

Ref No: NSE/CML/2018/29

September 17, 2018

The Company Secretary  
All Listed Companies

Dear Madam/Sir,

**Subject: Amendment to Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 with respect to mandatory dematerialization for transfer of securities- Clarification**

This has reference to Gazette notification issued by SEBI on June 8, 2018 notifying SEBI (LODR) 4<sup>th</sup> amendment Regulation, 2018, regarding mandatory dematerialization for transfer of securities.

Pursuant to the aforesaid amendment to SEBI (LODR) Regulation, 2015 Listed Companies and their Registrars and Transfer Agents (RTAs) are advised to ensure that shares which are lodged for transfer are mandatorily in dematerialized form with effect from December 05, 2018.

As Advised by SEBI, Exchange vide circular dated July 9, 2018 ref no. NSE/CML/2018/26, advised listed companies to put in place a mechanism in order to spread awareness about the proposed change including sending letter under Registered/Speed post to the holders of physical certificates.

As clarified by SEBI now, listed entities may be permitted to send initial letter along with its Annual Report and / or notice of Annual General Meeting and subsequent two reminders may be sent by other modes including ordinary post / courier.

You are requested to take a note of aforesaid clarification and comply.

Yours faithfully,  
For National Stock Exchange of India Limited

Kautuk Upadhyay  
Chief Manager