



**Godavari Biorefineries Ltd**

**Date : 4<sup>th</sup> September, 25**

**To  
The Manager,  
Listing Department,  
National Stock Exchange of India Limited,  
Exchange Plaza, C-1 Block G,  
Bandra - Kurla Complex, Bandra (East),  
Mumbai - 400 051  
Trading Symbol: GODAVARIB**

**To  
The Manager,  
Listing Department,  
BSE Limited,  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai - 400 001  
Scrip Code: 544279**

Dear Sir/Madam,

**Subject: -Letter to Shareholders – Intimation under Regulation 30 read with Schedule III of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”)**

In compliance with Regulation 36(1)(b) of the SEBI Listing Regulations, the Company is dispatching a letter to Members whose e-mail addresses are not registered with the RTA/Depository Participants.

The said letter provides the weblink where complete details of the Annual Report for the Financial Year 2024-25 is available on the Company’s website. A copy of the letter is enclosed herewith for your records. This intimation is also being uploaded on the website of the Company and can be accessed at <https://www.godavaribiorefineries.com/our-company-investors>. We request you to take the above on record.

This is for your information and records.

Thanking you,  
Yours faithfully,  
**For Godavari Biorefineries Limited**

**Swarna Gunware  
Jt. Company Secretary  
A 32787  
Email ID: investors@somaiya.com**

# GODAVARI BIOREFINERIES LIMITED

CIN: L67120MH1956PLC009707

Regd. Off. : Somaiya Bhavan, 45/47, M G Road, Fort, Mumbai - 400001

Website: [www.godavaribiorefineries.com](http://www.godavaribiorefineries.com), Email: investors@somaiya.com, Tel.: 022-61702100

Sub.: Notice of 70<sup>th</sup> Annual General Meeting (AGM) of Godavari Biorefineries Limited and Annual Report for the Financial Year 2024-25.

We are pleased to inform you that the **70<sup>th</sup> Annual General Meeting** ('AGM') of the Members of Godavari Biorefineries Limited ('the Company') is scheduled to be held on **Tuesday, 30<sup>th</sup> September, 2025 at 11.30 A.M (IST)** through Video Conferencing (VC) facility / Other Audio Visual Means (OAVM).

As per Regulation 36 (1) (b) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, ('SEBI Listing Regulations, 2015'), as amended, the web-link, including the exact path, where complete details of the Annual Report are available is required to be sent to those member(s) who have not registered their email address(es) either with the Company or with any Depository or MUFG Intime India Private Limited (Formerly Link Intime India Private Limited), Registrar & Share Transfer Agent (RTA) of the Company.

Accordingly, the web-link, including the exact path where complete details of the Annual Report for the Financial Year 2024-25 are available at:

Website: [www.godavaribiorefineries.com](http://www.godavaribiorefineries.com)

Path of Annual Report 2024-25:

[https://godavaribiorefineries.com/sites/default/files/Godavari\\_Biorefineries\\_Ltd\\_Annual\\_Report\\_2024-25.pdf](https://godavaribiorefineries.com/sites/default/files/Godavari_Biorefineries_Ltd_Annual_Report_2024-25.pdf)

This letter is being sent to those member(s) who have not registered their email address(es) either with the Company or with any Depository or RTA of the Company as on the cut-off date as on 29<sup>th</sup> August, 2025.

This is also a reminder to update KYC details pursuant to SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, and to dematerialise physical securities. The circular issued by SEBI mandates all the listed companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and choice of Nomination of security holders holding securities in physical mode. While updating Email ID is optional, the security holders are requested to register email id also to avail online services. This is applicable for all security holders holding securities in physical mode.

The formats for choice of Nomination and Updation of KYC details viz; Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and SEBI circulars are available on our website as mentioned below:

<https://www.in.mpms.mufig.com> > Resources > Downloads > KYC > Formats for KYC.

The aforesaid SEBI Circular also mandates that security holders holding in physical mode whose folios do not have PAN, Choice of Nomination, Contact details, Bank Account details and Specimen Signature

updated, shall be eligible for any payment including dividend, interest or redemption payment in respect of such folios, only through electronic mode with effect from April 1, 2024.

Should you have any queries, please feel free to contact our investor relations department at investors@somaiya.com or 022-61702100.

Moreover, you are also requested to update your e mail address at the earliest either through your depository participants for electronic holding or send a communication to us / our RTA to facilitate the updation to continue receiving all important information & documents thereafter and encourage Green Initiative.

Thanking you,

Yours faithfully,

**For Godavari Biorefineries Limited**

**Samir S. Somaiya**

**Chairman and Managing Director**

**DIN - 00295458**