

**SEBI CIRCULAR NO. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 DATED
NOVEMBER 3, 2021**

The Securities and Exchange Board of India (SEBI) vide its circular no. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 (SEBI Circular) has prescribed Common and Simplified Norms for processing service request of investors holding shares in physical form and norms for furnishing PAN, KYC details and Nomination.

In terms of the said circular, the folios wherein certain details like PAN, nomination, mobile number or email address are not available, **are required to be freeze with effect from April 1, 2023.**

Further, SEBI vide its circular dated December 14, 2021 has provided Clarifications with respect to Circular dated November 03, 2021.

In this connection, the Company has sent a letter to the concerned shareholders holding shares in physical form requesting them to submit their KYC details by submitting duly filled in Form ISR-1 along with relevant supporting documents as may be applicable.

On receipt of the said documents and its verification, the RTA would update the requested details in its records.

The link for downloading the Form ISR-1, Form ISR-2, Form ISR-3, Form SH-13 and Form SH-14 in fillable mode are provided below.

[Format for KYC Compliance for Shareholders](#)

Please find below the electronic interface for submitting the forms to our RTA:

[RTA – Electronic interface for KYC Compliance](#)