

EVEREADY INDUSTRIES INDIA LTD.

CIN: L31402WB1934PLC007993

Registered Office: 2 Rainey Park, Kolkata – 700 019

Tel :033-2455 9213, 033-2486 4961; Fax: 033- 2486 4673;

Email: investorrelation@eveready.co.in; Website: www.evereadyindia.com

FOR THE ATTENTION OF EQUITY SHAREHOLDERS OF THE COMPANY
HOLDING SHARES IN PHYSICAL FORM

February 23, 2023

SI No. 1

254810

MRS SUMITRA DEVI

QR NO EM-66

BASANTI COLONY

ROURKELA

DIST SUNDARGARH (ORISSA)

PIN :

Dear Member,

Sub:-Norms for furnishing PAN, KYC details and Nomination

Ref:- SEBI Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 Dated November 03,2021
read together with SEBI Circular No. SEBI/HO/MIRSD RTAMB/P/CIR/2021/687 dated
December 14, 2021 (the "SEBI Circulars")

We draw your kind attention to our communication dated December 21, 2021 advising you that vide the above mentioned Circulars, the Securities and Exchange Board of India (SEBI) has standardized, simplified and made common, norms for processing investor service requests and has mandated, inter alia, the following norms to be followed:

- Furnishing of PAN, KYC details and Nomination by holders of physical securities.
- Compulsory linking of PAN and Aadhaar by holders of physical securities.
- Freezing of folios without valid PAN, KYC details and Nomination.

The said SEBI Circulars came into effect from January 1, 2022 and you were advised to link your PAN and Aadhaar urgently and furnish your PAN, KYC details and Nomination to the Registrar & Share Transfer Agents (RTA) of the Company, Maheshwari Datamatics Pvt Ltd., 23 R.N. Mukherjee Road, 5th Floor, Kolkata – 700001.

We had also advised you as follows:

Linking of PAN with Aadhaar

We had requested you to link your PAN and Aadhaar by March 31, 2022 or any other date as may be specified by the Central Board of Direct Taxes (CBDT). The RTA would then verify that the PAN in the existing folios are valid i.e. whether it is linked to the Aadhaar number of the holder and accept only valid PANs.

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Freezing of Folios

We had also advised you that the folios wherein any one of the cited documents/details are not available on or after April 01, 2023, or in which PANs is/are not valid as on the notified cut-off date of March, 31, 2022 or any other date as may be specified by the CBDT, shall be frozen by the RTA, till the furnishing of the complete documents/details as aforesaid.

The CBDT has since extended the date for linking of PAN and Aadhar till March 31, 2023.

Accordingly, the folios wherein any one of the cited documents/details are not available on or after April 01, 2023, or in which PANs is/are not valid as on the notified cut-off date of March, 31, 2023 or any other date as may be specified by the CBDT, shall be frozen by the RTA, till the furnishing of the complete documents/details as aforesaid.

As on date, the complete documents/details with respect to the shares held by you in the Company are not available in the database of the Registrar and Share Transfer Agent (RTA) of the Company, we request you to kindly furnish the same to the RTA immediately to avoid the freezing of your Folio with effect from April 01, 2023.

In order to enable you to furnish the requisite details, as mandated, so as to avoid freezing of your Folios, you may kindly download the KYC Forms available on the website of the Company at www.evereadyindia.com or the website of the RTA at www.mdpl.in.

Please print and send the Forms complete in all respect attaching herewith documents self-attested by you. Please note that Forms ISR-1 and ISR-2 are mandatory and ISR-3 or SH-13 may be filled and submitted as per your choice.

Linking of PAN with Aadhaar

Please link your PAN and Aadhaar immediately on receipt of this communication and not later than March 31, 2023 or any other date as may be specified by the Central Board of Direct Taxes (CBDT). The RTA shall verify that the PAN in the existing folios are valid i.e. whether it is linked to the Aadhaar number of the holder and accept only valid PANs.

Freezing of Folios

The folios wherein any one of the cited documents/details are not available on or after April 01, 2023, or in which PANs is/are not valid as on the notified cut-off date of March, 31, 2023 or any other date as may be specified by the CBDT, shall be frozen by the RTA, till the furnishing of the complete documents/ details as aforesaid.

Self Attestation

For all service request, except transmission, copies of documents that are submitted in hard copy shall be processed by the RTA only if the same is self-attested by the holder(s), with date.

You are therefore requested to take early action from your end and return the documents as mentioned above, duly filled up and completed in all respects along with related documents as stated therein, duly self-attested, as soon as possible to the RTA. Please note that in the terms of the above requirement, till the PAN, KYC and Nomination documents/details etc. are received, the RTA shall not be able to process any service requests or complaints received from the holder(s)/claimant(s).

For any clarifications you may please feel free to contact Mr. Ravi Bahl of Maheshwari Datamatics Pvt Ltd, RTA of the Company at 033 2248 2248, 2243 5029, 2231 6839.

Yours faithfully,

For Eveready Industries India Ltd.

Sd/-

Tehnaz Punwani

Vice President- Legal & Company Secretary