



Eli Lilly and Company (India) Pvt. Ltd.

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CIN-U24239HR1993PTC034844

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PAN No: AAACE8901F

SHORTER NOTICE FOR THE THIRTIETH (30TH) ANNUAL GENERAL MEETING

Shorter notice is hereby given that the Thirtieth (30th) Annual General Meeting (AGM) of the Members of **Eli Lilly and Company (India) Private Limited** (the "Company") will be held on Friday, 29 September 2023 at 05:30 P.M. (IST) through Video Conferencing ("VC")/ Other Audiovisual Means ("OAVM") to transact the following business:

ORDINARY BUSINESS:

- To consider and adopt the Audited Balance Sheet for the financial year ended on 31 March 2023 the Statement of Profit and Loss and the Cash Flow Statement for the financial year ended on 31 March 2023, together with the Independent Auditors' Report and Board's Report**

In this regard the members of the Company are requested to consider and if thought fit, to pass with or without modification(s), if any following resolution as an **Ordinary Resolution**:

"RESOLVED THAT the audited financial statements of the Company for the financial year 2022-23 comprising the Audited Balance Sheet, Statement of Profit and Loss and Cash Flow Statement along with the notes thereon of the Company for the financial year ended on 31 March 2023, together with the Independent Auditors' Report and Board's Report, be and hereby considered and adopted by the Members of the Company.

RESOLVED FURTHER THAT any Director or Company Secretary of the Company, be and is hereby severally authorised to file the audited financial statements of the Company for the aforementioned period with the concerned Registrar of Companies and/ or Ministry of Corporate Affairs, along with such other forms and returns and to do all such acts, deeds and things and other matters as may be required in this regard."

By Order of the Board
For Eli Lilly and Company (India) Private Limited

Rohan Agarwal | Company Secretary

Membership No.: ACS-057869

**Address: B-62 FF, BPTP Astaire Gardens
Sector 70 A, Gurgaon 122005, Haryana**

Date: 29 September 2023

Place: Gurgaon

NOTES

1. In view of the Covid-19 pandemic, the Ministry of Corporate Affairs ("MCA") has vide its circular dated 05 May 2020 read together with circulars dated 25 September 2023, 28 December 2022, 05 May 2022, 13 January 2021, 08 April 2020 and 13 April 2020 (collectively referred to as "MCA Circulars") permitted convening the Annual General Meeting ("AGM" / "Meeting") through Video Conferencing ("VC") or Other Audio Visual Means ("OAVM"), without the physical presence of the members at a common venue. In accordance with the MCA Circulars, provisions of the Companies Act, 2013 ('the Act') the AGM of the Company is being held through VC / OAVM.
2. Generally, a member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll instead of himself and the proxy need not be a member of the Company. Since this AGM is being held through VC / OAVM pursuant to the MCA Circulars, physical attendance of members has been dispensed with. Accordingly, the facility for appointment of proxies by the members will not be available for the AGM and hence Attendance Slip are not annexed hereto. However, corporate members are required to send to the Company, a certified copy of the Board Resolution, pursuant to section 113 of the Companies Act 2013, authorizing their representative to attend and vote at the Meeting through VC.
3. Since the AGM will be held through VC/ OAVM, the route map of the venue of the Meeting is not annexed hereto.
4. The explanatory statements as per provision of the Companies Act, 2013 is not required to be attached to this notice since there are no special business to be transacted.
5. In compliance with the MCA Circulars, Notice of the AGM along with the Annual Report 2022-23 is being sent only through electronic mode to those Members whose email addresses are registered with the Company.
6. The shareholders may submit in advance the questions on the email address of the Company. Alternatively, the shareholders may pose questions concurrently.
7. The Company will provide VC /OAVM facility to its Members for participating at the AGM. Members attending the AGM through VC / OAVM shall be reckoned for the purpose of quorum under Section 103 of the Act.
8. The Company shall send the Notice to such members whose e-mail ids is registered enabling them to participate in the meeting and cast their votes.

9. All the statutory registers maintained by the Company and the relevant documents referred to in the Notice will be available electronically for inspection by the members during the AGM. All documents referred to in the Notice will also be available electronically for inspection without any fee by the members from the date of circulation of this Notice up to the date of AGM. Members seeking to inspect such documents can send an email to agarwal_rohan@lilly.com.

10. Guidelines for joining AGM through Video Conference (VC)/ Other Audio-Visual Mode (OAVM)-

- The Shareholders can join the VC Meeting by clicking the following attendee link:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_NWl2M2FlZDEtYzA2OSooNGMoLTlmZTMtNjBmOGYxMWF1MWJj%40thread.v2/o?context=%7b%22Tid%22%3a%2218a59a81-eea8-4c30-948a-d8824cdc2580%22%2c%22Oid%22%3a%220ccf98fd-1c67-4c88-87b2-c69112512ce1%22%7d
- The facility for joining the meeting will be available 15 minutes before the start of the Meeting and will be kept open for 15 minutes after the designated time of meeting.
- During the Meeting, where poll on any item is demanded, the members shall exercise their voting right only by sending emails through their email addresses registered with the Company to the email ID of agarwal.rohan@lilly.com if poll is not demanded, the voting will be conducted by show of hands.
- If any of the member has any queries or needs any technical assistance for using the VC facility, the member may get in touch with:

Name: Mr. Rohan Agarwal

Phone No.: 9910644423

Email ID: agarwal.rohan@lilly.com