LUPIN LIMITED

Registered Office & Investors' Services Department
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Dear Member,

Subject: Process and manner for availing remote e-voting facility

Pursuant to the provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the 34th Annual General Meeting (AGM) by electronic means and the business may be transacted through remote e-voting facility. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") is being provided by National Securities Depository Limited (NSDL) at the link https://www.evoting.nsdl.com

The remote e-voting facility will be available during the following period: -

Commencement of remote e-voting	Saturday, July 30, 2016 at 9.00 a.m.
End of remote e-voting	Tuesday, August 2, 2016 at 5.00 p.m.
EVEN (E-voting Event Number)	104152

During the above remote e-voting period, shareholders of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date of Thursday, July 28, 2016, may cast their vote electronically. The remote e-voting module shall be disabled for voting after the remote e-voting period ends. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.

These details and instructions form an integral part of the Notice convening the 34th AGM to be held at Rang Sharda Natyamandir, Bandra Reclamation, Bandra (West), Mumbai – 400 050 on Wednesday, August 3, 2016, at 2:30 p.m.

Please read the following instructions before exercising the remote e-voting.

INSTRUCTIONS FOR REMOTE E-VOTING

1. Open the internet browser and launch the URL: https://www.evoting.nsdl.com
2. Click on **Shareholder – Login**
3. If you are already registered earlier with NSDL for e-voting, no password has been provided overleaf. Please enter your User ID and existing Password and click **Login**. For assistance: contact NSDL through e-mail at evoting@nsdl.co.in or on Toll free no. 1800-222-990.
4. If you are logging in for the first time, please enter your User ID and Password provided overleaf. Click **Login**.
5. **Password Change** menu will appear. Change with the new Password of your choice with minimum 8 digits or characters or a combination of both. (Changing initial Password is mandatory). Please take utmost care to keep your Password confidential.
6. Login to e-voting website will be disabled upon five unsuccessful attempts to key-in the correct password. In such an event, you will need to go through **'Forgot Password'** option available on the website to reset the same.
7. Home page of **e-voting** opens. Click on **e-voting** to activate voting cycles.
8. Select **EVEN (E-voting Event Number) 104152** of Lupin Limited. Once you select the **EVEN**, the **Cast Vote** page will open. Now you are ready for remote e-voting.
9. Voting has to be done for each item of the Notice separately. In case you do not desire to cast your vote on any specific item it will be treated as abstained for that particular item.
10. Cast your vote by selecting your favoured option and click **Submit**. Also click **Confirm** when prompted. Upon confirmation, the message **Vote cast successfully** will be displayed. Please note that once your vote is cast on the selected resolution, it cannot be modified.
11. Institutional members (i.e. members other than individuals, HUF, NRIs, etc.) are required to send a scanned copy

(PDF/JPG format) of the relevant board resolution / authority letter, etc. together with the attested specimen signature of the duly authorized signatory (ies) who are authorized to vote, to the Scrutinizer through e-mail at njbhatia21@gmail.com, with a copy marked to evoting@nsdl.co.in

12. In case of any queries, please refer to the **Frequently Asked Questions (FAQs) for members** and the **e-voting user manual for members** available in the **Downloads** section of https://www.evoting.nsdl.com You can also contact NSDL through e-mail at evoting@nsdl.co.in or on Toll free no 1800-222-990.

GENERAL INSTRUCTIONS

a. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of Thursday, July 28, 2016. Any person, who acquires shares of the Company and becomes its member after dispatch of the Notice and holds shares as of the cut-off date i.e. Thursday, July 28, 2016, may obtain the login ID and password by sending a request at evoting@nsdl.co.in. or to the Company at investorservices@lupin.com

b. You are advised to cast your vote only through one mode (remote e-voting or voting at the AGM). In case you cast your votes through both the modes, votes cast through Remote e-voting shall only be considered and votes cast at the AGM would be rejected.

c. The facility for voting through ballot/polling paper shall also be made available at the AGM venue. The Members who have already cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote at the AGM.

d. Ms. Neena Bhatia, Practicing Company Secretary (Membership No. ACS 11950) has been appointed as the Scrutinizer to scrutinize the remote e-voting and voting process at the AGM in a fair and transparent manner.

e. The Scrutinizer shall after the conclusion of voting at the AGM, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.

f. The Results declared alongwith the report of the Scrutinizer shall be placed on the website of the Company www.lupin.com and on the NSDL website https://www.evoting.nsdl.com and shall also be forwarded to the BSE Limited (BSE) and National Stock Exchange of India Ltd (NSE).

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