



Granules India Limited

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Phone: +91-40-30660000 **Fax:** +91-40-23115145 **URL:** www.granulesindia.com
E-mail: investorrelations@granulesindia.com **CIN:** L24110TG1991PLC012471

NOTICE OF BOOK CLOSURE & ANNUAL GENERAL MEETING

Notice is hereby given that pursuant to section 91 of the Companies Act, 2013, read with regulation 42 of the Listing Regulations, the Register of Members and Share Transfer Books of the Company will remain closed from Friday, the 07th day of August 2020 to Thursday, the 13th day of August 2020 (both days inclusive) for the purpose of payment of final dividend for the financial year 2019-20. Shareholders may note that the 29th Annual General Meeting (AGM) of the Company will be held through Video Conferencing (VC) or Other Audio Visual Means (OAVM) on Thursday, August 13, 2020 at 4.00 p.m. IST in compliance with General Circular Nos. 20/2020, 17/2020, 14/2020 and other applicable laws and circulars issued by the Ministry of Corporate Affairs (MCA) and Securities and Exchange Board of India (SEBI), to transact the business set forth in the Notice of the AGM.

In line with the above-said circulars of MCA and SEBI, the Notice of 29th AGM and Annual Report for FY 2019-20 has been sent through electronic mode only to such shareholders whose email addresses are registered with Depository Participants (DPs)/Registrar and Share Transfer Agent (RTA).

Shareholders who have not registered their email address and in consequence the Annual Report, Notice of e-AGM and e-voting notice could not be serviced may temporarily get their email address and mobile number provided with the Company's Registrar and Share Transfer Agent, KFin Technologies Private Limited, by clicking the link: <https://karisma.kfintech.com/emailreg> for sending the same. Shareholders are requested to follow the process as guided to capture the email address and mobile number for sending the soft copy of the notice and e-voting instructions along with the User ID and Password. In case of any queries, shareholder may write to einward.ris@kfintech.com

Shareholders may also requested to visit the website of the company www.granulesindia.com or the website of the Registrar and Transfer Agent www.kfintech.com for downloading the Annual Report and Notice of the AGM. Alternatively member may send an e-mail request at the email id einward.ris@kfintech.com along with scanned copy of the signed copy of the 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 for sending the Annual report, Notice of AGM and the e-voting instructions.

Please note that the physical / hard copies of the AGM documents will not be sent. Pursuant to Section 108 of the Companies Act, 2013, read with the relevant rules made thereunder and regulation 44 of the Listing Regulations, the Company is pleased to provide the facility to the members to exercise their right to vote by electronic means on all the resolutions set forth in the notice of the 29th Annual General Meeting.

The remote e-voting period will commence from 9.00 AM on Monday, 10th August 2020 and will end at 5.00 PM on Wednesday, 12th August 2020. The e-voting portal shall be disabled by M/s. KFin Technologies Private Limited thereafter.

As dividend income is taxable in the hands of shareholders effective April 01, 2020, please update your residential status, PAN & category as per Income Tax Act with your DP if you hold shares in dematerialised form, or with Company's RTA at einward.ris@kfintech.com, if you hold shares in physical form.

For **Granules India Limited**
sd/-

Chaitanya Tummala
Company Secretary

Date : 22.07.2020
Place : Hyderabad