



Date: 29<sup>th</sup> May, 2024

To The Listing Department <b>National Stock Exchange of India Limited</b> Exchange Plaza, Bandra - Kurla Complex Bandra (East) <u>Mumbai - 400 051</u> <i>Stock Code : INDOCO-EQ</i>	To The Listing Department <b>Bombay Stock Exchange Limited</b> Floor 25, P. J. Towers, Dalal Street, <u>Mumbai - 400 001</u> <i>Stock Code : 532612</i>
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Dear Sir/Madam,

**Sub: Notice for transfer of equity shares of the Company to the Investor Education and Protection Fund ("IEPF") and Reminder Letter to shareholders-Unclaimed Dividend (Final Dividend 2016-17)**

Pursuant to Regulation 30 read with Schedule III Part A Para A and Regulation 47 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose the following documents:

1. Copies of newspaper advertisement published in Business Standard (English)(All India Editions) and Mumbai Lakshdeep (Marathi) on 29<sup>th</sup> May, 2024 pertaining to Notice of transfer of equity shares of the Company to Investor Education and Protection Fund (IEPF).
2. Copy of Reminder letter to shareholders.

The above reminder letter is being sent to the shareholders who have not claimed their dividends for seven or more consecutive years and whose shares are liable for transfer to the IEPF Authority. This is pursuant to Section 124(6) of the Companies Act, 2013 read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, as amended.

We request you to kindly take the above in your records.

Thanking you,  
Yours faithfully,  
For Indoco Remedies Limited

**RAMANATHA** Digitally signed by  
RAMANATHAN HARIHARAN  
Date: 2024.05.29 10:43:11  
+05'30'  
**N HARIHARAN**  
Ramanathan Hariharan  
Company Secretary & Head- Legal





## INDOCO REMEDIES LIMITED

**Regd. Office:** Indoco House, 166 CST Road, Kalina, Santacruz (East), Mumbai - 400098

**Tel:** +91-22-68791250 / 62871000 **Email :** compliance.officer@indoco.com

**Web :** www.indoco.com **CIN :** L85190MH1947PLC005913

### NOTICE

#### Transfer of Equity Shares of the Company to the Investor Education and Protection Fund (IEPF) Account

The provisions of Section 124(6) of the Companies Act, 2013 ("Act") read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("Rules"), amongst other matters, contain provisions for transfer of unclaimed dividend to IEPF and transfer of shares, in respect of which dividend remains unclaimed for seven consecutive years or more to IEPF Account. Companies are required to inform the shareholders at the latest available address whose shares are liable to be transferred to the IEPF Authority three months prior to the due date of transfer of shares and simultaneously publish the notice in the newspaper. This Notice is published pursuant to the provisions of the Act and Rules.

Individual Communication is being sent to the latest available address of the shareholders whose dividends are lying unclaimed for seven consecutive years and whose shares are liable to be transferred to IEPF.

The complete details of these shareholders are being uploaded on the Company's website [www.indoco.com](http://www.indoco.com).

In case the dividends are not claimed by the concerned shareholder(s) by **15<sup>th</sup> September, 2024 for Final Dividend 2016-2017**, necessary steps will be initiated by the Company to transfer shares held by the concerned shareholder(s) to IEPF without further notice in the following manner:

In case the shares are held:

- In physical form - New share certificate(s) will be issued and transferred in favour of IEPF on completion of necessary formalities. The original share certificate(s) which stand registered in the name of shareholder will be deemed cancelled and non-negotiable.
- In demat form - The Company shall inform the depository by way of corporate action for transfer of shares lying in shareholder's demat account in favour of IEPF.

The shareholders may note that in the event of transfer of shares and the unclaimed dividends to IEPF, concerned shareholder(s) are entitled to claim the same from IEPF Authority by sending physical copy of requisite documents to the Company's Registrar & Share Transfer Agent, Link Intime India Private Limited, for obtaining the entitlement letter, pursuant to Circular dated 20<sup>th</sup> July, 2022 issued by IEPF Authority, and there after submitting online application in the prescribed Form IEPF-5 available on the website [www.iepf.gov.in](http://www.iepf.gov.in).

The shareholders may further note that the details of unclaimed dividends and shares of the concerned shareholder(s) uploaded by the Company on its website [www.indoco.com](http://www.indoco.com) shall be treated as adequate notice in respect of issue of the new share certificate(s) by the Company for the purpose of transfer of shares to IEPF pursuant to the Rules. **Please note that no claim shall lie against the Company in respect of unclaimed dividend and equity shares transferred to the IEPF.**

In case the shareholders have any queries on the subject matter, they may contact the Company Secretary at the Registered Office of the Company or by email: [compliance.officer@indoco.com](mailto:compliance.officer@indoco.com), Tel No. 022-62871000 or its Registrar and Transfer Agent Link Intime India Private Limited, Unit: Indoco Remedies Limited C 101, 247 Park, LB S Marg, Vikhroli West, Mumbai — 400 083, Tel: 022 49186270, Email: [iepf.shares@linkintime.co.in](mailto:iepf.shares@linkintime.co.in), Website: [www.linkintime.co.in](http://www.linkintime.co.in).

By the Order of the Board  
For Indoco Remedies Limited  
Sd/-

Ramanathan Hariharan  
Company Secretary & Head- Legal

Place: Mumbai  
Date: 29<sup>th</sup> May, 2024



## इंडोको रेमेडीज लिमिटेड

नोंदणीकृत कार्यालय : इंडोको हाऊस, १६६ सीएसटी रोड, कालिमा, सांताक्रुझ (पूर्व) मुंबई ४०० ०९८  
दूरध्वनी क्रमांक : +९१-२२-६८७९ १२५०/६२८७ १००० ईमेल : compliance.officer@indoco.com  
संकेतस्थळ : www.indoco.com सीआयएन : L85190MH1947PLC005913

### सूचना

#### कंपनीचे इक्विटी समभाग गुंतवणूकदार शिक्षण आणि संरक्षण निधी (आयईपीएफ) खात्यात हस्तांतरित करणे बाबत

कंपनी कायदा २०१३ ("कायदा") कलम १२४ (६) च्या तरतुदीमध्ये तसेच त्यासह वाचा गुंतवणूकदार शिक्षण आणि संरक्षण निधी प्राधिकरण (लेखांकन, अंकेक्षण, हस्तांतरण आणि परतावा) नियम २०१६ ("नियम") मध्ये जो लाभांश सलग सात वर्षे किंवा त्याहून अधिक काळ देण्यात आलेला नाही किंवा त्यावर दावा करण्यात आलेला नाही अशा लाभांश आयईपीएफ यांच्याकडे तसेच संबंधित समभाग आयईपीएफ यांच्याकडे हस्तांतरित करण्याची तरतुद करण्यात आली आहे. ज्या समभागधारकांचे समभाग आयईपीएफ प्राधिकरण यांच्याकडे हस्तांतरित होण्यास पात्र आहेत अशा समभागधारकांना त्यांच्या शेवटच्या ज्ञात पत्त्यावर त्याची माहिती देणे आणि वृत्तपत्रात प्रसिद्धी देणे कंपनीसाठी बंधनकारक आहे. आणि ही माहिती अंतिम तारखेच्या आधी तीन महिने प्रसिद्ध करणे आवश्यक आहे. ही सूचना कायदा आणि नियम यांच्या अनुसार प्रकाशित करण्यात येत आहे.

ज्या समभागधारकांचा लाभांश सलग सात वर्षे दावारहित आहे आणि ज्यांचे समभाग आयईपीएफ यांच्याकडे हस्तांतरित होण्यास पात्र आहेत अशा समभागधारकांशी त्यांच्या अलीकडच्या ज्ञात पत्त्यावर व्यक्तिगत संपर्क साधण्यात येत आहे.

अशा समभागधारकांची संपूर्ण माहिती कंपनीचे संकेतस्थळ [www.indoco.com](http://www.indoco.com) येथे अपलोड करण्यात येत आहे.

संबंधित समभागधारकांनी २०१६-१७ च्या अंतिम लाभांशावर दिनांक १५ सप्टेंबर २०२४ पर्यंत दावा केला नाही तर पुढील कोणतीही सूचना न देता संबंधित समभागधारकांच्या नावे असलेले समभाग आयईपीएफ यांच्याकडे हस्तांतरित करण्याची प्रक्रिया कंपनीकडून सुरु करण्यात येईल.

जर समभाग पुढील स्वरूपात असतील :

- प्रत्यक्ष स्वरूपात असतील तर : नवीन समभाग प्रमाणपत्र जारी करण्यात येईल आणि सर्व त्या औपचारिकता पूर्ण झाल्यानंतर प्रमाणपत्र आयईपीएफ यांच्याकडे हस्तांतरित करण्यात येईल. मूळ समभाग प्रमाणपत्र जे संबंधित समभाग धारकाच्या नावे असलेले ते रद्द आणि अहस्तांतरणीय समजण्यात येईल.
- डिमेंट स्वरूपात असतील तर : कंपनी संबंधित समभाग धारकाच्या नावे त्याच्या डिमेंट खात्यात असलेले समभाग आयईपीएफ यांच्या खात्यात हस्तांतरित करण्यासाठी डिपॉझिटरीज यांना कॉर्पोरेट ऍक्शन द्वारे सूचना करील.

समभागधारकांनी कृपया नोंद घ्यावी की दावारहित लाभांश आणि समभाग आयईपीएफ यांच्याकडे हस्तांतरित करण्यात आल्यानंतर, संबंधित समभागधारक आयईपीएफ प्राधिकरण यांच्याकडे आवश्यक ती कागदपत्रे कंपनी रजिस्ट्रार आणि शेअर ट्रान्स्फर एजंट, लिंक इन टाइम इंडिया प्रायव्हेट लिमिटेड यांच्याकडे सादर करून आयईपीएफ यांच्याकडे दावा करू शकतील. आयईपीएफ यांनी जारी केलेले परिपत्रक दिनांकीत २० जुलै २०२२ च्या अनुसार प्लायटलमेंट लेटर प्राप्त करण्यासाठी ही प्रक्रिया पूर्ण करणे आवश्यक आहे. आणि त्यानंतर विहित नमुना आयईपीएफ - ५ जो [www.lepf.gov.in](http://www.lepf.gov.in) येथे उपलब्ध आहे तो ऑनलाईन सादर करणे आवश्यक आहे.

समभागधारकांनी कृपया पुढे नोंद घ्यावी की दावारहित लाभांश आणि संबंधित समभागधारक यांचा तपशील कंपनीने आपले संकेतस्थळ [www.indoco.com](http://www.indoco.com) येथे अपलोड केला आहे तो नियमांच्या अनुसार समभागांचे आयईपीएफ यांच्याकडे हस्तांतरण करण्याच्या उद्देशाने नवी समभाग प्रमाणपत्रे जारी करण्यासाठी योग्य ती सूचना समजण्यात यावा. समभागधारकांनी कृपया नोंद घ्यावी की दावारहित लाभांश आणि आयईपीएफ यांच्याकडे हस्तांतरित करण्यात आलेले समभाग यांच्यावर कंपनीकडे कोणताही दावा करता येणार नाही.

या संदर्भात समभागधारकांना कोणत्याही शंका असल्यास ते कंपनी सेक्रेटरी यांच्याशी कंपनीच्या नोंदणीकृत कार्यालयात ई-मेल [compliance.officer@indoco.com](mailto:compliance.officer@indoco.com), दूरध्वनी क्रमांक ०२२-६२८७ १००० किंवा रजिस्ट्रार आणि ट्रान्स्फर एजंट्स लिंक इन टाइम इंडिया प्रायव्हेट लिमिटेड, युनिट इंडोको रेमेडीज लिमिटेड, सी १०१, २४७ पार्क, एल बी एस मार्ग, विक्रोळी पश्चिम, मुंबई ४०० ०८३, दूरध्वनी क्रमांक ०२२ ४९९८ ६२७०, ई-मेल : [lepf.shares@linkintime.co.in](mailto:lepf.shares@linkintime.co.in) संकेतस्थळ [www.linkintime.co.in](http://www.linkintime.co.in) येथे संपर्क साधू शकतात.

संचालक मंडळाच्या आदेशाच्या अनुसार  
इंडोको रेमेडीज लिमिटेड यांच्या करिता  
सही/-  
रामनाथन हरीहरन  
कंपनी सेक्रेटरी आणि विधी प्रमुख

स्थल : मुंबई  
दिनांक : २८ मे, २०२४



**INDOCO REMEDIES LIMITED**

CIN: L85190MH1947PLC005913

Registered Office: Indoco House, 166 CST Road, Kalina, Santacruz East, Mumbai 400098 |

Tel.: +91 - 22-6287 1000/6879 1250

Email: [compliance.officer@indoco.com](mailto:compliance.officer@indoco.com) | Website: [www.indoco.com](http://www.indoco.com)

Date: 28<sup>th</sup> May, 2024

Name of Shareholder: .....  
 Folio No. / DP ID / CL ID: .....  
 No. of Equity Shares: .....

Dear Shareholder,

**Sub: Claim your outstanding dividend(s) on or before 15<sup>th</sup> September, 2024 to avoid transfer of your Equity Shares to Investor Education and Protection Fund (IEPF)**

Pursuant to the provision of Section 124 of the Companies Act, 2013 read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 and subsequent amendment thereto (“the Rules”), dividend(s) remaining unclaimed for seven consecutive years are required to be transferred to IEPF along with their respective shares.

Details of unclaimed dividends are mentioned in the enclosed Annexure.

**1) To avoid transfer of shares and dividend to IEPF, following action points needs to be completed on or before 15<sup>th</sup> September, 2024 (“due date”):**

Type of holding	Actions required by shareholders to claim outstanding dividend before due date	Action by Company post due date
Shares held in Demat form	<ol style="list-style-type: none"> <li>Update with your Depository Participant:               <ul style="list-style-type: none"> <li>Bank name, branch, account number, IFSC code and MICR</li> </ul> </li> <li>Send to Link Intime India Private Limited (RTA)               <ul style="list-style-type: none"> <li>Enclosed annexure duly filled-in</li> <li>Copy of the Demat Account Statement (Client master list) showing registered name, address, demat and bank account details</li> </ul> </li> </ol>	<ul style="list-style-type: none"> <li>Shares lying in your demat account will be transferred in favour of IEPF without further notice.</li> </ul>
Shares held in Physical form	<ol style="list-style-type: none"> <li>Send to RTA:               <ul style="list-style-type: none"> <li>Bank name, branch, account number, IFSC code and MICR</li> <li>Enclosed Annexure duly filled-in</li> <li>Investor Service Request Form-1 (ISR-1)</li> <li>Investor Service Request Form-2 (ISR-2)</li> <li>Form No.SH 13 (Nomination Form)</li> <li>Original cancelled cheque stating your name as account holder</li> <li>Other supporting documents, if any</li> </ul> </li> </ol>	<ul style="list-style-type: none"> <li>New share certificate(s) will be issued in favour of IEPF without further notice.</li> <li>The original share certificate(s) registered in your name will be deemed cancelled and will be non-negotiable.</li> </ul>

**Please note that no claim shall lie against the Company in respect of the shares and dividend so transferred to IEPF.**

**In the event shares and unclaimed dividend are transferred to IEPF, procedure to claim the same is as follows:**

- a. Send physical copy of requisite documents to the Company for obtaining entitlement letter [Circular dated July 20, 2022 issued by IEPF Authority]
- b. Submit online application in Form IEPF-5 available at [www.iepf.gov.in](http://www.iepf.gov.in).

**2) Physical security holders are requested to update their KYC details with RTA viz., Permanent Account Number (PAN), Nomination, Mobile number, Email ID, Bank account number, IFSC code, MICR and Specimen Signature, if the same is not updated. Effective from April 01, 2024, dividend payments to such folios will be effected only through electronic mode upon furnishing the aforesaid details.**

**For queries please contact Company's Registrar and Transfer Agent or the Secretarial Department of the Company at the following address:**

**Link Intime India Private Limited,**

Unit: Indoco Remedies Limited

C-101, 247 Park, L B S Marg, Vikhroli (West), Mumbai - 400083

Email Id: [iepf.shares@linkintime.co.in](mailto:iepf.shares@linkintime.co.in). | Tel No.: (022) 49186270

**Secretarial & Legal Department,**

**Indoco Remedies Limited,**

Indoco House, 166 CST Road, Santacruz (E), Mumbai 400 098,

**Tel No :-** +91 - 22-6287 1000, e-mail: [compliance.offiicer@indoco.com](mailto:compliance.offiicer@indoco.com)

Thanking You,

Yours Faithfully,

For Indoco Remedies Limited

Sd/-

Ramanathan Hariharan

Company Secretary & Head- Legal

Encl: As above



**Annexure**

**To,**  
**Link Intime India Private Limited**  
Unit: Indoco Remedies Limited  
C-101, 247 Park, L B S Marg,  
Vikhroli (West), Mumbai - 400083

Dear Sir /Madam,

**Sub: Payment of Unclaimed Dividend**

Kindly arrange for payment of unclaimed dividend as mentioned below based on your letter dated 28<sup>th</sup> May, 2024. I confirm that neither I have encashed the dividend warrant(s)/ demand draft(s) sent to me earlier nor I have received any money in connection with the below mentioned dividend(s).

**Folio No./CLIENT ID & DP ID No.**

Financial Year	Dividend No.	Warrant No.	Amount	Date of Payment
2016-17				
2017-18				
2018-19				
2019-20				
2020-21				
2021-22				
2022-23				

*To be filled in by the Shareholder*

**I am enclosing the following (tick ✓ whichever is applicable)**

**For shares held in demat form**

Copy of the Client master list featuring bank details registered against the demat account.

**For shares held in physical form**

- Original cancelled cheque leaf bearing the name of the first shareholder or;  
 Bank attested copy of first page of the Bank Passbook/Statement of Account in original and a cancelled cheque  
 Investor Service request Form ISR-1, Form ISR-2 and Form SH 13 (Nomination Form) duly filled as per the instructions stated therein along with supporting documents

**My email id is:**

**Place:**

**Date:**

**My Mobile No. is:**

**Signature of the First named Shareholder**

**Note: Please return this Annexure duly filled in and signed from your registered email address or by way of a letter to Link Intime India Private Limited, Registrar and Share Transfer Agent of the Company on or before 15<sup>th</sup> September, 2024**