22</b>	<b>1,14,402.61</b>	<b>1,18,980.14</b>	<b>1,38,516.04</b>
Share of profit/(loss) in associate (net of tax)	6.52	81.27	(34.25)	(106.10)	-
<b>PBDIT</b>	<b>2,058.97</b>	<b>4,130.64</b>	<b>14,095.43</b>	<b>12,647.92</b>	<b>(362.31)</b>
Finance Cost	752.23	784.72	511.86	610.53	1,731.25
Impairment loss on financial assets	560.59	-	-	723.89	341.72
<b>PBDT</b>	<b>746.15</b>	<b>3,345.92</b>	<b>13,583.57</b>	<b>11,313.50</b>	<b>(2,435.28)</b>
Depreciation & Amortisation	6,736.68	8,166.94	8,435.63	9,116.61	11,344.37
<b>Profit before tax</b>	<b>(5,990.53)</b>	<b>(4,821.02)</b>	<b>5,147.94</b>	<b>2,196.89</b>	<b>(13,779.65)</b>
Exceptional items	-	-	-	-	3,856.64
Current tax	713.83	547.24	1,668.26	1,050.83	1,105.63
Deferred tax	(4,024.15)	649.99	(14.82)	(2,183.81)	1,534.98
Short / (Excess) provision for tax (earlier years)	(124.45)	-	62.02	23.70	(54.14)
<b>Profit / (Loss) for the year</b>	<b>(2,555.76)</b>	<b>(6,018.25)</b>	<b>3,432.48</b>	<b>3,306.17</b>	<b>(20,222.76)</b>
<b>Profit / (Loss) from discontinued operations (after tax)</b>	<b>175.72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Other Comprehensive Income	186.97	305.64	1,639.47	5,375.05	4,592.49
<b>Total Comprehensive Income</b>	<b>(2,193.07)</b>	<b>(5,712.61)</b>	<b>5,071.95</b>	<b>8,681.22</b>	<b>(15,630.27)</b>

# Notice

NOTICE is hereby given that the 60th Annual General Meeting (AGM) of the Members of **Unichem Laboratories Limited**, will be held on Monday, 25th September, 2023 at 11:00 a.m. (IST) through Video Conference (VC)/Other Audio-Visual Mode (OAVM) to transact the following business:

## ORDINARY BUSINESS:

1. To receive, consider, and adopt the audited standalone financial statements of the Company for the financial year ended 31st March, 2023 and the reports of the Board of Directors and auditors thereon.
2. To receive, consider and adopt the audited consolidated financial statements of the Company for the financial year ended 31st March, 2023 and the reports of the auditors thereon.
3. To appoint a Director in place of Dr. Prakash A. Mody (DIN: 00001285) who retires by rotation and, being eligible, offers himself for re-appointment.

## SPECIAL BUSINESS:

4. To consider and, if thought fit, to pass, the following Resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the applicable provisions of the Companies Act, 2013 (Act) and the rules made thereunder, [including any statutory modification(s) or re-enactment(s) thereof for the time being in force], applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended from time to time and such other approvals, permissions and sanctions, as may be required, approval of the members of the Company be and is hereby accorded to re-designate/appoint Dr. Prakash A. Mody (DIN:00001285), as a Non-Executive, Non-Independent Director and Chairman of the Company, w.e.f. 10th August, 2023, liable to retire by rotation from his earlier designation as Chairman & Managing Director of the Company, on such terms and conditions, as set out in the explanatory statement annexed hereto;

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to take all such actions and to do all such acts, deeds, matters and things as may be considered necessary, desirable, and expedient for giving effect to this Resolution.”

5. To consider and, if thought fit, to pass, the following Resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 (Act) and the rules made thereunder and such other provisions of the Act as may be applicable, and the applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations) (including any statutory modification(s) or re-enactment thereof for the time being in force), the provisions of the Articles of Association of the Company and based on the recommendations of the Nomination and Remuneration Committee and the Board of Directors of the Company, approval of the Members be and is hereby accorded for the appointment of Mr. Pranay Premchand Godha (DIN:00016525), who was appointed as an Additional Director of the Company in the capacity of a

Non-Executive, Non-Independent Director w.e.f. 10th August, 2023, and who holds office upto the ensuing annual general meeting and in respect of whom the Company has received a notice under Section 160 of the Act, proposing his candidature for the office of Director, as a Non-Executive, Non-Independent Director of the Company, liable to retire by rotation;

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to take all such actions and to do all such acts, deeds, matters and things as may be considered necessary, desirable, and expedient for giving effect to this Resolution.”

6. To consider and, if thought fit, to pass, the following Resolution as an **Ordinary Resolution**:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 and any other applicable provisions of the Companies Act, 2013 (Act) and the rules made thereunder and such other provisions of the Act as may be applicable and the applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations) (including any statutory modification(s) or re-enactment thereof for the time being in force), the provisions of the Articles of Association of the Company and based on the recommendations of the Nomination and Remuneration Committee and the Board of Directors of the Company, approval of the Members be and is hereby accorded for the appointment of Mr. Pabitrakumar Kalipada Bhattacharyya (DIN:07131152), who was appointed as an Additional Director by the Board of Directors w.e.f. 10th August, 2023, and who holds office upto the ensuing annual general meeting and in respect of whom the Company has received a notice under Section 160 of the Act, proposing his candidature for the office of Director, as a director of the Company, liable to retire by rotation;

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to take all such actions and to do all such acts, deeds, matters, and things as may be considered necessary, desirable, and expedient for giving effect to this Resolution.”

7. To consider and, if thought fit, to pass, the following Resolution as a **Special Resolution**:

**“RESOLVED THAT** pursuant to Sections 196, 197 and 203 read with Schedule V of the Companies Act, 2013 (Act), the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 and other applicable provisions, laws, rules, regulations if any, and the applicable provisions of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations) (including any statutory modifications(s), clarifications(s), substitution (s) or re-enactment(s) thereof for the time being in force, the provisions of the Articles of Association of the Company and based on the recommendation of the Nomination and Remuneration Committee, and the Board of Directors, and terms as set out in the agreement dated 10th August, 2023 entered into between the Company and Mr. Pabitrakumar Kalipada Bhattacharyya (DIN:07131152) and in respect of whom the Company has received a notice in writing from a Member under Section 160 of the Act, consent of the Members of the Company, be and is hereby accorded to the appointment of and terms of remuneration payable to Mr. Pabitrakumar Kalipada Bhattacharyya as the Managing

Director of the Company, liable to retire by rotation for a period of three consecutive years w.e.f. 10th August, 2023 including the remuneration to be paid in the event of loss or inadequacy of profits in any financial year during the said tenure and on such terms, conditions, and stipulations as set out in the statement annexed to in the explanatory statement of this Notice;

**RESOLVED FURTHER THAT** subject to the provisions of the Act and the rules, circulars, orders, and notifications issued thereunder (including any statutory modification or re-enactment thereof for the time being in force), read with Schedule V of the Act and/or guidelines for managerial remuneration issued by the Government of India, if any, from time to time or other appropriate authority in that behalf, as in force and as amended from time to time, the Board of Directors or any Committee thereof be and is hereby authorized to alter and vary the terms and conditions of the said appointment and/or remuneration as it may deem fit;

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to take all such actions and to do all such acts, deeds, matters and things as may be considered necessary, desirable, and expedient for giving effect to this Resolution."

8. To consider and, if thought fit, to pass, the following Resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to Section 148 and all other applicable provisions, if any, of the Companies Act, 2013 and the rules made thereunder (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), a remuneration not exceeding ₹ 9.00 Lakhs (Rupees Nine Lakhs Only) plus applicable taxes and reimbursement of out-of-pocket expenses as approved by the Board of Directors of the Company payable to Kishore Bhatia & Associates, Cost Accountants, (Firm Registration No. 00294); for conducting Cost Audit of the records maintained by the Company for the financial year ending 31st March, 2024, be and is hereby ratified;

**RESOLVED FURTHER THAT** the Board of Directors be and is hereby authorised to take all such actions and to do all such acts, deeds, matters and things as may be considered necessary, desirable, and expedient for giving effect to this Resolution."

By order of the Board of Directors,  
For **Unichem Laboratories Limited**

**Pradeep Bhandari**

Mumbai Head – Legal & Company Secretary  
9th August, 2023 Membership No.: A14177

**Registered Office:**

Unichem Bhavan, Prabhat Estate, Off S. V. Road  
Jogeshwari (West), Mumbai – 400 102

**NOTES:**

- In view of the various circulars issued by the Ministry of Corporate Affairs (MCA) read with read with relevant circulars issued by the Securities and Exchange Board of India (SEBI), from time to time (hereinafter collectively referred to as the Circulars) permitted the holding of the Annual General Meeting (AGM) through Video Conference (VC)/Other Audio-Visual Mode (OAVM), without the physical presence of the Members at a common venue. In compliance with the provisions of the Companies Act, 2013 (Act), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations), and the Circulars, the AGM of the Company is being held through VC. The deemed venue for the 60th AGM shall be the Registered Office of the Company.
- A Statement setting out material facts pursuant to Section 102(1) of the Act, with respect to the items of Special Business is annexed hereto.
- In compliance with the aforesaid Circulars, Notice of the AGM along with the Annual Report 2022-23 is being sent only through electronic mode to those Members whose e-mail addresses are registered with the Company/ Depositories. The Annual report shall also be available on the Company's website [www.unichemlabs.com](http://www.unichemlabs.com) and that of the exchanges namely [www.bseindia.com](http://www.bseindia.com) and [www.nseindia.com](http://www.nseindia.com). In case any member is desirous of obtaining physical copy of the Annual Report for the financial year 2022-23 they may send a request to the Company by writing to [shares@unichemlabs.com](mailto:shares@unichemlabs.com). The AGM Notice is also disseminated on the website of CDSL (agency for providing the Remote e-Voting facility and e-voting system during the AGM) i.e. [www.evotingindia.com](http://www.evotingindia.com).
- Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars through VC/OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence the proxy form and attendance slip are not annexed to this Notice.
- Institutional/Corporate Shareholders (i.e., other than Individuals/HUF, NRI, etc.) are required to send a scanned copy (PDF/JPG format) of its Board or governing body Resolution/Authorization, etc. authorizing its representative to attend the AGM through VC/OAVM on its behalf and to vote through remote e-voting. The said Resolution/Authorization shall be sent to the Company at [shares@unichemlabs.com](mailto:shares@unichemlabs.com).
- Pursuant to Section 108 of the Act and the Rules made thereunder, Regulation 44 of the Listing Regulations, and the MCA Circulars, the Company is providing the facility of remote e-voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with Central Depository Services (India) Limited (CDSL), for facilitating voting through electronic means, as the authorized e-voting agency. The facility of casting votes by a Member using remote e-voting as well as the e-voting system on the date of the AGM will be provided by CDSL.
- Members can join the AGM in the VC/OAVM mode fifteen minutes before and after the scheduled time of the commencement of the AGM by following the procedure

mentioned in the Notice. The facility of participation at the AGM through VC/OAVM will be made available to at least 1,000 Members on a first-come first-served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, Auditors etc., who can attend the AGM without restriction on account of first-come first-served basis.

8. Members attending the AGM through VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
9. In the case of joint holders, the Member whose name appears as the first holder in the order of names as per the Register of Members of the Company will be entitled to vote at the AGM.
10. As per Regulation 40 of SEBI Listing Regulations, as amended from time to time, securities of the listed companies can be transferred only in dematerialized form. Therefore, Members holding shares in physical form are requested to consider converting their shareholding to dematerialised form to eliminate all risks associated with physical shares for ease of portfolio management as well as for ease of transfer.
11. SEBI has mandated the submission of a Permanent Account Number (PAN) by every participant in the securities market. Members holding shares in electronic form are therefore requested to submit the PAN to their DPs and Members holding shares in physical form can submit their PAN details to the Company's RTA. SEBI Circular SEBI/HO/MIRSD-PoD-1/P/CIR/2023/37 dated 16th March, 2023 read together with SEBI Circular(s) SEBI/HO/MIRSD/MIRSDRTAMB/P/CIR/2021/655 dated 3rd November, 2021, SEBI/HO/MIRSD/MIRSDRTAMB/P/CIR/2021/687 dated 14th December, 2021, mandates all the listed companies to record the valid PAN, Address with PIN code, Email ID, Mobile Number, Bank Account Details, Specimen Signature and Nomination by holders of physical securities. Members were requested to ensure the above details are updated with the RTA before 1st April, 2023, since folios for which the above details are not available thereafter shall be marked frozen and the RTA shall not be able to process any service requests or complaints received from the holder(s)/claimant(s), till PAN, KYC details and Nomination documents/details are updated. Accordingly, requisite communication has been sent to the Members holding shares in physical form to update the requisite KYC details.
12. As per the provisions of Section 72 of the Act, the facility for making a nomination is available for the Members in respect of the shares held by them. Please write to the Company's RTA at [rnt.helpdesk@linkintime.co.in](mailto:rnt.helpdesk@linkintime.co.in) or can register the same by submitting Form No. SH-13. Members are requested to submit the said details to their respective DP, in case the shares are held by them in dematerialised form, and to the Company/RTA in case the shares are held by, them in physical form.
13. The unclaimed dividend(s) for the financial year 2015-16 and dividends before that, have already been transferred to the Investor Education and Protection Fund (IEPF), as required under Section 124(5) of the said Act. Pursuant to

the provisions of the Investor Education and Protection Fund (Uploading of Information regarding unpaid and unclaimed amounts lying with the Companies) Rules, 2012, the Company has uploaded the details of unpaid and unclaimed amounts lying with the Company as on 31st March, 2022, on the website of the Company at [www.unichemlabs.com](http://www.unichemlabs.com) and the website of the Ministry of Corporate Affairs at [www.iepf.gov.in](http://www.iepf.gov.in).

14. Members are requested to note that no claim shall lie against the Company in respect of any amount of Dividend remaining unclaimed/unpaid for seven years from the dates they became first due for payment. Any Member, who has not claimed the Dividend for the financial year 2016-17 and onwards is requested to approach the Company/the Company's RTA for claiming the same as early as possible, but before 20th August, 2024. The Company has already sent reminders to all such Members at their registered addresses in this regard.
  15. Pursuant to the provisions of the IEPF Rules read with Section 124(5) and Section 124(6) of the Act all shares on which a Dividend has not been paid or claimed for seven consecutive years or more shall be transferred to demat account of IEPF authority. The Company has uploaded full details of such Shareholders and shares transferred to the IEPF suspense account on its website [www.unichemlabs.com](http://www.unichemlabs.com). Shareholders are requested to refer to the link on the Company's website namely <https://www.unichemlabs.com/unclaimed-dividend.php> to verify the details of un-encashed Dividends and the shares transferred to the IEPF suspense account.
- In view of this, Members are requested to claim their dividends from the Company, within the stipulated timeline. The Members, whose unclaimed dividends/shares have been transferred to IEPF, may claim the same by making an online application to the IEPF Authority in web Form No. IEPF-5 available on [www.iepf.gov.in](http://www.iepf.gov.in).
16. Since the AGM will be held through VC/OAVM, the Route Map of the AGM is not annexed in this Notice.
  17. The Registers as required under the Act and the documents referred to in the Notice shall not be available for physical inspection at the Registered Office of the Company. Interested Shareholders seeking an inspection of the same may write to the Company Secretary at [shares@unichemlabs.com](mailto:shares@unichemlabs.com) for an electronic copy.
  18. Pursuant to the provisions of the Listing Regulations, the Company is maintaining an e-mail ID namely [shares@unichemlabs.com](mailto:shares@unichemlabs.com) exclusively for prompt redressal of members/investors grievances.
  19. Shareholders who would like to express their views/ask questions during the Meeting may register themselves as a speaker by sending their request in advance atleast fifteen days prior to Meeting mentioning their name, demat account number/folio number, e-mail ID, mobile number at [shares@unichemlabs.com](mailto:shares@unichemlabs.com). The Shareholders who do not wish to speak during the AGM but have queries may send their queries in advance fifteen days prior to the Meeting mentioning their name, demat account number/folio number, e-mail ID, mobile number at [shares@unichemlabs.com](mailto:shares@unichemlabs.com). These queries will be replied to by the Company suitably.

20. Those Shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.
21. The Company has appointed Ms. Ragini Chokshi of Ragini Chokshi & Associates, Practicing Company Secretary (C.P.No.1436) as a Scrutinizer for conducting the remote e-voting and voting at the Meeting fairly and transparently.
22. Instructions for e-voting and using VC/OAVM

**THE INSTRUCTIONS TO SHAREHOLDERS FOR REMOTE E-VOTING AND E-VOTING DURING AGM AND JOINING MEETING THROUGH VC/OAVM ARE AS UNDER:**

- (i) The voting period begins on Thursday, 21st September, 2023 at 9:00 a.m. (IST) and ends on Sunday, 24th September, 2023 at 5:00 p.m. (IST). During this period Shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date Monday, 18th September, 2023 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) The Shareholders who have cast their vote by remote e-voting prior to the AGM may also attend/participate in the AGM through VC/OAVM but shall not be entitled to cast their vote on such Resolution again.
- (iii) Pursuant to SEBI Circular No. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9th December, 2020, under Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, listed entities are required to provide remote e-voting facility to its Shareholders, in respect of all Shareholders' Resolutions. Currently, there are Multiple e-voting Service Providers (ESPs) providing e-voting facility to listed entities in India. This necessitates registration on various ESPs and maintenance of multiple user IDs and passwords by the Shareholders.

In order to increase the efficiency of the voting process, pursuant to a public consultation, it has been decided to enable e-voting to all the demat account holders, by way of a single login credential, through their demat accounts/websites of Depositories/Depository Participants. Demat account holders would be able to cast their vote without having to register again with the ESPs, thereby, not only facilitating seamless authentication but also enhancing the ease and convenience of participating in e-voting process.

- (iv) In terms of SEBI circular no. SEBI/HO/CFD/CMD/CIR/P/2020/242 dated 9th December, 2020 on e-voting facility provided by Listed Companies, Individual Shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and e-mail ID in their demat accounts in order to access e-voting facility.

**Step 1: Access through Depositories CDSL/NSDL e-voting system in case of individual Shareholders holding shares in demat mode.**

**Pursuant to abovesaid SEBI Circular, Login method for e-voting and joining virtual**

**Meetings for Individual Shareholders holding securities in Demat mode is given below:**

**Login Method for Individual Shareholders holding securities in Demat mode with CDSL**

- 1) Users who have opted for CDSL Easi/Easiest facility, can login through their existing user id and password. Option will be made available to reach e-voting page without any further authentication. The users to login to Easi/Easiest are requested to visit [www.cdslindia.com](http://www.cdslindia.com) and click on Login icon and select New System Myeasi tab.
- 2) After successful login the Easi/Easiest user will be able to see the e-voting option for eligible companies where the e-voting is in progress as per the information provided by Company. On clicking the e-voting option, the user will be able to see e-voting page of the e-voting service provider for casting your vote during the remote e-voting period or joining virtual Meeting and voting during the Meeting. Additionally, there are also links provided to access the system of all e-voting service providers i.e. CDSL/NSDL/KARVY/LINKINTIME, so that the user can visit the e-voting service providers' website directly.
- 3) If the user is not registered for Easi/Easiest, the option to register is available at website [www.cdslindia.com](http://www.cdslindia.com) and click on the login and New System Myeasi Tab and then click on the registration option.
- 4) Alternatively, the user can directly access the e-voting page by providing Demat Account Number and PAN No. from an e-voting link available on [www.cdslindia.com](http://www.cdslindia.com) home page. The system will authenticate the user by sending OTP on registered mobile and e-mail as recorded in the Demat Account. After successful authentication, the user will be able to see the e-voting option where the e-voting is in progress and also able to directly access the system of all e-voting service providers.

**Login Method for Individual Shareholders holding securities in Demat mode with NSDL**

- 1) If you are already registered for NSDL IDeAS facility, please visit the e-services website of NSDL. Open web browser by typing the following URL: <https://eservices.nsdl.com> either on a personal computer or on a mobile. Once the home page of e-services is launched, click on the "Beneficial Owner" icon under "Login" which is available under 'IDeAS' section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-voting services. Click on "Access to e-voting" under e-voting services and you will be able to see e-voting page. Click on company name or e-voting service provider name and you will be re-directed to e-voting service provider website for casting your vote during the remote e-voting period or joining virtual Meeting and voting during the Meeting.
- 2) If the user is not registered for IDeAS e-services, option to register is available at <https://eservices.nsdl.com>. Select "Register Online for IDeAS" Portal or click at <https://eservices.nsdl.com/SecureWeb/IdasDirectReg.jsp>.
- 3) Visit the e-voting website of NSDL. Open web browser by typing the following URL: