

## SHAREHOLDER'S FAQs

Q 1 On which stock exchange are the Shares of Kirloskar Pneumatic Company Limited listed?

Ans: The Equity Shares of Kirloskar Pneumatic Company Limited are listed on BSE Ltd.

Q 2 Where is the registered office of Kirloskar Pneumatic Company Limited situated?

Ans: The registered office of Kirloskar Pneumatic Company Limited is situated at Hadapsar Industrial Estate, Pune – 411013.

Q 3 What are the contact details of Compliance Officer of the Company?

Ans: Mr. Jitendra R. Shah is the Company Secretary & Compliance Officer of the Company.  
Email Id : jitendra.shah@kirloskar.com

Q 4 Who is the Registrar & Transfer Agent of the Company?

Ans: M/s Link Intime India Private Limited is the Registrar & Transfer Agent of the Company.  
Contact Details:

**Pune Office:**

Akshay Complex, No. 202, 2nd Floor, Near Ganesh Temple, Off Dhole Patil Road,  
Pune 411001

Phone No. : 020-26161629 / 0084

Email : pune@linkintime.co.in

**Mumbai Office:**

C 101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai – 400083

Phone No. : 022 – 49186000

Email : mumbai@linkintime.co.in

Q 5 What is the procedure to be followed in case of non-receipt of Dividend/ Annual Report of the Company?

Ans: In case of non-receipt of Dividend/ Annual Report, the Shareholder can convey the same through email to Link Intime India Private Limited at pune@linkintime.co.in. Shareholders can also write email to Company at sec@kirloskar.com

Q 6 How can I get the soft copies of Financial Results / Annual Reports of the Company?

Ans: The Annual Reports of the Company, the quarterly / half yearly and the annual results of the Company are available on the Company's website: [www.kirloskarpneumatic.com](http://www.kirloskarpneumatic.com) under 'Investor's Section.'

Q 7 Can I transfer shares in physical mode?

Ans: SEBI has fixed 31<sup>st</sup> March, 2021 as the cut-off date for re-lodgment of transfer requests and that such transferred shares shall be issued only in demat mode vide its circular no. SEBI/HO/MIRSD/RTAMB/CIR/P/2020/166 dated 7<sup>th</sup> September, 2020 ("SEBI Circular No.1").

Thereafter SEBI has issued operational guidelines for transfer and dematerializations of re-lodged physical shares vide its circular no. SEBI/HO/MIRSD/RTAMB/CIR/P/2020/236 dated 2<sup>nd</sup> December, 2020 ("SEBI Circular No. 2").

The Operational Guidelines, as per SEBI Circular No. 2 are as under:

- a) Subsequent to processing of re-lodged transfer request, the Registrar and Transfer Agent shall retain the physical shares and intimate the investor (transferee) about the execution of transfer of shares through letter of confirmation. This letter shall be sent through Registered / Speed

Post or through email with digitally signed letter and shall inter-alia, contain details of endorsement, shares,folio of investor (required on Demat Request Form) as available on the physical shares.

- b) The investor shall submit the demat request, within 90 days of issue of letter of confirmation, to depository participant along with letter of confirmation. The Registrar and Transfer Agent shall also issue a reminder at the end of 60 days of issue of letter of confirmation, informing the investor to submit the demat request as above.
- c) The depository participant will process the demat request on the basis of letter of confirmation, as this letter is a confirmation of holding of physical shares on behalf of the investor by the Registrar and Transfer Agent.
- d) In case of non-receipt of demat request form from the investor within 90 days of the date of letter of confirmation, the shares will be credited to Suspense Escrow Demat Account of the Company.

Q 8 What is dematerialisation of Shares?

Ans: Dematerialisation is the process by which a Shareholder can get physical certificates converted into electronic mode. A Shareholder intending to dematerialise its securities needs to have an account with a Depository Participant (DP).

For more information Shareholders can visit the Depositories website as under:

NSDL : [www.nsdl.co.in](http://www.nsdl.co.in)

CDSL : [www.cdslindia.com](http://www.cdslindia.com)

Q 9 Where is the information relating to unclaimed dividend & shares liable to be transferred to Investor Education and Protection Fund Authority Account ("IEPF Authority") available?

Ans: Section 124 of the Companies Act, 2013, read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("the Rules"), as amended from time to time, mandate the companies to transfer the dividend that has remained unclaimed for a period of seven consecutive years from the unpaid dividend account to the IEPF Authority. Further, the Rules also mandate that the shares on which dividend has not been claimed for seven consecutive years to be transferred to the IEPF Authority. The list of unclaimed dividend and the corresponding shares liable to be transferred to the IEPF Authority is available on the Company's website: [www.kirloskarpneumatic.com](http://www.kirloskarpneumatic.com) under 'Investor's Section.'

Q 10 How to claim dividend and / or shares which are transferred to IEPF authority?

Ans: Shareholders are requested to follow procedure prescribed by the IEPF Authority in order to claim dividend and / or Shares transferred to IEPF. For more information Shareholders can visit the IEPF authority website : [www.iepf.gov.in](http://www.iepf.gov.in)

Q 11 Whom to approach in case of queries relating to shares held in the Company?

In case of any query, Shareholders can approach Link Intime India Private Limited. For contact details kindly refer Q 4 above. Shareholders can also write email to Company at [sec@kirloskar.com](mailto:sec@kirloskar.com)