

Transfer of Shares

Pursuant to the Notification No. SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018 of the Securities and Exchange Board of India (SEBI) for amendment of the provisions of Regulation 40 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, transfer of shares held in physical form by a shareholder will not be possible **with effect from 5th December, 2018**; this restriction, however, shall not be applicable in case of transmission or transposition of shares.

In view of the regulatory requirements referred to above, in the event you wish to transfer any shares of the Company held in physical form you will not be able to do so after 4th December, 2018. You may therefore, in your own interest, get such shares dematerialised.

For ease of reference, the procedure of dematerialisation of shares is also provided herein below

Step 1 :

Shareholder surrenders the share certificate(s) along with the Dematerialisation Request Form (DRF) to his/her Depository Participant (DP) with whom he/she maintains a demat account.

Step 2 :

The DP defaces the share certificate(s) and records the dematerialisation request in the Depository system after necessary verification.

Step 3 :

The DP submits the share certificate(s) along with the DRF to the Registrar and Transfer Agents of the Company.

Step 4 :

The RTA, after necessary verification of the dematerialisation request, processes and confirms the same in the Depository System and updates all relevant records.

Note: In the event of any discrepancy in the dematerialisation request, RTA sends an appropriate communication to the DP, for rectification of such discrepancy.

Step 5 :

The shares, upon confirmation of the dematerialisation request by RTA, are credited to the demat account of the shareholder electronically through the Depository System.