



**SELAN**  
E X P L O R A T I O N  
T E C H N O L O G Y L I M I T E D

BSE Ltd.  
25<sup>th</sup> Floor, P.J. Towers  
Dalal Street  
Mumbai - 400 001  
Scrip Code : 530075

National Stock Exchange of India Ltd.  
5<sup>th</sup> Floor, Exchange Plaza,  
Bandra – Kurla Complex  
Bandra (E), Mumbai – 400 051  
Scrip Code : Selan (Equity)

29 August 2024

Dear Sir,

**Sub: Disclosure under Reg. 30- Communication sent to the Shareholders w.r.t. Furnishing of PAN, KYC details and Nomination by holders of physical securities**

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, please find enclosed herewith the copy of communication sent to the shareholders through dispatch of physical letters in pursuant of Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, with regard to furnishing PAN, KYC details and Nomination by holders of physical Securities.

This is for information and record.

Thanking you.

Yours faithfully

Yogita  
Company Secretary &  
Compliance Officer

**Registered Office:**

Unit No. 455-457, 4<sup>th</sup> Floor, JMD  
Megapolis, Sector-48, Sohna Road,  
Gurgaon, Haryana-122018  
CIN No.: L74899HR1985PLC113196  
Email: [admin@selanoil.com](mailto:admin@selanoil.com)  
Website: [www.selanoil.com](http://www.selanoil.com)

**Corporate Office:**

8<sup>th</sup> floor, Imperia Mindspace,  
Golf Course Extension Road,  
Sector – 62, Gurgaon – 122 102  
Haryana.  
Tel. 0124 - 4200325

**Reminder for furnishing of PAN, KYC details and Nomination by holders of physical securities.**

In an effort to protect the interest of investors, SEBI vide its circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated 3 November 2021 (subsequently amended by circulars No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated 14 December 2021, Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16 March 2023, Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/158 dated 26 September 2023 and Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated 17 November 2023) mandated that the security holders (holding securities in physical mode), whose folio(s) do not have PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature updated, shall be eligible for any payment including dividend, interest or redemption in respect of such folios, only through electronic mode with effect from **1 April 2024** and has prescribed the common and simplified norms for processing service request of investor's by Registrar & Share Transfer Agents (RTA). In accordance with the aforesaid circulars, it has been made mandatory for all holders of physical securities to furnish/ update the following details/ self-attested documents on priority to MCS Share Transfer Agents Limited, RTA of the Company:

- a) PAN\*
- b) Nomination
- c) Contact Details (Postal Address with Pin code, Mobile Number and E-mail Address)
- d) Bank Account Details (Bank name and branch, Account number, IFSC, MICR Code along with Cancelled Cheque Leaf)
- e) Specimen Signature

*\*PAN furnished should be linked to Aadhaar. In case the same is not linked on or before 30 June 2023 or any other date as may be specified by the Central Board of Direct Taxes, your PAN shall be deemed to be invalid and consequently your folio will be treated in the same manner as applicable in case of folios for which PAN has not been furnished.*

Effective 1 January 2024, the RTAs will not process any service requests or complaints received from the holder(s)/ claimant(s), unless PAN, KYC and Nomination details are updated. In the event of failure to update the details, please note that:

- Such folio(s) shall not be eligible to lodge grievance(s) or avail any service request from the RTA unless and until the above-mentioned details are updated.
- With effect from 1 April 2024, any payment including dividend, interest or redemption payment in respect of such folios, shall be made only through electronic mode.

Shareholders of the Company holding shares in physical mode are therefore requested to furnish/ update their PAN/ KYC/ Nomination details, if not done earlier, with the RTA of the Company by using the relevant forms as mentioned herein below:

S. No.	Description of the Form	Form No.
1.	For Registration of PAN and KYC updation	ISR-1
2.	Confirmation of Signature of securities holder by the Banker	ISR-2
3.	Declaration Form for Opting-out of Nomination	ISR-3
4.	Nomination Form	SH-13
5.	For Cancellation or Variation of Nomination	SH-14

SEBI further clarified that for availing services like issue of duplicate securities certificate, replacement/ renewal/ exchange, consolidated, subdivision/ splitting of securities certificate, endorsement, consolidation of folios, change in the name of holder and claim from Unclaimed Suspense Account & Suspense Escrow Demat Account, the request is to be made by the shareholder in Form ISR-4 and request for transmission is to be made in Form ISR-5.

We urge all shareholders who have not yet dematerialized their shares yet, to get their shares dematerialized at the earliest.

Forms ISR-1, ISR-2 and SH-13 are enclosed herewith to this letter and it can also be downloaded by clicking the below links and the same shall be submitted to RTA.:

S. No.	Particulars	Please furnish details in
1.	PAN, Address, Email address, Mobile Number, Demat account details and Bank account details	Form ISR-1 <a href="https://www.selanoil.com/wp-content/uploads/2023/09/Form-ISR-1_Request-for-Registration-PAN_KYC_NECS_ETC.pdf">https://www.selanoil.com/wp-content/uploads/2023/09/Form-ISR-1_Request-for-Registration-PAN_KYC_NECS_ETC.pdf</a>
2.	Specimen Signature	Form ISR-2 <a href="https://www.selanoil.com/wp-content/uploads/2024/07/Form-ISR-2.pdf">https://www.selanoil.com/wp-content/uploads/2024/07/Form-ISR-2.pdf</a>
3.	Declaration to opt out nomination	Form ISR-3 <a href="https://www.selanoil.com/wp-content/uploads/2023/09/Form-ISR-3_Declaration-Form-for-Opting-out-of-Nomination.pdf">https://www.selanoil.com/wp-content/uploads/2023/09/Form-ISR-3_Declaration-Form-for-Opting-out-of-Nomination.pdf</a>
4.	Nomination details	Form SH-13 <a href="https://www.selanoil.com/wp-content/uploads/2023/09/Form-No.-SH-13_Nomination-Form.pdf">https://www.selanoil.com/wp-content/uploads/2023/09/Form-No.-SH-13_Nomination-Form.pdf</a>
5.	Cancellation or Variation of Nomination	Form SH-14 <a href="https://www.selanoil.com/wp-content/uploads/2023/09/Form-No.-SH-14_Cancellation-or-Variation-of-Nomination.pdf">https://www.selanoil.com/wp-content/uploads/2023/09/Form-No.-SH-14_Cancellation-or-Variation-of-Nomination.pdf</a>
6.	Request for issue of Duplicate Certificate and other Service Requests.	Form ISR-4 <a href="https://www.selanoil.com/wp-content/uploads/2023/09/form-isr4.pdf">https://www.selanoil.com/wp-content/uploads/2023/09/form-isr4.pdf</a>
7.	Request for Transmission of securities by Nominee or Legal Heir	Form ISR-5 <a href="https://www.selanoil.com/wp-content/uploads/2024/07/Form-ISR-5.pdf">https://www.selanoil.com/wp-content/uploads/2024/07/Form-ISR-5.pdf</a>

Please note that if you fail to provide required KYC details & Forms, the dividend amount shall be kept on hold, since companies are advised not to issue dividend in the physical form (Warrants, DDs). Security holders would receive all the dividends declared during the period from (1 April 2024 till date of updation) pertaining to the securities held after the said updation automatically.

**Details of RTA of the Company:**

**MCS Share Transfer Agents Limited**

(Unit: Selan Exploration Technology Limited)  
F-65, 1<sup>st</sup> Floor, Okhla Industrial Area, Phase 1, New Delhi - 110020  
E-mail Id: admin@mcsregistrars.com  
Phone No.: +91-11-41406149-52

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

Thanking you,

**For Selan Exploration Technology Limited**

Sd/-  
**Yogita**  
**Company Secretary**  
**& Compliance officer**