



REF: POEL/BNS/BSE/2024-25/15  
JULY 12, 2024

BSE LIMITED  
PHIROZE JEEJEEBHOY TOWERS  
DALAL STREET  
MUMBAI- 400001

**Scrip Code - 539195**

DEAR SIR,

**Sub: Filing of Intimation letter sent to the shareholder to furnish PAN and KYC details**  
**Ref: Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015**

In terms of Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and pursuant to SEBI Master Circular bearing reference No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 and Circular bearing reference no. SEBI/HO/MIRSD/POD 1/P/CIR/2024/81 dated June 10, 2024, the Company has intimated the shareholders holding shares in physical mode about their incomplete PAN and KYC details and requested them to update the same at the earliest.

The said shareholders have been intimated by dispatching a letter to their available addresses on July 12, 2024. A specimen copy of the intimation letter dispatched to the shareholders is enclosed herewith.

We request you to kindly take the same on record.

Thanking you.

Yours faithfully,  
For **POCL ENTERPRISES LIMITED**

**AASHISH KUMAR K JAIN**  
**COMPANY SECRETARY & FINANCE HEAD**

Encl: As above

Willingdon Crescent, 1st Floor, No. 6/2, Pycrofts Garden Road, Nungambakkam, Chennai - 600 006.  
Phone : +91 -44 4914 5454 E-mail : info@poel.in Website : www.poel.in  
CIN : L52599TN1988PLC015731

**AN ISO CERTIFIED COMPANY**



POCL Enterprises Limited  
CIN: L52599TN1988PLC015731  
Willingdon Crescent, 1st Floor, No.6/2, Pycrofts Garden Road, Nungambakkam,  
Chennai-600006 Tamil Nadu  
Tel No: 044 - 4914 5454 Fax No: 044 - 4914 5455  
Email: [info@poel.in](mailto:info@poel.in) Website: [www.poel.in](http://www.poel.in)

Date : 28.06.2024

**“FOR URGENT ATTENTION”**

Folio no : \_\_\_\_\_

Name of Second Holder :

Name of Third Holder :

Dear Shareholder,

**Sub: Furnishing of PAN and KYC details by the holders of physical securities to receive dividend**

**Ref: SEBI Master Circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 read with SEBI Circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024**

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We thank you for your continued patronage as a shareholder of **POCL Enterprises** Limited. We hope this communique finds you and your family in good health.

This has reference to the shares held by you under the folio number mentioned above. SEBI vide above captioned circulars has directed that it shall be mandatory for all holders of physical securities/shares in listed companies to furnish PAN and KYC details.

It has been observed from our records that a few information in your folio are incomplete. **We request you to go through the details stated in the below table thoroughly and in case any changes required / incomplete information, kindly submit the documents / details as mentioned therein to our Registrar and Share Transfer Agent (RTA), Cameo Corporate Services Ltd. at Subramanian Building, 1, Club House Road, Chennai 600002 immediately on receipt of this letter through hand delivery or by Post or by Courier.**

Sl. No.	Particulars	Status as per records	Please furnish details in
1	PAN of Sole / First Holder Second Holder Third Holder	_____, VALID PAN *	Form ISR -1 - Request for registering PAN, KYC Details or Changes / Updation thereof.
2	Postal Address with PIN (6 digit PIN is mandatory)	_____	
3	Email Address	_____	
4	Mobile Number – 10 digits	_____	
5	Bank Account Details :	_____	
a	Bank Name	_____	
b	Branch Name	_____	
c	Account Number	_____	
d	IFSC	_____	
6	Specimen Signature	_____	Form ISR-2 – Confirmation of Signature of securities holder by the Banker OR You can change / update your signature by visiting the office of Cameo Corporate Services Limited in Chennai

The above forms can be downloaded from our website at [www.poel.in](http://www.poel.in) and from the website of our RTA Cameo Corporate Services Ltd. at [https://cambridge.cameoindia.com:1000/Module/Downloadable\\_Formats.aspx](https://cambridge.cameoindia.com:1000/Module/Downloadable_Formats.aspx).

**Please note that:**

- 1. The RTA will not process any service requests or complaints received from you till PAN and KYC documents are received from you.**
- 2. In terms of SEBI Master Circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, dividend shall be paid only through electronic mode with effect from 01.04.2024, with respect to shares held in physical mode for which PAN and complete KYC details is furnished.**
- 3. The dividend amount for the folio will remain lying in the Company's Dividend Bank Account unless PAN and complete KYC details including Bank details are provided by you. Once the PAN and KYC details are received by us or our RTA, dividend will be remitted directly to your Bank Account.**

In case of any query / clarification please contact our Registrar through Online Investor Portal: <https://wisdom.cameoindia.com> and contact at Telephone no. 044- 28460390 (5 Lines).

Thanking you,

Your Faithfully,  
For POCL Enterprises Limited.

Sd/-  
Aashish Kumar K Jain  
Company Secretary and Finance Head Company Secretary