

POWER GRID CORPORATION OF INDIA LIMITED

(A Government of India Enterprise)

CIN: L40101DL1989GOI038121

Regd. Off.: B-9, Qutab Institutional Area, Katwaria Sarai, New Delhi- 110016 Phone. No. 011-26560112, Fax: 011-26601081
Corp. Off.: "Saudamini", Plot No.-2, Sector-29, Gurgaon, Haryana-122002 Phone No.: 0124-2822000, 2823000, Fax:0124-2571969
Website: www.powergridindia.com, Email ID: investors@ powergrid.co.in

Date: 13-12-2019

Ref :Folio No./ DP ID- Client ID No.: 1201060000336881

FOR IMMEDIATE ATTENTION & URGENT ACTION BY SHAREHOLDERS

Dear Shareholder(s),

Sub.: Transfer of Equity Shares of the Company to the Investor Education and Protection Fund Suspense Account.

We would like to inform you that dividend declared by the Company from time to time was remitted either electronically or by sending dividend warrants to the registered address of the eligible shareholders. In case of any unpaid/unclaimed dividend, we have sent reminders periodically and also regularly uploaded details of such unpaid/unclaimed dividends on our website and also on the website of the Ministry of Corporate Affairs, before transferring to Investor Education Protection Fund.

As per Section 124(5) of the Companies Act, 2013, any unpaid or unclaimed dividends which remain unpaid/unclaimed for a period of seven consecutive years are required to be transferred to Investor Education and Protection Fund (IEPF) established by Central Government. Pursuant to provisions of Section 124(6) all shares, in respect of which unpaid or unclaimed dividend has been transferred to IEPF, shall also be transferred to IEPF Suspense Account.

Ministry of Corporate Affairs has notified "Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) IEPF (AATR) Rules, 2016" effective from September 7, 2016. **The said Rules, amongst other matters, contain provisions for transfer of all shares in respect of which dividend has not been paid or claimed for last seven consecutive years or more, to IEPF Suspense Account.**

As per our records, it is observed that you have not encashed any warrant/cheque by which dividend was paid/remitted by the Company for seven consecutive years. We are furnishing below the unpaid/unclaimed dividend payments:

Warrant No.	Warrant date	Amount Rs.
14103436	10/10/2013	160
15102124	19/03/2014	178
16058273	09/10/2014	183
17049402	19/03/2015	97
18050059	06/10/2015	183
19044279	16/02/2016	112
20043889	06/10/2016	211
21045237	02/03/2017	140
22040671	04/10/2017	469
23034627	15/02/2018	343
24027808	26/09/2018	392
25028800	22/03/2019	816.2

We request you to immediately make an application to **KFin Technologies Pvt. Ltd., Registrar and Transfer Agents of the Company on or before 12th March, 2020**. In case you fail to claim the above dividend, all your shares (whether held in physical or electronic form) will be transferred by the Company to IEPF Suspense Account. The unpaid/unclaimed final dividend up to Financial Year 2011-12 have already been transferred to IEPF.

As per "Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) (IEPF (AATR) Rules, 2016", shares held in physical form and in respect of which dividend remain unpaid/unclaimed for a period of seven consecutive years, are also liable to be transferred to IEPF Suspense Account, by issuing duplicate share certificates and upon issue of such duplicate share certificates, the original share certificate(s) will be deemed cancelled and can not be transferred.

The shareholders may further note that the details of all such shareholders has been uploaded by the Company on its website in this regard and the same shall be deemed as adequate notice in respect of issue of duplicate share certificate(s) by the Company for the purpose of transfer of shares to the IEPF Suspense Account pursuant to IEPF (AATR) Rules, 2016. In case shares are held in demat form and are liable to be transferred to IEPF Suspense Account, the Company will give Delivery Instruction Slip to the Depository Participant, for transfer of shares to IEPF Suspense Account.

However, Shareholders may please note that they can make claim from IEPF Authority both unclaimed dividend and the shares transferred to IEPF Suspense Account after following the procedure, prescribed in the IEPF (AATR) Rules.

In case we do not hear anything from you on this intimation letter by **12th March, 2020**, we shall, as per the requirements of IEPF (AATR) Rules, 2016 transfer the shares to IEPF Suspense Account as per procedure stipulated in the Rules, without any further notice. **Please note that no claim shall lie against the Company in respect of unclaimed dividend amount and against the shares once the same are transferred to IEPF Authority pursuant to Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016.**

Pursuant to SEBI (LODR) (Fourth Amendment) Regulations, dated 8th June, 2018, requests for effecting transfer of securities in physical form shall not be processed unless the securities are held in dematerialized form with a Depository. Hence, Shareholders are requested to dematerialize their physical holding for any further transfer.

The IEPF Rules and the application form (Form IEPF-5), as prescribed by the Ministry of Corporate Affairs, are available on the website of the Company at www.powergridindia.com and also on the website of the Ministry of Corporate Affairs at www.iepf.gov.in.

Please feel free to contact the Company/ **KFin Technologies Pvt. Ltd.** in case you have any queries at their following address / email / telephone number.

Power Grid Corporation of India Limited Company Secretary & Compliance Officer "Saudamini", Plot No. 2, Sector-29, Gurgaon, Haryana-122002. Telephone No. 0124-2571969 Email: investors@ powergrid.co.in	KFin Technologies Private Limited. Unit: Power Grid Corporation of India Limited Selenium Tower B, Plot No. 31-32, Financial District, Nanakramguda, Hyderabad - 500032 Toll Free No.: 18003454001
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Thanking you,

Yours faithfully,

For **Power Grid Corporation of India Limited**

Sd/-

Divya Tandon

Company Secretary