

Orient Abrasives Limited

(CIN No.: L24299MH1971PLC366531)

Regd. Office: Lawrence & Mayo House, 3rd Floor, 276, D.N. Road, Fort, Mumbai – 400 001, Maharashtra.

Tel.No.: + 91- 22-66221700, Fax: +91-22-22074452

Website: www.orientabrasives.com, Investors Relations E-mail ID: investor@oalmail.co.in

Date:

To

Dear Shareholder(s),

RE: UPDATION OF PAN, KYC, NOMINATION AND BANK DETAILS ETC.

Your attention is drawn to the SEBI Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated 3rd November, 2021 (read with clarification issued on 14th December 2021), wherein it has been decided by the SEBI to mandatorily update the PAN, KYC, Nomination details, Bank details, Contact details and Specimen Signature of all shareholders holding shares in physical form and compulsory linking of PAN with Aadhaar No. by all shareholders.

In the said circular, SEBI has also stipulated that if the shareholders holding shares in physical mode do not update the PAN, KYC and Nomination details or these details are not made available to **the Company / its Registrar and Share Transfer Agents (RTA) by 31st March, 2023, then such folios shall be frozen by RTA on or after 1st April, 2023 (or any other date as may be notified) as per the directive issued by SEBI. Also, the folios in which PAN is not linked to Aadhaar as on 31.03.2022 or any other date as may be specified by the Central Board of Direct Taxes will also be frozen by the RTA.**

Please further note that w.r.t. securities in the frozen folios -

- any service request will be entertained by the RTA only upon registration / updation of PAN, KYC and Nomination details
- the frozen folios shall be eligible for any payment including dividend, interest or redemption payment only through electronic mode upon complying with the requirements stated herein (or as per other directive of SEBI)
- the frozen folios shall be referred by RTA / Company 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.

Therefore, you are requested to comply with the following procedure to avoid any freezing of folios:-

1. First link your PAN with Aadhaar latest by 31st March, 2022. Update the valid PAN, KYC in **Form ISR-1** and Nominations details in **Form SH-13** with RTA latest by 31st March, 2023.
2. If you want to register / update the signature in the Company/RTA records, then submit Form **ISR-2** duly verified by your Bank.
3. In case you do not wish to nominate any person with whom shall vest, all the rights in respect of such shares in the event of your death, you shall file '**Declaration to Opt-out**' in **Form ISR-3** with our RTA.
4. If you want to change / cancel the existing nomination, then submit (a) **Form SH-14** for change in the nomination details; (b) **Form SH-14 and Declaration to Opt-out in Form ISR-3** for cancellation of existing nomination.
5. Submit Bank Account details (Name of Bank with Branch address, account number, IFS Code) to our RTA.
6. Submit Contact Details i.e, Postal address with PIN, Mobile Number and Email Address to our RTA. (**You are requested to kindly update your Email Id and Mobile No. with our RTA for records as well as for receiving communication by electronic means.**)

Copies of all the aforementioned Forms are enclosed herewith and are also available on the website of the Company.

All shareholders, who have not yet dematerialized their shares, are also advised to get their shares converted into demat / electronic form.

Please note the following **contact details of our RTA** to enable you to submit your PAN/KYC/Nomination/Bank details etc.:

SKYLINE FINANCIAL SERVICES PRIVATE LIMITED (Unit: Orient Abrasives Limited)

Address: D-153/A, 1st Floor, Okhla Industrial Area, Phase -I, New Delhi – 110020.

Phone: 011-40450193 to 197 & 26812682-83, E-mail: parveen@skylinerta.com, website: www.skylinerta.com

Thanking you,

For Orient Abrasives Limited

s/d

Company Secretary