

**REGD OFFICE:** `CyberTech House' Plot No. B-63/64/65, Road # 21/34, J.B Sawant Marg, MIDC, Wagle Estate, Thane 400604  
• Tel: +91 224283-9200 • Fax: +91-22-4283-9236 • GSTIN 27AAACC1905B1ZE  
• CIN L72100MH1995PLC084788 • Email: [cssl.investors@cybertech.com](mailto:cssl.investors@cybertech.com) • Website: <https://cybertech.com>

**Date: May 31, 2023**

To <b>BSE Limited</b> Listing Department Phiroze Jeejeebhoy Towers Dalal Street, Mumbai-400 001 <b>Scrip Code: 532173</b>	To <b>National Stock Exchange of India Ltd.</b> Listing Department Plot No. C1, Exchange Plaza G Block, Bandra Kurla Complex Bandra (East), Mumbai - 400 051 <b>Symbol: CYBERTECH</b>
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**Sub: Notice to Shareholders holding Shares in Physical Mode – Intimation under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.**

Dear Sir/Madam,

Pursuant to Regulation 30 of the SEBI (listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 read together with SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated December 14, 2021 and SEBI Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 dated November 03, 2021 (the "SEBI Circulars") we wish to inform you that the Company has dispatched the enclosed letter to its physical shareholders, urging them to submit/update their KYC details.

The requisite forms are available on the website of the Company and Registrar and Share Transfer Agent (RTA) i.e., Link Intime India Limited.

Kindly take the same on your record.

Thanking you,  
Yours faithfully,

**For CYBERTECH SYSTEMS AND SOFTWARE LIMITED**

**Sarita Leelaramani**  
**Company Secretary and Compliance Officer**  
**Membership No.: A35587**

Dear Investor,

**Subject:** - Reminder to update KYC details pursuant to SEBI Circular bearing reference no SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16th March, 2023 in supersession of earlier circulars issued by SEBI bearing reference no's SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 & SEBI/HO/MIRSD/MIRSD\_RTAMB/ P/CIR/2021/687 dated 3rd November, 2021 & 14th December, 2021

We refer to the above circulars issued by SEBI that mandates all the listed companies to record **PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and Nomination by holders of physical securities**. Email ID is optional, however the security holders are requested to register email id also to avail online services. This is applicable for all security holders, holding shares in physical mode.

The salient features and requirements of the circular are as follows:

- A) **Non – updation of KYC : Folios** wherein any ONE of the cited details/documents, (i.e. PAN, Bank Details, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and Nomination) are not available on or after **October 01, 2023**, shall be frozen as per SEBI circular.

**Notes:**

1) The securities in the frozen folios shall BE ELIGIBLE:

- To lodge any grievance or avail of any service from us, only after furnishing the complete documents / details as mentioned above.
- To receive any payment including dividend, interest or redemption amount (which would be only through electronic mode) only after they comply with the above stated requirements.

2) a) The formats for Nomination and Updation of KYC details viz; Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and SEBI circular are available on our website as mentioned below:

<https://www.linkintime.co.in> → Resources → Downloads → KYC → Formats for KYC.

b) For registering new bank details or where there is a change in such details, mandatory submission of **Original cancelled cheque leaf** bearing the name of the security holder or alternatively, submission of copy of bank passbook / statement attested by the bank along with Form ISR-2 is required. In case of joint holding, updation of bank details will be done based on the documents provided by the first holder only..

- B) **Mandatory Linkage of PAN with Aadhaar** – It is mandatory to link PAN with Aadhaar number by **June 30, 2023**, as per the Central Board of Direct Taxes (CBDT). Security holders who are yet to link the PAN with Aadhaar number are requested to get the same done before June 30, 2023. Post June 30, 2023 or any other date as may be specified by the CBDT, we will accept for registration only valid PANs which have been linked to their corresponding Aadhaar number. **The securities held in folios which have no PAN registered against the same/or have invalid PAN registered on our records, as on notified cut-off date of June, 30, 2023 or any other date as may be specified by the CBDT, shall also be frozen.**

**Note:** - Security holders from Sikkim can provide self-attested copy of Aadhaar Card/Voter's Card/Driving License/Passport or any other identity proof as issued by the Govt.

In view of the above, we request you to submit the Investor Service Request Form ISR-1 printed overleaf, along with the required supporting documents as stated in Form ISR-1 at the earliest.

You may use any ONE of the following modes for submission:

1. **In Person Verification (IPV):** by producing the originals to the authorised person of the RTA, who will retain copy(ies) of the document(s). Please note the registered shareholder(s) have to visit the office of the RTA for IPV and not their representatives.
2. **In hard copy:** by furnishing self-attested photocopy(ies) of the relevant document, with date.
3. **With e-sign:**
  - (a) In case your email id is already registered with us, you may send the scanned copies of your KYC documents with additionally e-sign affixed on the documents at our dedicated email-id: [kyc@linkintime.co.in](mailto:kyc@linkintime.co.in). Kindly mention the email subject line as "KYC Updation - (Company Name) - Folio No : \_\_\_\_\_"
  - (b) Investors can also upload KYC documents with additionally e-sign affixed on the documents on our website <https://www.linkintime.co.in> → Investor Services → KYC Compliance.

E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-sign user. You may approach any of the empanelled e-sign service providers available on <https://cca.gov.in/> for the purpose of obtaining e-sign.

Yours faithfully,  
For Link Intime India Pvt. Ltd  
Investor Relation Cell (IRC)

*This is a computer generated letter and hence no signature is required. If you have already submitted the documents for updating KYC or have dematerialised your physical securities, please do not submit the documents again.*