

**September 21, 2023**

**BSE Limited**

Department of Corporate Relationship  
1<sup>st</sup> Floor, New Trade Ring, Rotunda Building  
Phiroze Jeejeebhoy Towers  
Dalal Street, Mumbai- 400001  
*Scrip Code: 524742*

**National Stock Exchange of India Ltd.,**

Department of Corporate Services  
Exchange Plaza, 5<sup>th</sup> Floor,  
C-1, Block G, Bandra Kurla Complex,  
Bandra (E), Mumbai – 400 051  
*Scrip Code: CAPLIPOINT.*

Dear Sir/Madam,

**Sub: Proceedings of the Thirty Second Annual General Meeting of the company held on Thursday, September 21, 2023.**

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith the brief proceedings of the 32<sup>nd</sup> Annual General Meeting of the Company held on Thursday, September 21, 2023 at 10:00 a.m. (IST), through Video Conferencing/Other Audio Visual Means.

The details of the consolidated voting results of both the remote e-voting and the facility extended for e-voting during the AGM on all the resolutions will be forwarded separately, in the format prescribed under Regulation 44 (3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

This is for your kind information and records.

Thanking You,

Sincerely yours,

For **Caplin Point Laboratories Limited**

**Venkatram G**

**General Counsel & Company Secretary**  
**Membership No A23989**

## Summary of the proceedings of the 32<sup>nd</sup> Annual General Meeting

The 32<sup>nd</sup> Annual General Meeting (AGM) of the Members of Caplin Point Laboratories Limited (“The Company”) was held on Thursday, September 21, 2023 at 10.00 A.M through Audio Visual Means as per the guidelines issued by the Ministry of Corporate Affairs (MCA) through various Circulars and applicable provisions of the Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI Listing Regulations”).

Mr C C Paarthipan, Chairman of the company took the Chair and invited the Company Secretary to start the proceedings. Thereafter, the Company Secretary welcomed the shareholders to the 32<sup>nd</sup> AGM and introduced the Directors, Key Managerial Personnel and other invitees who were present as part of the panel. He also informed about the availability of the requisite registers, certificates and disclosures which are available for inspection by the members which they may inspect after following the procedure mentioned in the notice of the AGM. He further explained that since the meeting was held completely through online mode, appointment of proxies was not allowed. Chairman of the Audit Committee, Nomination & Remuneration Committee and the Stakeholders Relationship Committee was present to answer specific queries of the members relating to the respective subject matters.

Mr CC Paarthipan, then confirmed the presence of requisite quorum to start the proceedings and welcomed the shareholders and panelists to the AGM. Chairman delivered his speech on the Performance of the Company and other highlights/developments during FY 2022-23 and the way forward. After the same, he invited Dr. Sridhar Ganesan, Managing Director to deliver his speech and make a presentation on the performance of the company. Dr. Sridhar Ganesan made a speech and a presentation on the performance. As part of his speech, he also introduced M/s Brahmayya & Co, Chartered Accountants, who are proposed to be appointed as the Statutory Auditors of the Company from the conclusion of this AGM till the conclusion of the 37<sup>th</sup> AGM.

After the Managing Director’s presentation Chairman invited Mr Partheeban Vivek Siddarth – Chief Operating Officer and Mr Ashok Partheeban – Head LATAM to deliver their speech.

Subsequently, the Chairman invited the Company Secretary to complete other statutory formalities. Thereafter, the Company Secretary informed the members that the Statutory Audit Report and Secretarial Audit Report were free from qualification and thus in terms of provisions of Section 145 of the Companies Act, 2013 the same can be taken as read.

The Company Secretary explained briefly about the e-voting procedures and informed that the members who were present at the AGM and had not cast their votes were provided an opportunity to cast their votes electronically during the meeting and up to 15 minutes after the conclusion of the meeting. Then, he informed that only one member had registered as speaker shareholder and unmuted the shareholder. The shareholder shared his views on Company’s performance and requested few clarifications which were duly responded to.

The Chairman invited Dr. Sridhar Ganesan, Managing Director to conclude the meeting with vote of thanks. Accordingly Dr. Sridhar Ganesan informed the members that the results of remote e-voting /e- voting at the AGM will be consolidated and announced within 2 working days to the Stock Exchanges and posted on the website of the company. He thanked all the stakeholders and declared the meeting as closed. The meeting concluded at 11:08 hrs.

The following items of business, as per the Notice of 32<sup>nd</sup> AGM were subject to voting through electronic means (Remote e-Voting between September 18, 2023 and September 20, 2023 and e-Voting on AGM day):

Sl. No	Subject matter of Resolution	Type of Resolution
<b>Ordinary business</b>		
1.	Adoption of Financial Statements	Ordinary
2.	Declaration of Final Dividend and Ratification of Interim Dividend	Ordinary
3.	Retirement by rotation of Mr C C Paarthipan and consideration of his re-appointment	Ordinary
4.	Appointment of M/s Brahmayya & Co, Chartered Accountants as the Statutory Auditors of the Company	Ordinary
<b>Special Business</b>		
5.	Material Modification to earlier approved Material Related Party Transaction(s) / contract(s)/ arrangement(s)	Ordinary
6.	Re-appointment of Dr C K Gariyali as an Independent Director	Special