

May 30, 2023

BSE Limited
Corporate Relation Dept.
P. J. Towers, Dalal Street
Mumbai 400 001.
Scip Code : 532859

National Stock Exchange of India Ltd.
"Exchange Plaza"
Bandra Kurla Complex, Bandra
(East), Mumbai - 400 051.
Symbol : HGS

Dear Sirs/ Madam,

Sub: Intimation to Shareholders - Furnishing of PAN, KYC details and Nomination etc.

In terms of Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed the intimation sent to the shareholders holding shares in physical mode in compliance with the SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023.

The Shareholders holding shares in physical form are required to furnish their PAN, KYC and Nomination details etc. for updation to the Registrar and Transfer Agent of the Company (RTA) i.e. M/s. Kfin Technologies Limited.

Further, the prescribed forms as per the aforesaid Circular are available on the website of RTA and the Company at <https://www.kfintech.com/> and <https://hgs.cx/investors/> in respectively.

We request you to take the above on record.

Thanking you,

For **Hinduja Global Solutions Limited**

Narendra Singh
Digitally signed
by Narendra
Singh
Date: 2023.05.30
18:31:47 +05'30'

Narendra Singh
Company Secretary
F4853

Encl: As above

HINDUJA GLOBAL SOLUTIONS LIMITED

Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-022-2496 0707, Fax: 91-22-2497 4208, Website: www.teamhgs.com
Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222

Corporate Identity Number:L92199MH1995PLC084610



HINDUJA GLOBAL SOLUTIONS LIMITED

Corporate Identification Number (CIN): L92199MH1995PLC084610

Registered Office and Correspondence Address: Hinduja House, 171, Dr. Annie Besant Road, Worli, Mumbai - 400018, Maharashtra | **Tel:** +91 22 6136 0407 | **Website:** www.hgs.cx |

E-mail: investor.relations@teamhgs.com

Reference No:

Date:

Name

Address

Dear Shareholder,

Sub.: Furnishing of PAN, KYC details and Nomination by holders of physical securities
Ref.: SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023

We have to inform you that SEBI has issued the above captioned circular for having common and simplified norms for processing investor's service requests by RTAs and norms for furnishing PAN, KYC details and Nomination dated March 16, 2023.

Pursuant to said circular, it is mandatory for all the shareholders holding securities in physical form in the listed companies to furnish PAN, email address, mobile number, bank account details and nomination by holders of physical securities in Form ISR-1. Also, please ensure that your PAN is linked to Aadhaar by June 30, 2023, or any other date as may be specified by the Central Board of Direct Taxes to avoid freezing of your folio.

Any service request and complaint shall be entertained only upon registration of the PAN, Bank details and the nomination.

We observe that you have not furnished the following mandatory documents/details against your holding.

In view of this, you are requested to furnish the details as per the table below, to our Registrars & Transfer Agents (RTA) M/s KFin Technologies Limited immediately, by sending the duly signed documents:

#	Particulars	Form to be submitted	Status as per records [#]
1	PAN	ISR-1	YES
2	Address	ISR-1	YES

3	Email address	ISR-1	YES
4	Mobile Number	ISR-1	YES
5	Demat account details	ISR-1	YES
6	Bank account details	ISR-1	YES
7	Signature	ISR-1 or ISR-2 (As applicable)	NO
7	Nomination details	SH – 13 or SH – 14, (As applicable)	NO
8	Declaration to opt out nomination	ISR-3	In case of opting out, please submit ISR-3 Form

#Yes – Represents data available with RTA and No – represents data that has to be provided immediately to RTA as per SEBI circular.

For the details of the required forms and documents, please refer to the Frequently Asked Question (FAQ) provided on the link <https://ris.kfintech.com/faq.html>

Formats for Nomination and Updation of KYC details viz., Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and SEBI Circular can be downloaded by following the link provided below:
https://ris.kfintech.com/clientservices/isc/default.aspx#isc_download_hrd

Failing to comply with aforesaid requirement will lead to freezing of Folios without PAN, KYC details and Nomination:

- a. Folios wherein any one of the said details are not available **on or after October 01, 2023**, shall be frozen and you will not be eligible to lodge grievance or avail service request from the RTA.
- b. **Effective April 01, 2024**, you will not be eligible to receive dividend in physical mode.
- c. **After December 31, 2025**, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002.

In view of the above, you are requested to forward the duly filled in documents along with the related proofs as mentioned in the respective forms to the following address:

KFin Technologies Limited
Unit: Hinduja Global Solutions Limited
Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda,
Serilingampally, Hyderabad Rangareddi, Telangana – 500 032
E-mail: einward.ris@kfintech.com

Thanking you,
For **Hinduja Global Solutions Limited**
Sd/-
Narendra Singh
Company Secretary and Compliance Officer
F4853

This communication is computer generated and hence does not require signature.