

NOTICE FOR THE ATTENTION OF SHAREHOLDERS OF THE COMPANY

TWENTY-THIRD ANNUAL GENERAL MEETING AND INFORMATION ON E-VOTING

The **Twenty-Third Annual General Meeting (“AGM”)** of the Company will be held through Video Conferencing (“VC”)/Other Audio-Visual Means (“OAVM”) on **Friday, 28th July, 2023 at 2:30 p.m.**, without physical presence of the members at a common venue, in compliance with all the applicable provisions of the Companies Act, 2013 and the Rules made thereunder and the Securities and Exchange Board of India (“SEBI”) (Listing Obligations and Disclosure Requirements) Regulations, 2015, read with General Circular No. 14/2020 dated 8th April, 2020, General Circular No. 17/2020 dated 13th April, 2020, General Circular No. 20/2020 dated 5th May, 2020, General Circular No. 02/2021 dated 13th January, 2021, General Circular No. 19/2021 dated 8th December, 2021, General Circular No. 21/2021 dated 14th December, 2021, General Circular No. 2/2022 dated 5th May, 2022 and General Circular No. 10/2022 dated 28th December, 2022 and other applicable circulars issued by the Ministry of Corporate Affairs (“MCA”) and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020, Circular No. SEBI/HO/CFD/CMD2/CIR/P/2021/11 dated January 15, 2021, Circular No. SEBI/HO/CFD/CMD2/CIR/P/2022/62 dated May 13, 2022 and Circular No. SEBI/HO/CFD/PoD-2/CIR/2023/4 dated January 5, 2023 issued by SEBI (“**relevant circulars**”), to transact the business set out in the Notice calling the AGM. Members will be able to attend the AGM only through VC/OAVM. Members participating through the VC/OAVM facility shall be reckoned for the purpose of quorum under Section 103 of the Companies Act, 2013.

In compliance with the relevant circulars, the Notice of the AGM and the link to access Annual Report for the financial year 2022-23 is being sent only through e mail to those Members of the Company whose email addresses are registered with the Company/Depository Participant(s). Detailed instructions for members to join the AGM are given in the Notice of the AGM. The aforesaid documents are also being made available on the Company's website www.sumichem.co.in The Notice of the AGM and the Annual Report is also being forwarded to the Stock Exchanges, i.e., BSE Limited and the National Stock Exchange of India Limited for being hosted on their websites at www.bseindia.com and www.nseindia.com respectively.

Members may send an e-mail request to investor.relations@sumichem.co.in for obtaining Notice of the AGM and the Annual Report through e mail / as hard copy.

The document(s) referred to in the Notice of the AGM are also being made available on the Company's website: www.sumichem.co.in, from the date of despatch of the Notice of the AGM till conclusion of the AGM.

Registration of email ID and Bank Account details

In case the shareholder has not registered his/her/their email address with Link Intime India Private Ltd. – the Company's RTA/Depositories and / or not updated the Bank Account mandate for receipt of dividend; the following instructions should be followed:

(i) Kindly log in to the website of the RTA, www.linkintime.co.in under Investor Services > Email/Bank detail Registration - fill in the details and upload the required documents and submit.

OR - in case of shares held in Demat mode:

(ii) The shareholder may contact the Depository Participant (“DP”) and register the email address and bank account details in the demat account as per the process followed and advised by the DP.

Manner and instructions for remote e-voting and e-voting during AGM

The manner and detailed instructions for remote e-voting, participating in the AGM and e-voting at the AGM are provided in the Notice of the AGM. The Notice of the AGM is being made available on the Company's website. Shareholders are requested to visit the Company's website www.sumichem.co.in to access these details.

Cut-off date for determining eligibility for voting

A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date, i.e., **Friday, the 21st July, 2023** only shall be entitled to avail the facility of remote e-voting or for participation in the AGM and voting through Insta Poll.

Any person, who acquires shares of the Company and becomes a member of the Company after despatch of the Notice and who holds shares as of the cut-off date, may obtain the login ID and password by sending a request to instameet@linkintime.co.in. However, if he/she is already registered with LIPL for remote e-voting then he/she can use the existing User ID and password for casting vote.

The members who have cast their vote(s) by remote e-voting may also attend the AGM but shall not be entitled to cast their vote(s) again at the AGM.

In case shareholders/members have any queries or issues regarding e-voting, they can send an email to instameet@linkintime.co.in or Call on: - Tel : (022-49186175).

Deduction of tax on Dividend

Dividend recommended by the Board of Directors will be paid if approved by the members in the AGM. Dividend will be subject to deduction of tax at source (TDS) as per the provisions of the Income-Tax Act and rules thereunder. M/s. Link Intime India Private Limited, Registrars & Transfer Agents (RTA), have sent communication to shareholders giving general information about TDS on dividend and the procedure for claiming exemption from TDS / lower rate of TDS. The draft of the communication is available on the Company website: www.sumichem.co.in. The said information / the procedure for claiming exemption from TDS is also included by way of a note in the Notice of the AGM. Shareholders are requested to refer to the said communication / note for submitting to the RTA request for exemption from TDS / other documents and information in relation to the TDS.

By Order of the Board of Directors
For Sumitomo Chemical India Limited

Deepika Trivedi
Company Secretary

Place: Mumbai
Date: 28th June, 2023