

## NOTICE

Notice is hereby given that the 23rd Annual General Meeting of the Members of Bafna Pharmaceuticals Limited will be held on Saturday, the 29th day of September 2018, at 10.00 AM, at # Andhra Social and Cultural Association, Krishna Hall, No.22, Vijayaraghava Road, T. Nagar, Chennai – 600 017 to transact the following business:

### **ORDINARY BUSINESS:**

#### **Adoption of Financial Statements:**

**Item No 1:** To receive, consider and adopt the Audited Balance Sheet as at March 31, 2018, Statement of Profit and Loss Account & Cash Flow Statement for the year ended on that date together with the Reports of Directors and Auditor's thereon.

#### **Adoption of Consolidated Financial Statements:**

**Item No 2:** To receive, consider and adopt the Consolidated Audited Balance Sheet as at March 31, 2018 and Statement of Profit and Loss for the year ended on that date, the Reports of Directors and Auditor's thereon.

#### **Appointment of Director:**

**Item No 3:** To appoint a Director in place of Mrs. Sabitha K having directors identification number 02643259 who retires by rotation and being eligible, offers herself for re-appointment as Director.

#### **Appointment of Statutory Auditor:**

#### **Item No 4:**

*To consider and, if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:*

RESOLVED THAT the appointment of R Sathyanarayanan & Co., Chartered Accountants, Chennai (FRN: 003656S), as Statutory Auditors years from the conclusion of this Annual General Meeting (AGM) till the conclusion of the 27th AGM, as recommended by the Audit Committee and approved by the Board of Directors of the Company, in terms of Section 139 of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014 on such remuneration, as may be mutually agreed upon between the Board of Directors of the Company and the Statutory Auditors.

### **SPECIAL BUSINESS:**

#### **To ratify Cost Auditors Appointment and Remuneration:**

**Item No 5:** To consider and if thought fit, to pass with or without modification, the following resolution as an **ORDINARY RESOLUTION:**

"RESOLVED THAT pursuant to the provisions of section 141, 148 and other applicable provisions of the Companies Act, 2013 and the Rules made thereunder (including any statutory modification(s) or re-enactment thereof for the time being in force) and other applicable provisions and subject to the approval of the Central Government & others, if any, the Cost Auditors, M/s. Thanigaimani & Associates (FRN: 101899) appointed by the Board of Directors of the Company, to conduct the audit of cost records of the Company for the financial year ending 31<sup>st</sup> march 2018 be paid a remuneration of Rs 45,000 (Rupees Forty Five Thousand Only) plus applicable taxes and out of pocket expenses.

RESOLVED FURTHER THAT, the Board of Directors of the Company be and are hereby severally authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

**Item No.6: To consider and if thought fit, to pass with or without modification, the following resolution as SPECIAL RESOLUTION:**

Re-appointment of Mr. V Rajamani (DIN: 00052868) as an Independent Director

“RESOLVED THAT pursuant to the provisions of Section 149, 152 and other applicable provisions, if any of the Companies Act, 2013 and the rules made thereunder, read with Schedule IV of the Act, provisions of the Securities & Exchange Board of India, 1992 and Guidelines and other applicable provisions including any statutory modification(s), re-enactment thereof, for the time being in force, Listing Agreement entered into with the Stock Exchanges where the shares of the company are listed, Mr. V Rajamani (DIN: 00052868), a non-executive Director of the Company, who has submitted a declaration that he meets the criteria for independence as provided in Section 149 of the Act, be and is hereby re-appointed as an Independent Director of the Company for a period of five years with effect from (10.09.2019 upto 09.09.2024).

**Item No.7: To consider and if thought fit, to pass with or without modification, the following resolution as SPECIAL RESOLUTION:**

Re-appointment of Mr. Sunil Bafna (DIN: 01458225) as an Independent Director

“RESOLVED THAT pursuant to the provisions of Section 149, 152 and other applicable provisions, if any of the Companies Act, 2013 and the rules made thereunder, read with Schedule IV of the Act, provisions of the Securities & Exchange Board of India, 1992 and Guidelines and other applicable provisions including any statutory modification(s), re-enactment thereof, for the time being in force, Listing Agreement entered into with the Stock Exchanges where the shares of the company are listed, Mr. Sunil Bafna (DIN: 01458225), a non-executive Director of the Company, who has submitted a declaration that he meets the criteria for independence as provided in Section 149 of the Act, be and is hereby appointed as an Independent Director of the Company for a period of five years with effect from (10.09.2019 upto 09.09.2024).

By Order of the Board of Directors

**For Bafna Pharmaceuticals Limited**

CIN: L24294TN1995PLC030698

Place: Chennai

Date: 05.09.2018

Sd/-

**Bafna Mahaveer Chand**

Managing Director

(DIN: 01458211)

Registered Office:

New No.68, Old No.299,

Thambu Chetty Street, Chennai - 600001

**NOTES:**

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIM SELF / HER SELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY. The instrument of Proxy in order to be effective, should be deposited at the Registered Office of the Company, duly completed and signed, not less than 48 hours before the commencement of the meeting. Proxies submitted on behalf of the companies / bodies corporate etc., must be supported by an appropriate resolution/ authority, as applicable.
2. As per Section 105 of the Companies Act, 2013 and relevant rules made there under, a person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent (10%)

of the total share capital of the company carrying voting rights. Further, a member holding more than ten percent (10%) of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholder.

3. During the period beginning 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, a member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, provided that not less than three days of notice in writing is given to the Company.
4. Additional information pursuant to Regulation 36(3) of the SEBI (Listing Obligation and Disclosure Requirements), Regulations 2015) the notes on Directors seeking appointment / re-appointment at the Annual General Meeting are furnished and forms part of this Notice. The said Directors have furnished necessary consents/ declarations for their appointment/re-appointment.
5. The explanatory statement pursuant to Section 102 of the Companies Act, 2013 in respect of item nos. 5,6 & 7 of the accompanying notice is annexed hereto.
6. Copies of all documents referred to in the notice are available for inspection at the registered office of the Company during normal business hours on all working days from 10.00 AM to 12.00 Noon upto and including the date of the annual general meeting of the Company.
7. The Register of Members and the Share Transfer Books of the Company will remain closed from 23.09.2018 to 29.09.2018 (both dates inclusive).
8. Members seeking any information with regard to accounts are requested to write to the Company at least ten days in advance of the annual general meeting, to enable the Company to keep the information ready.

Members are requested to:

- a. Bring their copy of the annual report for the meeting.
  - b. Send to their depository participant/ registrar the ECS bank mandate form, to ensure safe and prompt receipt of dividend, if any. This is to avoid fraudulent encashment of dividend warrants.
  - c. Note that all correspondence relating to share transfers should be addressed to registrar and transfer agents of the Company, viz. M/s. Cameo Corporate Services Limited, No.1, Club House Road, Chennai – 600002
  - d. Quote their DP ID No. /Client ID No. or folio number in all their correspondence.
9. The annual report for 2017-18 along with the notice of annual general meeting, attendance slip and proxy form is being sent by electronic mode to all the shareholders who have registered their email ids with the depository participants/ registrar and share transfer agent unless where any member has requested for the physical copy. Members who have not registered their email ids, physical copies of the annual report 2017-18 along with the notice of annual general meeting, attendance slip and proxy form are being sent by the permitted mode. Members may further note that the said documents will also be available on the Company's website [www.bafnapharma.com](http://www.bafnapharma.com) for download. Physical copies of the aforesaid documents will also be available at the Company's registered office for inspection during normal business hours on working days. For any communication, the shareholders may also send requests to the Company's investor email id viz. [investor@cameoindia.com](mailto:investor@cameoindia.com).

10. Pursuant to Section 101 of the Companies Act, 2013 and rules made there under, the companies are allowed to send communication to shareholders electronically. We thus, request you to kindly register/update your email ids with your respective depository participant and Company's registrar and share transfer agent (in case of physical shares) and make this initiative a success.
11. Members holding shares in physical form are requested to consider converting their holdings to dematerialized form to eliminate risks associated with physical shares and better management of the securities. Members can write to the Company's registrar and share transfer agent in this regard.
12. Securities and Exchange Board of India (SEBI) vide its circular dated 21<sup>st</sup> March, 2013, has mandated that for making cash payments to the investors, companies whose securities are listed on the stock exchanges shall use any Reserve Bank of India (RBI) approved electronic mode of payment such as ECS, RECS, NECS, NEFT etc. The companies and the registrar and share transfer agents are required to seek relevant bank details of shareholders from depositories for making cash payment/ dividends in electronic mode. It is also mandatory to print the bank details on the physical instrument if the payment is made in physical mode. Accordingly, shareholders are requested to provide or update (as the case may be) their bank details with the respective depository participant for the shares held in demat mode and with the registrar and share transfer agent for physical shares.

Pursuant to the provisions of Sec 124 of the Companies Act, 2013, dividend declared, which remain unclaimed for a period of Seven years will transferred by the Company to the Investor Education and Protection Fund as shown here under.

Financial Year	Unpaid/Unclaimed Dividend as on 31.03.2018	Date of Declaration	Due Date for Transfer to Investor Education and Protection Fund Account
2012-13	Rs.1,40,705/-	12.10.2013	11.10.2020

#### **VOTING THROUGH ELECTRONIC MEANS**

1. Pursuant to Section 108 and corresponding Rules of Companies Act, 2013, the Company will provide e-voting facility to the members. All business to be transacted at the annual general meeting can be transacted through the electronic voting system.
2. The notice will be sent to all the Members, whose names appear on the Register of Members and /list of beneficial owners as received from National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited.
3. The shareholders shall have one vote per equity share held by them. The facility of e-voting would be provided once for every folio/ client id, irrespective of the number of joint holders.
4. The company has appointed Shri. Pankaj Mehta, Practicing Company Secretary (Membership No. A29407 & COP No.10598), Partner, A.K.Jain & Associates, Chennai as the Scrutinizer for conducting the e-voting process in a fair and transparent manner.
5. The scrutinizer will submit his final report to Chairman of the Company within two working days after the conclusion of e-voting period.
6. The results of annual general meeting shall be declared by the Chairman or his authorized representative or anyone Director of the Company on / or after annual general meeting within the prescribed time limits.
7. The result of the e-voting will also be placed at the website of the Company viz. [www.bafnapharma.com](http://www.bafnapharma.com) and also on [www.evotingindia.com](http://www.evotingindia.com).

8. The scrutinizer's decision on the validity of e-voting will be final.
9. The Voting rights for the equity shares are one vote per Equity Share, registered in the name of the member.
10. Kindly note that the Members can opt for only one mode of voting i.e. either by physical attendance or e-voting. If you are opting for e-voting, then do not vote by physical attendance also and vice versa. However, in case a Member has voted both in physical as well as e-voting, then voting done through e-voting shall prevail over physical attendance and the voting by physical attendance will be treated as invalid. However, a member voting through e-voting platform may also attend the general meeting.
11. Electronic copy of the notice inter-alia indicating the process and manner of e-voting is being sent to all the members whose e-mail id are registered with the company / depository participants for the communication purpose unless any member has requested for a hard copy of the same. For members who have not registered their e-mail address, physical copy of the notice inter-alia indicating the process and the manner of e-voting is being sent in the permitted mode.

### **E-VOTING – Instructions**

In compliance with the provisions of Clause - 44 of the Listing Regulations read with section 108 of the Companies Act 2013 ("the Act") and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide members the facility to exercise their votes by electronic means for all the resolutions detailed in the Postal Ballot Notice and the business may be transacted through e-voting. The Company has engaged the services of CDSL as the authorized agency to provide the e-voting facilities as per instructions below.

Details of persons to be contacted for issues relating to e-voting:

Cameo Corporate Services Limited

No: 1, Club House road, Chennai- 600002

Ph: (044) 28460390, Fax (044) 28460129

[investor@cameoindia.com](mailto:investor@cameoindia.com)

The e-voting module shall be disabled for voting on 28<sup>th</sup> September 2018 at 5.00 PM. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently. The voting right of shareholders shall be in proportion to their share in the paid up equity share capital of the company as on 22nd September 2018 (cut-off / record date for determining the eligibility to vote through postal ballot / electronic mode).

Shri. Pankaj Mehta, Practicing Company Secretary (Membership No. A29407 & COP No.10598), Partner, A.K.Jain & Associates, Chennai, has been appointed as the scrutinizer to ensure that the postal ballot & e-voting process is conducted in a fair and transparent manner. The instructions for shareholders voting electronically are as under:

- 1) The voting period begins on 26<sup>th</sup> September 2018 at 9.00 am and ends on 28<sup>th</sup> September 2018 at 5.00pm. During this period shareholders' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date/Record Date as of 22nd September 2018 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- 2) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com).
- 3) Click on Shareholders.
- 4) Now Enter your User ID
  - a. For CDSL: 16 digits beneficiary ID,

- b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - c. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- 5) Next enter the Image Verification as displayed and Click on Login.
  - 6) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.
  - 7) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	<p>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none"> <li>• Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.</li> <li>• In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</li> </ul>
Dividend Bank Details OR Date of Birth (DOB)	<p>Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.</p> <ul style="list-style-type: none"> <li>• If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (iv).</li> </ul>

- 8) After entering these details appropriately, click on "SUBMIT" tab.
- 9) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- 10) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- 11) Click on the EVSN for the relevant <Company Name> on which you choose to vote.
- 12) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- 13) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- 14) After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.

- 15) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- 16) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- 17) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- 18) Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- 19) Note for Non – Individual Shareholders and Custodians
  - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves as Corporates.
  - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
  - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
  - The list of accounts linked in the login should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- 20) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

**Note: Sequence number has been provided as S No. in the address label**

#### **EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013**

##### **ITEM NO. 5:**

The Board of Directors of the Company at their meeting held on 28<sup>th</sup> July 2017, has, on recommendation by the Audit Committee, appointed M/s Thanigaimani & Associates (FRN No.101899), Cost Accountants as the Cost Auditors for the Financial year 2017-18 at a remuneration of Rs. 45,000/- ( Rupees Forty Five Thousand Only ) plus applicable taxes and out of pocket expenses.

As per Section 148 of Companies Act, 2013 and applicable rules thereunder, the remuneration payable to the Cost Auditor has to be ratified by the members of the Company.

The Board considers the remuneration payable to the cost auditor as fair and recommends the resolution contained in item no.5 of the accompanying notice for approval of the members as an Ordinary Resolution.

No Director, Key Managerial Persons (KMPs) or their relatives, are concerned or interested in the said resolution.

**ITEM NO. 6:**

Mr. V. Rajamani is a Non-Executive Independent Director of the Company. He joined the Board of Directors in 20.10.2005. He was appointed as Non-Executive Independent Director for a period of five years i.e 10.09.2014 upto 09.09.2019. His current terms expire on 09.09.2019.

As per the provisions of the Companies Act, 2013 Independent Directors can be re-appointed for a period of 5 (five) years by passing special resolution in general meeting . In terms of Section 149 and the rules made thereunder & other applicable provisions of the Companies Act, 2013, Mr. V. Rajamani being eligible, is proposed to be re-appointed as an Independent Director for a term of five years. The Company has received from Mr. V. Rajamani a declaration to the effect that he meets the criteria of Independence as provided in sub-section (6) of Section 149 of the Companies Act, 2013. The resolution seeks the approval of members for the re-appointment of Mr. V. Rajamani as an Independent Director of the Company from 10.09.2019 upto 09.09.2024 pursuant to Section 149 and other applicable provisions of the Companies Act, 2013 and the rules made thereunder. Consent of the Members by way of Special Resolution is required for re-appointment of Mr. V Rajamani in terms of Section 149 of the Act. Further, in terms of the recently notified Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) (Amendment) Regulations, 2018, consent of the Members by way of Special Resolution is also required for continuation of a Non-Executive Director beyond the age of seventy five years. He is not liable to retire by rotation. The Nominations Committee has recommended the appointment of the director as Independent Director from (10.09.2019 upto 09.09.2024). In the opinion of the Board of Directors, Mr. V. Rajamani, the Independent Director proposed to be appointed, fulfills the conditions specified in the Act and the Rules made thereunder and he is independent of the Management. A copy of draft letter for the appointment of Mr. V. Rajamani as an Independent Director setting out the terms and conditions is available for inspection without any fee to the members of the company at the Registered Office during normal business hours from 10.00 AM to 12.00 Noon on working days upto the date of the AGM. No director, Key Managerial Person or their relatives, except Mr. V. Rajamani to whom this resolution relates, is interested or concerned in the resolution. The Board considers that his continued association would be of immense benefit to the company and recommends the resolution for approval of the members.

**ITEM NO.7**

Mr. Sunil Bafna is a Non-Executive Independent Director of the Company. He joined the Board of Directors in 20.12.2005. He was appointed as Non-Executive Independent Director for a period of five years i.e. 10.09.2014 upto 09.09.2019. His current terms expire on 09.09.2019.

As per the provisions of the Companies Act, 2013 Independent Directors can be re-appointed for a period of 5 (five) years by passing special resolution in general meeting . In terms of Section 149 and the rules made thereunder & other applicable provisions of the Companies Act, 2013, Mr. Sunil Bafna being eligible, is proposed to be re-appointed as an Independent Director for a term of five years. The Company has received from Mr. Sunil Bafna a declaration to the effect that he meets the criteria of Independence as provided in sub-section (6) of Section 149 of the Companies Act, 2013. The resolution seeks the approval of members for the re-appointment of Mr. Sunil Bafna as an Independent Director of the Company from 10.09.2019 upto 09.09.2024 pursuant to Section 149 and other applicable provisions of the Companies Act, 2013 and the rules made thereunder. Consent of the Members by way of Special Resolution is required for re-appointment of Mr. Sunil Bafna in terms of Section 149 of the Act. He is not liable to retire by rotation. The Nominations Committee has recommended the appointment of the director as Independent Director from (10.09.2019 upto 09.09.2024). In the opinion of the Board of Directors, Mr. Sunil Bafna, the Independent Director proposed to be appointed, fulfills the conditions specified in the Act and the Rules made thereunder and he is independent of the Management. A copy of draft letter for the appointment of Mr. V Sunil Bafna as an Independent Director setting out the terms and conditions is available for inspection without any fee to the members of the company at the Registered Office during normal business hours from 10.00 AM to 12.00 Noon on working days upto the date of the AGM. No director, Key Managerial Person or their relatives, except Mr. Sunil Bafna to whom this resolution relates, is interested or concerned in the resolution. The Board considers that his continued association would be of immense benefit to the company and recommends the resolution for approval of the members.



**Notes on Directors seeking appointment / re-appointment at the Annual General Meeting (Pursuant to Regulation 36(3) of the SEBI (Listing Obligation and Disclosure Requirements), Regulations 2015):**

**(i) Shri. V Rajamani (DIN: 00052868)**

Name of the Director	V Rajamani
Date of Birth	17/02/1939
Status	Non Executive – Independent Director
Qualification & Expertise	specialized in Financial Management, Secretarial Department and Company Accounts. He is a Graduate in Arts and a FICWA and ACS and has over three decades of experience in the areas of Finance and Administration. Prior to joining Bafna Pharma, he has served as the Company Secretary and Chief Vigilance Officer of M/s. Manganese Ore India Limited at Nagpur from 1980 to 1986. From 1986 to 1988 he worked as Additional / General Manager (co-ordination) and as Director of M/s. Neyveli Lignite Corporation. He is a Director in Morgan Industries Limited. He brings with him rich experience on account of the various posts / position held in the secretarial / financial departments held in the Central Government undertakings where he worked
Relationship with other directors in the company	NIL
names of listed entities in which the person also holds the directorship and the membership of Committees of the board	Morgan Industries Limited
Total shares held by him in the company	NIL

**(ii) Shri. Sunil Bafna (DIN: 01458225)**

Name of the Director	Sunil Bafna
Date of Birth	11/10/1976
Status	Non Executive – Independent Director
Qualification & Expertise	He is B.A. (Corporate Secretaryship) Graduate from Madras University and he has completed a specialized course in Financial Management. He brings with him over 18 years of experience in functions of financial planning and management.
Names of other public company(ies) in which directorship held	Nil
Total shares held by him in the company	5000
Relationship with other directors in the company	NA

## Notice to all Shareholders Holding Shares in Physical Form

Re: Restriction on transfer of shares in physical form

In terms of regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended, which with effect from 5th December, 2018 requests for effecting transfer of shares of listed companies shall not be processed unless the shares are held in dematerialized form. In view of the above, shareholders are advised that to facilitate transfer of shares of the Company, the same require to be dematerialized. The key steps involved in dematerializing shares are:

1. Open a demat account with a Depository Participant (DP)
2. Submit physical share certificate(s) to the DP along with a Demat Request Form (DRF)
3. DP would inform the Depository (NSDL or CDSL) regarding the demat request
4. The DP would thereafter submit the share certificate(s) along with DRF to the Registrar of the Company
5. The Registrar would validate the documents and convey Acceptance/Rejection of the demat request to the concerned Depository
6. Upon successful dematerialization of the share(s), the Registrar would update the Registrar of Members.
7. The concerned Depository would also update its record and inform the DP
8. The DP would then credit the share(s) into the demat account of the investor. For any assistance in the matter, you may please communicate with Company's



### BAFNA PHARMACEUTICALS LIMITED

Route Map to the Venue of the 23<sup>rd</sup> Annual General Meeting  
Venue: Andhra Social and Cultural Association,  
Krishna Hall, No.22, Vijayaraghava Road, T. Nagar, Chennai - 600 017