Shrikrishna
DEVCON LIMITED
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IMPORTANT COMMUNICATION TO PHYSICAL SHAREHOLDERS

This is with reference to the Securities and Exchange Board of India's amendment vide Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) (Fourth Amendment) Regulations, 2018 pursuant to which SEBI has mandated that transfer of securities would be carried out in dematerialized form only.

Further with reference with BSE Circular No. LIST/COMP/15/2018-19 dated July 05, 2018 ***(enclosed)*** regarding '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'.

Accordingly, Listed Companies and their Registrar and Transfer Agents are advised that, with effect from December 5, 2018, it should be ensured that shares which are lodged for transfer shall be in dematerialized form only.

Following steps are involved in dematerialization of physical securities:

- Beneficial Owner (BO) to open a demat account with Depository Participant (DP).
- BO Fill in a Demat Request Form (DRF) and submit the same with the physical Certificate/s to the DP for dematerialization.
- For each ISIN, a separate DRF has to be used.
- If the BO has free as well as lock-in shares of the same ISIN, separate demat request has to be setup for free shares and lock-in shares.
- DP to verify that the DRF has been filled correctly.
- DP to Setup a demat request on the Depository system.
- DP to deface and mutilate the physical certificates and Send the certificates to the Issuer/ Registrar and transfer Agent (RTA).
- Issuer/ RTA verifies genuineness of the certificates and confirms the demat request.
- On receiving confirmation from Issuer/ RTA, Depository credits an equivalent number of securities in the demat account of the BO maintained with Depository.

Contact of our Registrar And Transfer Agent for additional information
Sharex Dynamic (India) Pvt. Limited Unit No. 1, Luthra Ind. Premises, M. Vasanji Marg, Andheri Kurla Road, Safed Pool, Andheri (E) Mumbai 400072 Tel.: 022 - 2851 5606 / 2851 5644 & 2264 1376 / 2270 2485 E-mail: sharexindia@vsnl.com

Circulars to Listed Companies

LIST/COMP/15/2018-19 July 05, 2018

To

All the Listed Companies,

Dear Sir / Madam,

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**

The amendment to Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 vide Gazette notification dated June 8, 2018 has mandated that transfer of securities would be carried out in dematerialized form only.

Accordingly, Listed Companies and their Registrars and Transfer Agents (RTAs) are hereby advised that, with effect from December 5, 2018, it should be ensured that shares which are lodged for transfer shall be in dematerialized form only.

In order to implement the aforementioned Amendment in the Regulation and as advised by SEBI, all the Listed Companies are hereby directed to carry out the following actions:

1) To take special efforts through their RTAs to send letter under Registered/Speed post to the holders of physical certificates appraising them about the amendment and sensitise them about the impact of the regulation on the transfer of shares held by them in physical form w.e.f December 5, 2018.

2) RTAs may also be advised to send two reminders, preferably at a gap of 30 days, to such shareholders who continue to hold their shares in physical form, advising them to get the same dematerialized

3) Listed Companies shall prominently place information on their website intimating the investors about the proposed change and provide appropriate guidance on how to dematerialize their shares.

4) Listed companies should ensure that the signature cards of all the holders of physical securities are handed over to its RTA at the earliest.

All listed companies are requested to take note of above and comply accordingly. Companies may also report compliance with these requirements by end September 2018 to the Exchange, in a specified format that will be sent out shortly.

Abhijit Pai
Dy. Gen. Manager
Listing Compliance

Shyam Bhagirath
Associate Manager
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