

Gillette India Limited

(CIN: L28931MH1984PLC267130)

Registered Office: P&G Plaza, Cardinal Gracias Road, Chakala, Andheri (E), Mumbai - 400 099

Website: in.pg.com Tel: (91-22) 2826 6000 • Fax: (91-22) 2826 7337

Investor helpline nos.: 86575 12368/ 86575 00524

NOTICE

NOTICE is hereby given that the Thirty-Eighth Annual General Meeting ("AGM") of the Members of the Company will be held on **Friday, November 18, 2022, at 11.00 a.m.**, through Video Conference ("VC") or Other Audio Visual Means ("OAVM") in compliance with the General Circular numbers 14/2020, 17/2020, 20/2020 the latest being 2/2022 issued by the Ministry of Corporate Affairs (MCA) and Circular number SEBI/HO/CFD/CMD2/CIRP/P/2022/62 issued by the Securities and Exchange Board of India (SEBI) (hereinafter collectively referred to as "the Circulars") without the physical presence of members, at a common venue, in view of continuing social distancing norms, to transact the business set out in the Notice calling the AGM.

In accordance with the General Circular No. 02/2022 issued by MCA and Circular No. SEBI/HO/CFD/CMD2/CIRP/2022/62, the Notice along with Annual Report have been sent in electronic mode to Members on October 22, 2022, who have registered their e-mail addresses with the Company. The copy of the Notice along with the Annual Report is also available on the Company's website: in.pg.com as well as on the websites of BSE Limited at www.bseindia.com and National Stock Exchange of India Limited at www.nseindia.com.

Instructions for joining the AGM through VC are provided in the notice convening the AGM. Participation of members through VC/OAVM will be reckoned for the purpose of quorum for the AGM as per section 103 of the Companies Act, 2013.

All documents referred to in the Notice will also be available for electronic inspection without any fee by the members from the date of circulation of this Notice up to the date of AGM, i.e. November 18, 2022. Members seeking to inspect such documents can send an email to investorgilim@pg.com.

NOTICE is also hereby given that pursuant to Section 91 of the Companies Act, 2013 read with Rules framed there under, the Register of Members and the Share Transfer books of the Company will remain closed from **Saturday, November 12, 2022, to Friday, November 18, 2022 (both days inclusive)**, for the purpose of determining the names of Members eligible for final dividend on Equity Shares, if declared at the 38th AGM.

In compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rules framed there under and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is providing facility of remote e-voting to its Members in respect of the business to be transacted at the AGM. The remote e-voting period commences on **Sunday, November 13, 2022 at 9:00 a.m. and ends on Thursday, November 17, 2022 at 5:00 p.m.** During this period, Members of the Company, holding shares either in physical form or in dematerialised form, as on November 11, 2022, may cast their vote electronically. The e-voting module shall be disabled for voting thereafter. Once the vote on a resolution is cast by a Member, he shall not be allowed to change it subsequently. The Company has appointed M/s. Saraf & Associates, Practicing Company Secretaries, represented by Mr. Kamalax Saraf, Proprietor to act as the Scrutinizer, for conducting the scrutiny of the votes cast.

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, November 11, 2022 only shall be entitled to avail the facility of remote e-voting or for participation at the AGM and voting thereafter. Instructions and procedure for e-voting are set out in the notice of the AGM. Those who have not registered their e-mail addresses, for e-voting may follow the instructions mentioned below:

- In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back) and PAN (self attested scanned copy of PAN card) by email to investorgilim@pg.com
- In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement and PAN (self attested scanned copy of PAN card) to evoting@nsdl.co.in.

In case of any queries, on e-voting, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of www.evoting.nsdl.com or call on toll free no.: 1800-222-990 or send a request to evoting@nsdl.co.in

In line with the Securities and Exchange Board of India ("SEBI") directives, the Company is required to update bank details of the Members of the Company to enable usage of the electronic mode of remittance for distributing dividends and other cash benefits to its Members. In this regard, Members holding shares in electronic form are requested to furnish their bank details to their Depository Participants ("DPs"). Members holding shares in physical form are requested to intimate change, if any, in their bank details by sending duly signed Form ISR-1 alongwith required documents to the Company/Registrar and Share Transfer Agent.

For instructions on joining the AGM, manner of casting vote through remote e-voting or e-voting during the AGM, members are requested to refer to the Notice of the AGM.

Shareholders who would like to express their views/have questions, may register themselves as a speaker by sending their request in advance mentioning their name, demat account number/ folio number, e-mail id, mobile number at investorgilim@pg.com and machado.f.1@pg.com from the date of this notice up to **November 15, 2022 (5:00 p.m. IST)**. Those Members who have registered themselves as a speaker will only be allowed to express their views/ask questions during the AGM. The Company reserves the right to restrict the number of speakers and number of questions depending on the availability of time for the AGM.

Procter & Gam

Registered Office: P&G I

Website: in.pg.com Email: in.pg.com

NOTICE is hereby given that Company will be held on **Tues** or Other Audio Visual Means 14/2020 dated April 8, 2020, 1 2/2022 dated May 5, 2022 SEBI/HO/CFD/CMD2/CIRP/P Board of India (SEBI) (hereinaf

The Annual Report for the F electronic mode to Members o as on October 14, 2022. The Company's website at <https://ir> as on the websites of BSE Lin at www.nseindia.com.

Instructions for joining the AGI of members through VC/OAVI 103 of the Companies Act, 20 Shareholders who would like speaker by sending their requ e-mail id, mobile number at notice upto November 11, 202 speaker will only be allowed to the right to restrict the number All documents referred to in the members from the date of Members seeking to inspect s

In compliance with the provis there under and Regulation 44 Disclosure Requirements) Reg Members in respect of the b commences on Thursday, N 2022 at 5:00 p.m. During this or in dematerialized form, as module shall be disabled for v shall not be allowed to change in his absence Ms. Kumudini E act as the Scrutinizer, for cond

A person, whose name is rec maintained by the depositories entitled to avail the facility of Instructions and procedure fo registered their e-mail address

- In case shares are held in copy of the share certifi AADHAR (self-attested s and investorgphh.im@pg.com)
- In case shares are held digit beneficiary ID), Na (self-attested scanned co to rnt.helpdesk@linkintime

In case of any queries, on for Shareholders and e-voting www.evoting.nsdl.com or call o

Members are requested to re dividends and in this regard:

- Members holding share Depository Participants (
- Members holding shares photocopy of a blank can Transfer Agent, ("RTA"),

For instructions on joining the the AGM, members are reques

Place: Mumbai

Date: October 23, 2022