

AUROBINDO PHARMA LIMITED

(CIN - L24239TG1986PLC015190)

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RESTRICTION ON TRANSFER OF PHYSICAL SHARES & PROCEDURE FOR DEMATERIALIZATION OF SHARES

Amendment to Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 with respect to mandatory dematerialization for transfer of Securities

SEBI has vide notification dated June 8, 2018 mandated that the request for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with the depository w.e.f. **December 5, 2018**.

According to the aforesaid notification, request for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with the depository w.e.f. **December 5, 2018**.

Please note that Karvy Computershare Private Limited, Registrars and Transfer Agent and the Company will not accept any request for transfer of shares in physical form w.e.f. December 5, 2018.

This restriction shall not be applicable to the request(s) received for transmission or transposition of physical shares.

Shareholders are requested to get in touch with any Depository Participant having registration with SEBI to open a Demat account or contact any office of the nearest Karvy branch to guide you in the demat procedure. Please refer to Annexure A regarding procedure for dematerialization of shares.

You may also visit web site of depositories viz., NSDL or CDSL for further understanding about the procedure for dematerialization of physical shares.

NSDL website: <https://nsdl.co.in/faqs/faq.php>

CDSL website: <https://www.cdslindia.com/downloads/faq/Demat%20CDSL%20Way%20-%20V%20-%20Dematerialization.pdf>

You may also access the circulars issued by the BSE and NSE in this regard on following links:

BSE website: <https://www.bseindia.com/corporates/Displaydata.aspx?Id=cd22b184-1153-4b05-8ad9-d04699161f89&Page=cir>

NSE website: https://www.nseindia.com/corporates/content/eq_listcompanies.htm

PROCEDURE FOR DEMATERIALISATION OF SHARES

1. The member intending to dematerialise his/her physical shares in the Company needs to open a demat account with any Depository Participant (DP) and submit a request to be called Dematerialisation Request Form (DRF) to the concerned Depository Participant (DP) for dematerialisation, along with the certificates of shares to be dematerialised.
2. The DP will verify the DRF and certificates and issue an acknowledgement slip, duly signed and stamped, to the member.
3. The DP will thereafter scrutinize DRF and certificates. In case the DRF/certificates are not in order, the same will be returned to the member for removing deficiencies. In case DRF/certificates are in order, the details mentioned in the DRF and certificates will be entered in the system by the Depository and a Dematerialisation Request Number (DRN) will be generated.
4. The DP will also deface the certificates by writing "SURRENDERED FOR DEMATERIALISATION".
5. The DRF, with the DRN mentioned on it, will then be released electronically to the Company/Registrar and Transfer Agent of the Company (RTA). The DP will also dispatch the certificate(s) along with the DRF to the Company/RTA for verification and approval.
6. The Company/RTA will, after due verification of DRF and certificates, confirm acceptance of the request for dematerialisation in the necessary software system.
7. The Depository's software system will then electronically create and credit appropriate number of shares in the demat account of the member.
8. The DP will inform the member of the changes in the member's demat account following the confirmation of the DRF.
9. The Company/RTA may reject dematerialisation request in some cases and will send an objection memo to the DP, with or without DRF and certificates depending upon the reason for rejection. The DP/member has to remove reasons for objection within 15 days of receiving the objection memo. If the DP/member fails to remove the objections within 15 days, the Company/RTA may reject the request and return DRF and accompanying certificates to the DP. The DP, if the member so requires, may generate a new dematerialisation request and send the certificates again to the Company/RTA for dematerialisation. No fresh request can be generated for the same securities until the Company/RTA has rejected the earlier request and informed the Depository and DP about it.

Benefits of dematerialisation

Dematerialization offers flexibility along with security and convenience. Holding share certificates in physical format carries risks like certificate forgeries, loss of important share certificates and consequent delays in certificate transfers. Dematerialization eliminates these hassles by allowing customers to convert their physical certificates into electronic format. Transfer of securities only in demat form will improve ease, convenience and safety of transactions for members.