

A. Compulsory furnishing of PAN, KYC Details, and Nomination

Regulation: SEBI has mandated all holders of physical securities in listed company to furnish the following documents / details to the Registrar and Share Transfer Agent ('RTA'):

- PAN;
- Nomination (for all eligible folios);
- Contact details (Postal address with PIN, Mobile number, E-mail address);
- Bank account details (bank name and branch, bank account number, IFSC code); and
- Specimen signature.

Actionable: In case any of the aforesaid information/documents are not provided earlier, the holders of physical shares of the Company are required to furnish the same to the Company's RTA, KFin Technologies Limited, in the manner as provided herein below:

Sr. No.	Particulars	Forms to furnish details
1	PAN	Form No. ISR-1
2	Address	
3	Email address	
4	Mobile Number	
5	Demat Account details	
6	Bank Account details i.e. Account No., Bank Name, Branch Name & IFS Code	
7	Confirmation of Signature of securities holder by Banker	Form No. ISR-2
8	Nomination details	Form No. SH-13
9	Declaration to opt outnomination	Form No. ISR-3
10	Cancellation or Variation of Nomination	Form No. SH-14

These self-attested documents along with Forms can be sent directly to the RTA in any of the following manner at the RTA address available on the Company's website under 'Investor Relations Contact Details'.

B. Any service request shall be entertained or grievance can be lodged only upon registration of the PAN, Bank Account details, contact details and Nomination

SEBI has advised the investors to lodge any service request (i.e. name deletion, duplicate issue of share certificate, transposition of names, transmission etc.) with the RTA only after furnishing the complete furnishing of KYC details mentioned in point no. 'A' above.

Actionable: Shareholders are requested to provide the KYC details in the specified format along with duly filed in and attested supporting documents, before lodging service requests with the RTA.

The KYC documents can be sent directly to the RTA in any of the following manner at the RTA address available on the Company's website under 'Investor Relations Contact Details':

Modes for submission of Documents/Information-Through any-one of the following modes:		
Through ‘In Person Verification’ (IPV)	Through Post	Through Electronic Mode with e-sign
The authorized person of the RTA shall verify the original documents furnished by the investor and retain copy (ies) with IPV stamping with date and initials.	Self-attested hard copies of all necessary	In case the email address is already registered with RTA, the Shareholder(s) may send the scanned copies of their KYC documents/service requests with e-sign at RTA’s email-id cinward.ris@kfintech.com with the subject line: UNIT: Finolex Industries Limited
		Note: *E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-Sign user. The holder/claimant may approach any of the empanelled e-Sign Service Providers, details of which are available on the website of Controller of Certifying Authorities (CCA), Ministry of Communications and Information Technology (https://cca.gov.in/) for the purpose of obtaining an e-sign.

C. Operative PAN-Aadhaar shall be accepted by RTA; i.e. from June 30, 2023 or any other date as may be specified by the CBDT, RTAs shall accept only operative PAN (i.e., linked with Aadhaar number)

Regulation: SEBI has advised RTA’s to accept only operative PANs (i.e. PAN linked with AADHAAR) from **June 30, 2023**.

Actionable: Shareholders are advised to provide the operative PAN only to the RTA while furnishing the KYC details, else inoperative PAN shall be not be accepted by the RTA and RTA may use its ‘Online PAN Bulk Verification’ (PBV) facility, to check the PAN status.

D. Mandatory Freezing of Folios as per SEBI Circular:

- **July 01, 2023** (or any other date as may be specified by the CBDT): - Folio in which PAN is not linked with AADHAAR shall be frozen, as mandated by SEBI.
- **October 01, 2023:** - KFin Technologies Limited, RTA shall freeze the folios wherein any of the document/details, i.e., PAN, Nomination, and KYC details Including Contact details, Bank account details, and Specimen Signature and are not available, as mandated by SEBI.

Implications:

Impact on RTA Services: -

October 1, 2023: - The security holder(s) whose folio(s) have been frozen shall be eligible to lodge grievance or avail any service request from the RTA only after furnishing PAN, Nomination and KYC details including Contact details, Bank account details and Specimen Signature.

- **Impact on entitlements:** - Frozen folios shall be eligible for any payment including dividend, interest or redemption payment in respect of such frozen folios, only through electronic mode with effect from **April 01, 2024**.
- **Regulatory Reporting:** - Securities in the frozen folios shall be referred by the RTA/Bank to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and/or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on **December 31, 2025**.

Actionable:

- Accordingly, as mandated by SEBI Circular, in order to avoid freezing of folios, holders of physical securities of the Company are requested to update the following details / documents with Kfin Technologies Limited, RTA of the Company, immediately.
- Valid PAN
- KYC Details (Postal address with PIN, Mobile number, E-mail address, Bank account details, Specimen signature)
- Nomination details;
- Linking of PAN with AADHAAR number by following the link <https://eportal.incometax.gov.in/iec/foervices/#/pre-login/bl-link-aadhaar>
- Alternatively, in order to avoid freezing of their folios, holders of physical securities of the Company may get their shares dematerialized.

For further information please refer to SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 available on Company's website at: https://www.finolexpipes.com/site/assets/files/19691/sebi_circular_on_common_and_simplified_norms.pdf