

Dear Investors,

SEBI vide its circulars SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 and SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021 has notified common and simplified norms for processing investor's service request by the Registrars and Transfer Agents (RTAs) and norms for furnishing Permanent Account Number ("PAN"), Know Your Client ("KYC") details and Nomination. Key highlights of the circular are as under:

All holders of physical securities of the Company are mandatorily required to furnish the following documents / details to the Company's RTA i.e. MAS Services Limited ("MASSERV"):-

- a. PAN
- b. Nomination
- c. Contact Details
- d. Bank Account details
- e. Specimen Signature

Investors shall submit **Form ISR-1** to MAS Services for updating PAN and other KYC details.

In case of mismatch in the signature of the holder in the records of MAS Services, the investor shall furnish original cancelled cheque and banker's attestation of the signature as per **Form ISR-2**.

Investors shall continue to use **Form SH-13** and **Form SH-14** for declaration of nomination and change in nomination respectively. However, in case investor wants to opt-out of nomination, **Form ISR-3** shall be filed.

Investors are requested to ensure the above details are updated with MAS Services before April 1, 2023, since folios for which the above details are not available thereafter shall be frozen.

Form	Description	Download Link
Form ISR-1	Request for registering PAN, KYC details or changes / updation thereof	https://www.mpsinfotec.com/investors_zone.html Under heading Code of Conduct
Form ISR-2	Confirmation of Signature of securities holder by the Banker	https://www.mpsinfotec.com/investors_zone.html Under heading Code of Conduct
Form ISR-3	Declaration Form for Opting-out of Nomination by holders of physical securities in Listed Companies	https://www.mpsinfotec.com/investors_zone.html Under heading Code of Conduct
Form SH-13	Nomination form	https://www.mpsinfotec.com/investors_zone.html Under heading Code of Conduct
Form SH-14	Cancellation or Variation of Nomination	https://www.mpsinfotec.com/investors_zone.html Under heading Code of Conduct