**DELTA MANUFACTURING LTD.**
*(Formerly known as Delta Magnets Limited)*

DMG
DELTA MANUFACTURING GROUP

**Registered Office :** B-87, MIDC Ambad, Nashik - 422 010, INDIA Tel.: +91 253 2382238 / 67 | Fax : +91 253 2382926
**Corporate Office :** Bayside Mall, 2nd Floor, Tardeo Road, Haji Ali, Mumbai - 400 034, INDIA | Tel.: +91 22 4079 4700 | Fax : +91 22 4079 4777
E-mail : secretarial@dmltd.in | Web. : www.deltamagnets.com | CIN : L32109MH1982PLC028280

24th February, 2022

| | |
|---|---|
| **National Stock Exchange of India Limited**<br>Listing Department.<br>Exchange Plaza, C-1, Block- G,<br>Bandra Kurla Complex,<br>Bandra (East) Mumbai – 400 051.<br>**Symbol: DELTAMAGNT** | **BSE Limited**<br>Corporate Relation Department,<br>Listing Department,<br>Phiroze Jeejeebhoy Towers,<br>Dalal Street, Mumbai – 400 001.<br>**Scrip Code 504286** |

Dear Sir/Madam,

**Sub: Intimation to Shareholders Holding Shares in Physical Mode for Updating Of Valid PAN, KYC and Nomination Details.**

Pursuant to Regulation 30 and Part A of Schedule III of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of the letter being sent to the shareholders holding shares in physical mode in compliance with the SEBI Circulars dated 3rd November 2021 and 14th December 2021.

The Company has informed the physical shareholders to furnish their valid PAN, KYC and nomination details to the Registrars and Transfer Agent of the Company i.e., Freedom Registry Limited.

This is for your information and records.

Thanking You.

Yours Sincerely,
**For Delta Manufacturing Limited**
**(Formerly Known As Delta Magnets Limited)**

**Madhuri Deokar**
**Company Secretary**
**ACS: 54631**

**(Encl.: As above)**

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Dear Shareholder

**Subject: Request for Updating KYC details as per SEBI Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 dated 3rd November, 2021 ("Circular 1") and Issuance of Securities in Dematerialized Form In Case of Investor Service Requests as per SEBI Circular No. SEBI/HO/ MIRSD/ MIRSD_ RTAMB/ P/CIR/2022/8 dated January 25, 2022 ("Circular 2").**

We refer to the above **Circular 1** issued by SEBI that mandates all the Listed Companies to record the **PAN, Nomination, KYC Details** of all the shareholders and **Bank Account details** of first holder in the account. This is applicable for all the security holders in **Physical Mode**.

**The salient features and requirements of the Circular 1 are as follows:**

**A) Non – Updation of KYC Folios:**

Wherein any **ONE** of the cited details/documents (i.e**. PAN, Bank Details, Nomination**) are not available with us, on or after April 01, 2023, shall be frozen as per aforesaid SEBI Circular 1.

**Notes:**

1. The securities in the frozen folios shall be:

   - Eligible to lodge any grievance or avail service request from the RTA **only after** furnishing the complete required documents/details as aforesaid.

   - Eligible for any payment including dividend, interest or redemption amount (**which would only be paid through electronic mode**) upon complying with the above stated requirements.

2. a) The formats for Updation of KYC and Nomination details viz., Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and SEBI circular are available on our website www.deltacorp.in

   b) For registering the new bank details, mandatory submission of Original cancelled cheque leaf bearing the name of the 1st holder or alternatively, to submit a copy of the bank passbook/statement of account, attested by the bank branch is required.

   c) Bankers Attestation of Signature of Shareholder.

   d) Shareholder have to compulsorily provide the information of 1. Postal Address with Pin 2. Mobile No. 3. Email Id 4. Client Master List.

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Corporate Office : Bayside Mall, 2nd Floor, Tardeo Road, Haji Ali, Mumbai - 400 034, INDIA | Tel.: +91 22 4079 4700 | Fax : +91 22 4079 4777
E-mail : secretarial@dmltd.in | Web. : www.deltamagnets.com | CIN : L32109MH1982PLC028280

**B) Mandatory Linkage of PAN with Aadhar :**

As per the Central Board of Direct Taxes (CBDT) it is mandatory to link PAN with Aadhar for resident investors by March 31, 2022. Security holders who are yet to link PAN with Aadhar number are requested to get the same done before March 31, 2022. Post March 31, 2022 or any other date as may be specified by the CBDT, RTA will accept for registration only valid PANs which have been linked to their corresponding Aadhar number.

**The folios in which no PAN registered against the same/or have invalid PAN registered on RTA's records, as on the notified cutoff date of March 31, 2022 or any other date as may be specified by the CBDT shall also be frozen.**

**Keeping the above statutory requirements in view, members holding securities in physical form are requested to furnish valid PAN, KYC details and Nomination immediately to the Company/RTA in the required attached forms (as detailed below), to ensure that, their folios are not frozen on or after April 1, 2023.**

**Please note that after December 31, 2025, the frozen folios shall be referred by RTA/Company to the administrating authority under the Benami Transactions (Prohibitions) Act, 1988 and/or Prevention of Money Laundering Act, 2002.**

Further, we refer to the **Circular 2** issued by SEBI that mandates all the Listed Companies to issue Securities in dematerialized form only (vide Gazette Notification no. SEBI/LAD-NRO/GN/2022/66 dated January 24, 2022) while processing the service requests related to

i. Issue of duplicate securities certificate;
ii. Claim from unclaimed suspense account;
iii. Renewal/Exchange of securities certificate;
iv. Endorsement;
v. Sub-Division/Splitting of securities certificate;
vi. Consolidation of securities certificate/folios;
vii. Transmission
viii. Transposition.

Further the operational guidelines for processing the above mentioned service requests and the format of Form ISR – 4 are available on **our website www.deltamagnets.com** and on the website of **our STA www.freedomregistry.co.in**

**In the connection of aforesaid circulars following forms are attached to this letter:**

| Sr. No. | Purpose | Form No. |
|---|---|---|
| 1. | Request for registering PAN, KYC details or changes/ updation thereof | Form ISR -1 |
| 2. | Confirmation of Signature of securities holder by the Banker | Form ISR - 2 |
| 3. | Registration of Nomination | Form SH-13 |
| 4. | Cancellation OR Variation of Nomination | Form SH-14 |
| 5. | Declaration for Opting-out of Nomination by holders of physical securities in Listed Companies | Form ISR -3 |
| 6. | Request for issue of Duplicate Certificate and other Service Request (as mentioned in point iii to viii) | Form ISR-4 |

Document can be sent by using any **ONE** of the following modes for submission:

1. In Person Verification (IPV): By producing the originals to the authorised person of the STA, who will retain copy (ies) of the document(s).

2. In hard Copy: By furnishing self-attested photocopy (ies) of the relevant document, with Date.

3. With e-sign: In case your email is already registered with us, you may send the scanned Copies of your KYC documents with e-sign at mail Id support@freedomregistry.co.in

**In case of any queries, kindly contact our Share Transfer Agent (STA):**

Freedom Registry Limited
Plot No 101/102, MIDC, 19th Street,
Satpur, Nashik, - 422007
Tel: 0253 - 2354032
Email: support@freedomregistry.co.in
Website: www.freedomregistry.co.in

**Thanking You,**
**For Delta Manufacturing Limited**
**(Formerly Known As Delta Magnets Limited)**
**Sd/-**
**Madhuri Deokar**
**Company Secretary**
**ACS No. 54631**

**Date: 21st February, 2022**
**Encl: As below**

# FORM ISR-1

(SEBI circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021)

**REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF**

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

**Date:** ___ /___ /_____

**A. I / We request you to Register / Change / Update the following (Tick √ relevant box)**

| | | |
|---|---|---|
| ☐PAN | ☐ Bank details | ☐ Signature |
| ☐ Mobile number | ☐E-mail Address | ☐ Registered Address |

**B. Security and KYC Details:** [to be filled in by the First Holder]

| | | |
|---|---|---|
| **Name of the Issuer Company** | | **Folio No.:** |
| **Name(s) of the Security holder(s) as per the Certificate(s)** | 1.<br>2. | |
| **Number & Face value of securities** | | |
| **Distinctive number of securities (Optional)** | **From** | **To** |

**KYC Details:**

| | |
|---|---|
| **E mail address:** | |
| **Mobile No.:** | |

**C. I/We are submitting document's as per Table below** (tick √ as relevant, refer to the instructions):

| **Name(s) of the security holder(s) as per PAN** Copies of PAN of all Holder(s) duly self-attested with date to be enclosed with this form. | **PAN** | **PAN linked to Aadhar** Tick any one **(√)*** |
|---|---|---|
| 1. | | ☐ Yes ☐ No |
| 2. | | ☐ Yes ☐ No |
| 3. | | ☐ Yes ☐ No |

**Note:** *PAN shall be valid only if it is linked to Aadhar by March 31, 2022* or any other date as may be specified by CBDT

| **Bank Account Details of First Holder:** | |
|---|---|
| **Name of the Bank & Branch:** | **IFSC** |
| **Bank A/c No:** | **Tick any one (√) – Acct type ☐ Savings ☐Current ☐ NRO ☐ NRE ☐ Any other [ ]** |

**Note:** Original cancelled Cheque leaf bearing the name of the first holder is mandatory, failing which first security holder shall submit copy of bank passbook/ statement attested by the Bank for registering the bank Account details.

| **Demat Account Number:** | **16 digit DP/CL [ ]** |
|---|---|

**Also provide Client Master List (CML) of your Demat Account, provided by the Depository Participant.**

**Authorization**: I / We authorise you (RTA) to update the above PAN and KYC details in my / our above folio (s) *use Separate Annexure if extra space is required*) in which I / We are the holder(s) (strike off what is not applicable)

**Declaration:** All the above facts stated are true and correct.

| | **First Holder** | **Joint Holder-1** | **Joint Holder-2** | **Joint Holder-3** |
|---|---|---|---|---|
| **Signature** | | | | |
| **Name** | | | | |
| **Address** | | | | |
| **PIN** | | | | |

**Note: If the address mentioned above differs from the address registered with the Company, you are requested to record the new address by submitting the documents as specified in point (3) overleaf.**

**I/We are submitting documents as per Table below (**tick √ as relevant, refer to the instructions**):**

| No. | √ | Document/Information/Details | Instruction/Remark |
|---|---|---|---|
| 1. | ☐ | **PAN of (all) the (joint) holder(s)** | PAN copies of all the holder(s) duly self-attested with date to be enclosed.<br>PAN shall be valid only if it is linked to Aadhaar by March 31, 2022, or any date as may be specified by the CBDT. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular. |
| 2. | ☐ | **Demat Account Number** | Provide Client Master List (CML) of your Demat Account, provided by the Depository Participant. |
| 3. | | **Proof of Address of the first Holder** | **Provide self-attested copy of any ONE of the documents, issued by a Govt. Authority, only if there is change in the address;**<br>☐ Client Master List (**CML**) of your Demat Account, provided by the Depository Participant.<br>☐ Valid Passport/ Registered Lease or Sale Agreement of Residence/ Driving License/Flat Maintenance Bill*<br>☐ Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.<br>☐ Identity card (with Photo) / document with address, issued by Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions.<br>☐ For FII / sub account, Power of Attorney given by FII / sub- account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken.<br>☐ The proof of address in the name of the spouse*<br>* **Kindly provide additional self-attested copy of Identity Proof of the holder/ Claimant.** |
| 4. | ☐ | **Bank details** | Provide the latest copy of the bank statement attested by the Bank with details of bank name, branch, account number and IFSC, Original cancelled cheque leaf bearing the name of first holder or Bank passbook. Alternatively, Bank details available in the CML as enclosed will be updated in the folio. |
| 5. | ☐ | **E-mail address** | As mentioned on Form ISR-1, alternatively the E-mail address available in the CML as enclosed will be updated in the folio. |
| 6. | ☐ | **Mobile** | As mentioned on Form ISR-1, alternatively the mobile number available in the CML as enclosed will be updated in the folio. |
| 7. | ☐ | **Specimen Signature** | Provide banker's attestation of the signature of the holder(s) as per Form ISR – 2 and Original cancelled cheque leaf bearing the name of the first holder. |
| 8. | | **Nomination** | **Submit Form(s) as per any ONE of the following options.**<br>☐ **SH-13** For First Time Nomination<br>☐ **SH-14** For Change in Existing Nomination<br>☐ **SH-14 and ISR-3** For Cancellation of existing Nomination and to"Opt-Out"<br>☐ **ISR-3 To "OPT-Out"** of Nomination or if No-Nomination is required |

**Note: All the above forms are also available on the website of the RTA.**

# Form ISR – 2

(Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

**Confirmation of Signature of securities holder by the Banker**

| | |
|---|---|
| 1. Bank Name and Branch | |
| 2. Bank contact details<br>Postal Address<br>Phone number<br>E-mail address | |
| 3. Bank Account number | |
| 4. Account opening date | |
| 5. Account holder(s) name(s) | 1)<br>2)<br>3) |
| 6. Latest photograph of the account holder(s) | |
| 7. Account holder(s) details as per Bank Records | |
| a) Address | |
| b) Phone number | |
| c) Email address | |
| d) Signature(s)<br><br>Signature verified as recorded with the Bank<br><br>Seal of the Bank | |
| | (Signature) |
| Place: | Name of the Bank Manager |
| | Employee Code |
| Date: | E-mail address |

# Form No. SH-13

**Nomination Form**

***[Pursuant to section 72 of the Companies Act, 2013 and rule 19(1) of* the Companies (Share Capital and Debentures) Rules 2014*]***

To
Name of the company:
Address of the company:

I/We the holder(s) of the securities particulars of which are given hereunder wish to make nomination and do hereby nominate the following persons in whom shall vest, all the rights in respect of such securities in the event of my/our death.

(1) **PARTICULARS OF THE SECURITIES** (in respect of which nomination is being made)

| Nature of securities | Folio No | No. of securities | Certificate No. | Distinctive No. |
|---|---|---|---|---|
| | | | | |

**(2) PARTICULARS OF NOMINEE/S**

| | |
|---|---|
| Name: | Date of Birth: |
| Address: | Occupation: |
| Father's/Mother's/ Spouse's name: | Nationality: |
| Relationship with the security holder: | E-mail id: |

**IN CASE NOMINEE IS A MINOR**

| | |
|---|---|
| Name of guardian: | Date of birth: |
| Address of guardian: | Date of attaining majority |

**Signature(s) as per Specimen recorded with the Company**

| | First Holder | Joint Holder-1 | Joint Holder-2 | Joint Holder-3 |
|---|---|---|---|---|
| Signature | | | | |
| Name | | | | |

**Witness Details:**

| Name and Address of Witness | Signature |
|---|---|
| | |

# Form No. SH-14

**Cancellation or Variation of Nomination**

***[Pursuant to sub-section (3) of section 72 of the Companies Act,2013 and rule 19(9) of* the Companies (Share Capital and Debentures) Rules 2014*]***

To
Name of the company:
Address of the company:

I/We hereby cancel the nomination(s) made by me/us in favor of…….. …….. (name and address of the nominee) in respect of the below mentioned securities.

Or

I/We hereby nominate the following person in place of ……. as nominee in respect of the below mentioned securities in whom shall vest all rights in respect of such securities in the event of my/our death.

**(1) PARTICULARS OF THE SECURITIES** (in respect of which nomination is being opted out)

| **Nature of Securities** | **Folio No.** | **No. of Securities** | **Certificate No.** | **Distinctive No.** |
|---|---|---|---|---|
| | | | | |

**(2) PARTICULARS OF NEW NOMINEE/S**

| | |
|---|---|
| Name: | Date of Birth: |
| Address: | Occupation: |
| Father's/Mother's/ Spouse's name: | Nationality: |
| Relationship with the security holder: | E-mail id: |

**(3) IN CASE NOMINEE IS A MINOR**

| | |
|---|---|
| Name of guardian: | Date of birth: |
| Address of guardian: | Date of attaining majority |

**Signature(s) as per Specimen recorded with the Company**

| | **First Holder** | **Joint Holder-1** | **Joint Holder-2** | **Joint Holder-3** |
|---|---|---|---|---|
| Signature | | | | |
| Name | | | | |

**Witness Details:**

| Name and Address of Witness | Signature |
|---|---|
| | |

# Form ISR - 3

**Declaration Form for Opting-out of Nomination**
**By holders of physical securities in Listed Companies**

(SEBI circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

[Under Section 72 r/w Section 24 (1) (a) of Companies Act, 2013 r/w Section 11(1) and 11B of SEBI Act, 1992 and Clause C in Schedule VII and Regulation 101 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015)]

Name of the Company:
Registered Address of the Company:

I / we the holder(s) of the securities particulars of which are given hereunder, ***do not wish to nominate*** any person(s) in whom shall vest, all the rights in respect of such securities in the event of my /our death.

PARTICULARS OF THE SECURITIES (in respect of which nomination is being opted out)

| **Nature of Securities** | **Folio No.** | **No. of Securities** | **Certificate No.** | **Distinctive No.** |
|---|---|---|---|---|
| | | | | |

I/ we understand the issues involved in non-appointment of nominee(s) and further are aware that in case of my /our death, my/our legal heir(s) /representative(s) are required to furnish the requisite documents / details, including, Will or documents issued by the Court like Decree or Succession Certificate or Letter of Administration / Probate of Will or any other document as may be prescribed by the competent authority, for claiming my / our aforesaid securities.

**Signature(s) as per Specimen recorded with the Company**

| | **First Holder** | **Joint Holder-1** | **Joint Holder-2** | **Joint Holder-3** |
|---|---|---|---|---|
| Signature | | | | |
| Name | | | | |

**Witness Details:**

| Name and Address of Witness | Signature |
|---|---|
| | |

# Form ISR-4

(Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated January 25, 2022 on Issuance of Securities in dematerialized form in case of Investor Service Requests)

**Request for issue of Duplicate Certificate and other Service Requests**

(For Securities - Shares / Debentures / Bonds, etc., held in physical form)

**Date:___ /___ /_____**

**A.** **Mandatory Documents / details required for processing all service request**:
**I / We are submitting the following documents / details and undertake to request the Depository Participant to dematerialize my / our securities within 120 days from the date of issuance of Letter of Confirmation, received from the RTA/Issuer Company** (tick □as relevant, refer to the instructions):

- Demat Account No. (If available):
  Provide Client Master List (**CML**) of your Demat Account from the Depository Participant*

- Provide the following details, if they are not already available with the RTA (see SEBI circular dated November 03, 2021 in this regard)

| PAN | Specimen Signature |
|---|---|
| Nomination / Declaration to Opt-out | |

*(Your address, e-mail address, mobile number and bank details shall be updated in your folio from the information available in your **CML**). You can authorize the RTA to update the above details for all your folios. In this regard, please refer to and use Form ISR-1 in SEBI circular dated November 03, 2021.

**B.** I / We request you for the following (tick □ relevant box)

| | |
|---|---|
| □ Issue of Duplicate certificate | □Claim from Unclaimed Suspense Account |
| □ Replacement / Renewal / Exchange of securities certificate | □ Endorsement |
| □ Sub-division / Splitting of securities certificate | □ Consolidation of Folios |
| □ Consolidation of Securities certificate | □ Transmission |
| □ Transposition *(Mention the new order of holders here)* | |

**C.** **I / We are enclosing certificate(s) as detailed below**:**

| | |
|---|---|
| Name of the Issuer Company | |
| Folio Number | |
| Name(s) of the security holder(s) as per the certificate(s) | 1.<br>2.<br>3. |
| Certificate numbers | |
| Distinctive numbers | |
| Number & Face value of securities | |

** Wherever applicable / whichever details are available

## D. Document / details required for specific service request:

I. Duplicate securities certificate
II. Claim from Unclaimed Suspense Account

| Securities claimed | (in numbers)<br>(in words) |
|---|---|

III. Replacement / Renewal / Exchange of securities certificate
(that is defaced, mutilated, torn, decrepit, worn out or where the page on the reverse is fully utilized)
IV. Endorsement
V. Sub-division / Splitting of securities certificate
VI. Consolidation of securities certificate/Folios
VII. Transmission
VIII. Transposition

*Provide / attach original securities certificate(s) for request for item numbers III to VIII above.*

**Declaration**: All the above facts stated are true and correct to best of my / our knowledge and belief.

| | First Holder | Joint Holder-1 | Joint Holder-2 | Joint Holder-3 |
|---|---|---|---|---|
| Signature | | | | |
| Name | | | | |

After processing the service request, the RTA shall issue a 'Letter of Confirmation' to the securities holder/claimant, which is valid only for 120 days. Using this 'Letter of Confirmation', the securities holder/claimant shall request the DP to dematerialize the securities, failing which the securities shall be credited to the Suspense Escrow Demat Account of the Company.