



# The Sandur Manganese & Iron Ores Limited

Registered Office: 'Satyalaya', Door No.266 (Old No.80), Behind Taluka Office, Ward No.1,  
Sandur, Ballari District, Karnataka -583 119

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CIN: L85110KA1954PLC000759

## KIND ATTENTION: HOLDERS OF PHYSICAL SHARES

**Sub.: Mandatory furnishing of PAN, KYC details and Nomination by holders of physical securities**

**Ref.: SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_PoD-1/P/CIR/2023/37 dated 16 March 2023**

This is with reference to the aforesaid circular from SEBI subjecting 'Common and simplified norms for processing investor's service requests by RTAs and norms for furnishing PAN, KYC details and Nomination'. Pursuant to this circular dated 16 March 2023:

- SEBI has made it mandatory to furnish PAN, nomination, contact details (present address, email address and mobile number), bank account details and specimen signature by holders of physical securities;
- Shareholders holding shares in physical mode are requested to ensure that their PAN is linked to Aadhar by **31 March 2023** or any other date as may be specified by the Central Board of Direct Taxes to avoid freezing of folio;
- The Registrar and Transfer Agent (RTA) shall not process any service requests or complaints received from the holder(s) / claimant(s), till PAN, KYC and Nomination documents/details are received.

### Freezing of Folios without PAN, KYC details and Nomination:

- Folios wherein any one of the said documents / details are not available **on or after 1 October 2023**, shall be frozen and you will be eligible to lodge grievance or avail service request from the RTA only after furnishing the complete documents/ details as mentioned in the circular. Further, you shall not be eligible for receipt of dividend in physical mode **after 1 April 2024**.
- **After 31 December 2025**, 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.

In view of the above, shareholders holding shares in physical form are requested to send self-attested copy of valid PAN card (linked with Aadhar) or latest demat account CML copy duly attested by Depository Participant, KYC details duly mentioned in Form ISR-1 (mobile number and email id are mandatory), Form ISR-2 and Nomination Form (SH-13) immediately to the Company's RTA i.e. M/s. Venture Capital and Corporate Investments Private Limited by post or courier. The required forms (ISR-1, ISR-2, SH-13 etc.) can be download from [www.sandurgroup.com](http://www.sandurgroup.com) / [www.vccipl.com](http://www.vccipl.com) (as detailed below) or softcopy of the form can be obtained by sending a request mail to [investors@sandurgroup.com](mailto:investors@sandurgroup.com) / [investor.relations@vccipl.com](mailto:investor.relations@vccipl.com).

Sl. No.	Particulars	Please furnish details in
1	PAN, Address, Email address, Mobile Number, Demat account details and Bank account details	Form ISR-1 Click the below link to download <a href="https://sandurgroup.com/downloads/Form-ISR-1.pdf">https://sandurgroup.com/downloads/Form-ISR-1.pdf</a> or <a href="https://www.vccipl.com/sebipdf/Form%20ISR-1.pdf">https://www.vccipl.com/sebipdf/Form%20ISR-1.pdf</a>



2	Specimen Signature	Form ISR-2 Click the below link to download <a href="https://sandurgroup.com/downloads/Form-ISR-2.pdf">https://sandurgroup.com/downloads/Form-ISR-2.pdf</a> or <a href="https://www.vccipl.com/sebipdf/Form%20ISR-2.pdf">https://www.vccipl.com/sebipdf/Form%20ISR-2.pdf</a>
3	Nomination details	Form SH-13 Click the below link to download <a href="https://sandurgroup.com/downloads/Form-No-SH-13.pdf">https://sandurgroup.com/downloads/Form-No-SH-13.pdf</a> or <a href="https://www.vccipl.com/sebipdf/Form%20SH-13.pdf">https://www.vccipl.com/sebipdf/Form%20SH-13.pdf</a>
4	Declaration to opt out nomination*	Form ISR-3 Click the below link to download <a href="https://sandurgroup.com/downloads/Form-ISR-3.pdf">https://sandurgroup.com/downloads/Form-ISR-3.pdf</a> or <a href="https://www.vccipl.com/sebipdf/Form%20ISR-3.pdf">https://www.vccipl.com/sebipdf/Form%20ISR-3.pdf</a>
5	Cancellation or Variation of Nomination	Form SH-14 Click the below link to download <a href="https://sandurgroup.com/downloads/Form-No-SH-14.pdf">https://sandurgroup.com/downloads/Form-No-SH-14.pdf</a> or <a href="https://www.vccipl.com/sebipdf/Form%20SH-14.pdf">https://www.vccipl.com/sebipdf/Form%20SH-14.pdf</a>

*\*In case you are opting out for giving nomination, then submit ISR-3 only and SH-13 need not be submitted.*

The shareholders holding shares in physical mode are requested to forward the duly filled in documents along with the related proofs as mentioned in the respective forms to the following address:

*Venture Capital and Corporate Investments Private Limited,  
[Category-I Registrar & Share Transfer Agent]  
"AURUM", D No.4-50/P-II/57/4F & 5F, 4<sup>th</sup> & 5<sup>th</sup> Floors, Plot No.57, Jayabheri Enclave Phase – II,  
Gachibowli, Serilingampally, Hyderabad – 500 032. Ranga Reddy Dist., Telangana  
Landline: 040-23818475/476*

The copies of the documents, duly e-signed on the forms along with related proofs, may also be mailed through your registered email id with the RTA at the mail id **investor.relations@vccipl.com**.

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.

Kindly get in touch with the Company/RTA for any clarifications in this regard.

Thanking you,

Yours faithfully,

Yours faithfully,  
The Sandur Manganese & Iron Ores Limited

Bijan Kumar Dash  
Company Secretary & Chief Compliance Officer

