



# KILBURN ENGINEERING LTD.

**Corporate office :** 501, 5th floor, I-Think Techno Campus, Jolly Board Tower No.1, Kanjurmarg (East), Mumbai 400 042, Maharashtra, INDIA.  
**Tel No. :** +91 22 6551 0300 **Website :** www.kilburnengg.com **Email :** marketing@kilburnengg.com

Date : 26<sup>th</sup> June, 2026

To  
The Corporate Relationship Department  
**BSE Limited**  
P.J. Tower  
Dalal Street, Fort  
Mumbai - 400 001  
**Scrip Code: BSE 522101**

Dear Sir/Madam,

**Subject: Intimation regarding dispatch of communication to physical shareholders for updation of KYC details, Nomination, Bank Mandate, Special Window for Re-lodgement of Transfer Requests, Investor Awareness under “Saksham Niveshak” Campaign and related matters**

Pursuant to Regulation 30 read with Schedule III and other applicable provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we wish to inform you that the Company has dispatched a communication to all shareholders holding equity shares in physical form, to their registered address as available with the Company.

The communication has been issued with a view to facilitate investor servicing and to disseminate important regulatory information, inter alia, relating to:

1. Mandatory updation of Know Your Customer (KYC) details, including PAN, address, contact details, bank mandate and specimen signature;
2. Registration, updation or opting out of nomination in accordance with the applicable SEBI and Companies Act requirements;
3. Availability and use of the prescribed ISR Forms and SH Forms for various investor service requests;
4. Advisory regarding electronic payment of dividends and benefits of holding securities in dematerialised form;
5. Special Window for Re-lodgement of Transfer Requests and Dematerialisation of eligible physical securities pursuant to the applicable SEBI Circulars;
6. Investor awareness under the “Saksham Niveshak” initiative launched by the Investor Education and Protection Fund Authority (IEPFA), including awareness regarding updation of KYC particulars, settlement of unpaid/unclaimed dividends and avoidance of transfer of shares and dividends to the Investor Education and Protection Fund (IEPF); and
7. Modes available for submission of documents and contact details of the Company’s Registrar and Share Transfer Agent for investor assistance.

A copy of the communication dispatched to the physical shareholders is enclosed herewith for your information and records.



# KILBURN ENGINEERING LTD.

**Corporate office :** 501, 5th floor, I-Think Techno Campus, Jolly Board Tower No.1, Kanjurmarg (East), Mumbai 400 042, Maharashtra, INDIA.  
**Tel No. :** +91 22 6551 0300 **Website :** www.kilburnengg.com **Email :** marketing@kilburnengg.com

Kindly take the above information on record.

Thanking you.

Yours faithfully,

**For Kilburn Engineering Limited**

**Abhijit Mehta**

Company Secretary & Compliance Officer

Encl: a/a



## KILBURN ENGINEERING LTD.

**Regd. Office:** Unit No. 1901, 19th Floor,  
Biowonder — Block A, 789, Anandapur,  
E.M. Bypass, Kolkata – 700 107, West Bengal  
**Tel:** +91-33-6904 5700 | **E-mail:** cs@kilburnengg.com  
**Website:** www.kilburnengg.com  
**CIN:** L24232WB1987PLC042956

Sl. No.:

Date: <>

To,  
<<SHAREHOLDER\_NAME>>  
<<ADDRESS\_LINE\_1>>  
<<ADDRESS\_LINE\_2>>  
<<CITY>> - <<PIN\_CODE>>

**Folio No. / DP ID & Client ID:** <<FOLIO\_NO>>

**Subject: Mandatory Updation of KYC Details, Nomination and Bank Mandate, Special Window for Re-lodgement of Transfer Requests, Claim of Unpaid/Unclaimed Dividends and Investor Awareness under the “Saksham Niveshak” Campaign**

Dear Shareholder,

Pursuant to the applicable provisions of the Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the **SEBI Master Circular No. HO/38/13/(4)2026-MIRSD-POD/I/4298/2026 for Registrars to an Issue and Share Transfer Agents** dated February 06, 2026, shareholders holding securities in physical form are required to furnish/update their Know Your Customer (“KYC”) details, nomination particulars and bank mandate details with the Company / Registrar and Share Transfer Agent (“RTA”).

Further, the Investor Education and Protection Fund Authority (“IEPFA”), Ministry of Corporate Affairs (“MCA”), has launched the investor awareness initiative titled “**Saksham Niveshak**”, pursuant to its circulars/communications including the IEPFA circular dated July 16, 2025 and subsequent communication dated March 27, 2026, with the objective of creating awareness among shareholders regarding updation of KYC details, settlement of unpaid/unclaimed dividend(s) and prevention of transfer of shares and dividend(s) to the Investor Education and Protection Fund (“IEPF”).

### 1. Details to be updated – Quick Overview:

Shareholders holding shares in physical form are requested to update/furnish the following details at the earliest:

Particular	What is required	Why it is important
<b>PAN linked with Aadhaar</b>	Valid PAN linked with Aadhaar	Mandatory for investor identification and compliance with SEBI norms
<b>Postal address</b>	Complete address with PIN code	Ensures timely receipt of all communications
<b>Contact details</b>	Mobile number and e-mail address	Enables faster and electronic communication, including Corporate notices
<b>Bank account details</b>	Bank name, account number, IFSC, MICR, cancelled cheque	Enables electronic credit of dividends and other payments
<b>Specimen signature</b>	Latest signature as per bank records	Required for verification of physical requests and forms
<b>Nomination details</b>	Nomination registration/ updation or opt-out declaration	Facilitates smooth transmission of securities and protection of heirs’ rights

### 2. Forms prescribed by SEBI:

The following forms have been prescribed under the SEBI Master Circular for RTAs for investor service requests and KYC/nomination updation:

Form No.	Purpose	Key supporting documents / details
<b>ISR-1</b>	Registration / updation of PAN, KYC details and changes therein	Self-attested PAN, address proof, bank proof (cancelled cheque / passbook copy), e-mail and mobile details.
<b>ISR-2</b>	Confirmation of signature by banker	Original banker’s attestation (with bank seal and officer’s signature).
<b>ISR-3</b>	Declaration for opting out of nomination	Signed declaration by the holder(s) opting out of nomination.
<b>ISR-4</b>	Investor service requests including issue of duplicate certificate, transmission, transposition, demat requests etc.	Original share certificate(s), Client Master List, KYC documents and other supporting documents as applicable.
<b>SH-13</b>	Registration of nomination	Nominee details, relationship, date of birth (if minor), and signatures of shareholder(s) and nominee/guardian.
<b>SH-14</b>	Cancellation / variation of nomination	Revised nomination request / cancellation request signed by the shareholder(s).

The aforesaid forms can be accessed from the Company's website under the link: [www.kilburnengg.com/investor-relations/shareholder-information/](http://www.kilburnengg.com/investor-relations/shareholder-information/) and also accessed on the website of RTA at [www.mdpl.in/downloads.php](http://www.mdpl.in/downloads.php).

### 3. Important Advisory on Dividends and Demat:

Dividend payments are processed only through electronic mode; therefore, shareholders are requested to ensure that their bank account details, KYC particulars and contact details are duly updated to avoid any delay or inability in receiving dividend payments and other corporate benefits.

Shareholders holding shares in physical form are also advised to convert their holdings into dematerialised form at the earliest, as dematerialisation enhances safety, eliminates risks associated with physical certificates and ensures seamless transferability and faster investor servicing.

### 4. Special window for physical securities:

SEBI, vide Circular No. HO/38/13/11(2)2026-MIRSD-POD/1/3750/2026 dated January 30, 2026, extended the earlier special window for transfer and dematerialisation of physical securities for a further period of one year commencing from February 05, 2026 to February 04, 2027.

This special window is applicable for transfer requests relating to physical securities which were sold/purchased prior to April 01, 2019, including requests that were earlier rejected/returned/not attended due to deficiency in documents or process.

Particular	Condition
<b>Eligible transfers</b>	Physical securities sold/purchased prior to April 01, 2019, and earlier rejected/returned cases.
<b>Documents required</b>	Original share certificate(s), duly executed transfer deed(s), KYC documents as applicable.
<b>Mode of credit</b>	Securities transferred under this special window shall be credited only in dematerialised form.
<b>Lock-in</b>	Securities so transferred shall remain under lock-in for one year from the date of registration of transfer.
<b>Restrictions during lock-in</b>	Securities under lock-in cannot be transferred, pledged or lien-marked during the lock-in period.

Shareholders eligible under this special window are encouraged to utilise this opportunity for regularisation of their holdings.

### ELIGIBILITY MATRIX

Execution Date of Transfer Deed	Lodged Before 01.04.2019?	Original Certificate Available?	Eligible?
Before 01.04.2019	No (Fresh Lodgement)	Yes	✓
Before 01.04.2019	Yes (Rejected / Returned Earlier)	Yes	✓
Before 01.04.2019	No	No	✗
Before 01.04.2019	Yes	No	✗

**Note:** Cases involving disputes between transferor and transferee, and securities already transferred to IEPF, shall not be considered under this window.

### 5. "Saksham Niveshak" Campaign – Unpaid/Unclaimed Dividends:

The "Saksham Niveshak" initiative aims to facilitate:

- Updation of KYC and contact information;
- Registration/updation of nomination details;
- Settlement of unpaid/unclaimed dividend(s); and
- Prevention of transfer of shares and dividend(s) to IEPF.

IEPFA, vide its circular dated July 16, 2025 and subsequent communication dated March 27, 2026, has initiated 100-days campaigns under "Saksham Niveshak" focusing on shareholders whose dividends remain unpaid/unclaimed and whose KYC and other details are not updated.

Dividend(s) remaining unpaid or unclaimed for a period of seven consecutive years, together with the corresponding shares, are liable to be transferred to IEPF in accordance with the Companies Act, 2013 and the applicable IEPF Rules.

### Indicative IEPF transfer timeline

Financial year of dividend	Indicative year of transfer to IEPF*
<b>FY 2018-19</b>	FY 2026-27
<b>FY 2022-23</b>	FY 2030-31
<b>FY 2023-24</b>	FY 2031-32
<b>FY 2024-25</b>	FY 2032-33

\*Subject to actual dates of dividend declaration and payment as per the relevant financial year and applicable law.

Once shares and dividend(s) are transferred to IEPF, recovery requires filing of prescribed e-forms, submission of statutory documents and completion of verification procedures prescribed by the IEPF Authority, which may involve significant timelines and multiple procedural step before restitution of share/dividend.

## 6. Mode of submission – at a glance

### For shareholders holding shares in demat form:

- Kindly contact your **Depository Participant (“DP”)** for updation of KYC details, bank mandate and nomination particulars, as per the procedures prescribed by the depositories.

### For shareholders holding shares in physical form:

- Duly filled and signed forms along with self-attested supporting documents may be submitted to the Company’s RTA through any of the following modes:

Mode	Details
<b>Physical submission</b>	Submission at the RTA office during working hours.
<b>Registered post /courier</b>	Dispatch to the RTA’s registered office address, superscribing “KYC / Nomination / Bank Mandate – <Company Name>”.
<b>Electronic submission*</b>	Scanned copies of documents duly e-signed, wherever permitted as per applicable circulars and RTA process.

\*Shareholders are advised to follow the specific instructions made available on the Company/RTA website regarding acceptance of e-signed documents.

### For Further Assistance — Contact Details

Shareholders are requested to submit their requests along with requisite documents to the Company's Registrar and Share Transfer Agent (RTA) or directly to the Company:

The Secretarial Department	Registrar and Transfer Agent
<b>Kilburn Engineering Limited</b>	<b>Maheshwari Datamatics Pvt. Ltd.,</b>
501, Fifth Floor, Jolly Board Tower - 1, I-Think Techno Campus, Kanjurmarg (East), Mumbai – 400042	23 R. N. Mukherjee Road, 5th Floor, Kolkata –700 001
Tel. no. - +91 22 6551 0300.	Tel. no. - +91 33 2248 2248 / 2243 5029
Email: <a href="mailto:cs@kilburnengg.com">cs@kilburnengg.com</a>	E-mail: <a href="mailto:contact@mdplcorporate.com">contact@mdplcorporate.com</a>

Shareholders are requested to take note of the above and ensure timely compliance to avoid inconvenience in future investor servicing and to safeguard their investments.

Thanking you,

Yours faithfully,

For **Kilburn Engineering Limited**

Sd/-

**Abhijit Mehta**

**Company Secretary**