

CSD/BSE&NSE/PB/2023-24
February 03, 2024

To
The Manager
Department of Corporate Services
BSE Limited
25th Floor, P. J. Towers,
Dalal Street, Mumbai - 400001

To
The Manager
Listing Department
National Stock Exchange of India Limited
Exchange Plaza, Bandra Kurla Complex
Bandra (E), Mumbai – 400051

Scrip Code: 530239

Scrip Symbol: SUVEN

Dear Sir/Madam,

Sub: Newspaper advertisement – Notice of Postal Ballot

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Pursuant to Regulation 47 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended, please find enclosed the copies of the newspaper advertisement regarding Notice of Postal Ballot of the Company. The advertisements are as appeared on February 03, 2024 in Business Standard and Nava Telangana (Telugu).

The above information will also be hosted on the website of the Company at <https://www.suven.com/postalballot.aspx>

This is for your information and record.

Thanking you,

Yours faithfully,
For **Suven Life Sciences Limited**

Shrenik Soni
Company Secretary
M. No.: F12400
Encl.: as above

Suven Life Sciences Limited

Registered Office: 8-2-334 | SDE Serene Chambers | 6th Floor Road No.5 | Avenue 7
Banjara Hills | Hyderabad – 500 034 | Telangana | India | CIN: L24110TG1989PLC009713
Tel: 91 40 2354 1142/ 3311/ 3315 Fax: 91 40 2354 1152 Email: info@suven.com website: www.suven.com



SUVEN LIFE SCIENCES LIMITED
 Regd Off: 8-2-334, SDE Serene Chambers, 6th Floor, Road No. 5, Avenue 7, Banjara Hills,
 Hyderabad - 500 034, Telangana, India. CIN: L24110TG1989PLCO09713
 Tel: 91 40 2354 1142 / 3311 / 3315 Fax: 91 40 2354 1152
 email: investorservices@suvlen.com website: www.suvlen.com

**POSTAL BALLOT NOTICE FOR THE ATTENTION
 OF MEMBERS OF THE COMPANY**

NOTICE is hereby given that pursuant to Section 108 and 110 of the Companies Act, 2013 ("the Act"), Rule 22 of the Companies (Management and Administration) Rules, 2014 ("the Rules") and other applicable provisions of the Act and the Rules, General Circular Nos. 14/2020 dated April 8, 2020 and 17/2020 dated April 13, 2020 read with other relevant circulars, including General Circular No. 09/2023 dated September 25, 2023, issued by the Ministry of Corporate Affairs ("MCA Circulars"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), Secretarial Standard on General Meetings ("SS-2") issued by the Institute of Company Secretaries of India and other applicable laws, rules and regulations (including any statutory modification(s) or re-enactment(s) thereof for the time being in force and as amended from time to time).

Members of the Company are hereby informed that a Postal Ballot Notice dated January 30, 2024 seeking their approval to the resolution set out in the said Notice has been sent electronically, pursuant to the circulars issued by the Ministry of Corporate Affairs, to the members whose e-mail address is registered with the Company/ KFin Technologies Limited ("KFinTech"), Company's Registrar and Transfer Agent / Depository Participant(s) / Depositories, as on **Friday, January 26, 2024, i.e., the Cut-off Date**. The Company has completed electronic dispatch of the Postal Ballot Notice on Friday, February 02, 2024.

Item No.	Description of the Resolution
1.	SPECIAL RESOLUTION: TO APPOINT DR. VAJJA SAMBASIVA RAO (DIN: 09233939) AS AN INDEPENDENT DIRECTOR

The Postal Ballot Notice is available on the Company's website at www.suvlen.com and on the website of the Stock Exchanges, i.e., BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com, respectively and on the website of KFinTech at <https://evoting.kfintech.com/>. Members who do not receive the Postal Ballot Notice may download it from the above mentioned websites.

The document referred if any, in the Postal Ballot Notice are available for inspection electronically and members seeking to inspect such documents can send an e-mail to investorservices@suvlen.com.

INSTRUCTION FOR E-VOTING

The Company is providing to its members the facility to exercise their right to vote on the resolution proposed in the said Postal Ballot Notice only by electronic means ("e-voting"). **The communication of the assent and dissent of the members would take place through remote e-voting process only.** The Company has engaged the services of KFinTech as the agency to provide e-voting facility. Members can cast their votes during the period mentioned herein below:

Commencement of e-voting:	9:00 a.m. (IST) on Monday, February 05, 2024
End of e-voting:	5:00 p.m. (IST) on Tuesday, March 05, 2024

E-voting will not be allowed beyond the aforesaid date and time and the e-voting module shall be forthwith disabled by KFinTech upon expiry of the aforesaid period.

Manner of e-voting by members holding share in dematerialized mode, physical mode and members who have not registered their e-mail address has been provided in the Postal Ballot Notice. The manner in which persons, who have forgotten the User ID and Password, can obtain / generate the same, has also been provided in the said Notice.

Only a person, whose name is recorded in the Registrar of Members / Register of Beneficial Owners, as on the Cut-off Date, maintained by the Depositories shall be entitled to participate in the e-voting. A person who is not a member as on the Cut-off Date, should treat the Postal Ballot Notice for information purpose only.

Manner of registering /updating e-mail address:

- Members holding shares in physical mode, who have not registered/ updated their e-mail address with the company, are requested to register / update their email address by submitting Form ISR-1 (available on the website of the company at www.suvlen.com) duly filled and signed along with requisite supporting documents to KFinTech at inward_ris@kfintech.com or at Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad - 500032.
- Members holding shares in dematerialized mode, who have not registered / updated their e-mail address with their Depository Participant(s), are requested to register/update their e-mail address with the Depository Participant(s) where they maintain their demat accounts.

The resolution, if approved, shall be deemed to have been passed on the last date of e-voting i.e., **Tuesday, March 05, 2024**. The results of e-voting will be announced on or before Thursday, March 07, 2024, and will be displayed on the Company's website at www.suvlen.com and the website of KFinTech at <https://evoting.kfintech.com/>. The results will simultaneously be communicated to the Stock Exchanges and will also be displayed at the registered office of the Company.

In case of any query on e-voting, members may refer to the 'Help' and 'FAQs' sections / E-voting use manual available through a dropdown menu in the 'Downloads' section of KFinTech's website for e-voting at <https://evoting.kfintech.com/>

Contact details for addressing e-voting queries /grievances, if any:

Mrs. C. Shobha Anand, Dy. Vice President
 KFin Technologies Limited, Selenium Tower B, Plot 31-32, Gachibowli,
 Financial District, Nanakramguda, Hyderabad 500 032,
 E-mail: evoting@kfintech.com; Phone No.: +91 40 6716 2222
 Toll-free No.: 1800-309-4001.

Hyderabad, February 02, 2024 By order of the Board of Directors
SUVEN LIFE SCIENCES LIMITED

Sd/-
Shrenik Soni
 Company Secretary
 M. No.: F12400

