

July 20, 2024

Ref: OCL/SE/2024-25/34

**BSE Limited**  
Phiroze Jeejeebhoy Towers  
Dalal Street  
Mumbai-400001

**National Stock Exchange of India Limited**  
Exchange Plaza, Plot No. C-1, Block G  
Bandra – Kurla Complex, Bandra (East)  
Mumbai – 400 051

**Scrip Code: 535754**

**Symbol: ORIENTCEM**

Dear Sir,

**Sub: Newspaper Publication and Communication sent to the shareholders w.r.t. Transfer of Equity shares to IEPF Authority**

Pursuant to Regulation 30 read with Schedule III Part A Para A and Regulation 47 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose the following documents:

1. Copies of newspaper advertisement published in the newspapers viz. Business Standard and Utkal Mail on July 20, 2024.
2. Copy of communication sent to the shareholders.

The aforesaid communication was sent to the shareholders through dispatch of physical letters in pursuance of Section 124(6) of the Companies Act, 2013 read with Investor Education and Protection Fund (IEPF) Authority (Accounting, Audit, Transfer and Refund), Rules, 2016 (“Rules”) informing regarding the compulsory transfer of Equity Shares to Investor Education and Protection Fund with respect to the unpaid/unclaimed final dividend for financial year 2016-17 who have not claimed their dividends for seven or more consecutive years and whose shares are liable for transfer to the IEPF Authority under the aforementioned Rules.



This is for your information and records.

Thanking you,

For **Orient Cement Limited**

**Diksha Singh**  
**Company Secretary and Compliance Officer**  
Investor E-mail id: investors@orientcement.com

Encl. As stated

	
<b>Orient Cement Limited</b>	
CIN: L26940OR2011PLC013653	
Registered Office: Unit VIII, Plot No. 7, Bhojnagar, Bhubaneswar, Odisha-751 012 Tel: 0674-2366930	
Corporate Office: Birla Tower, 3 <sup>rd</sup> Floor, 25, Barakhamba Road, New Delhi-110 001 Tel: 011-42092100, 011-42692190 Email: investors@orientcement.com Website: www.orientcement.com	
<b>NOTICE TO THE EQUITY SHAREHOLDERS TRANSFER OF EQUITY SHARES TO INVESTOR EDUCATION AND PROTECTION FUND (IEPF) AUTHORITY</b>	
<p>In terms of Section 124(5) of the Companies Act, 2013 ("Act"), any money transferred to the Unpaid Dividend Account of the Company, which remains unpaid or unclaimed for a period of seven (7) years from the date of such transfer shall be transferred to the IEPF, a fund established by Central Government under Section 125 of the Act. Further, pursuant to the provisions of Section 124(5) of the Act read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("IEPF Rules"), all shares in respect of which dividend remains unpaid or unclaimed for seven (7) consecutive years or more shall also be transferred by the Company to the Demat Account of IEPF Authority.</p> <p>In this regard, this is to bring to your kind attention that the shares of the shareholders whose dividends are lying unclaimed for seven consecutive years from the date of transfer of final dividend declared for FY 2016-17 to unclaimed account are due for transfer to IEPF on October 25, 2024.</p> <p>Accordingly, individual communication has been sent to the registered address of all the shareholders whose dividends are lying unclaimed for seven consecutive years i.e. from FY 2016-17 till date and whose shares are liable to be transferred to the IEPF Authority under the IEPF Rules. The details of such shareholders have been uploaded on the website of the Company at <a href="https://orientcement.com/other-disclosure/">https://orientcement.com/other-disclosure/</a>.</p> <p>Shareholders have been requested to forward the requisite documents as per abovementioned communication, to the Company's Registrar and Share Transfer Agent i.e. KFin Technologies Limited to claim the unclaimed dividend for FY 2016-17 and onwards. In case the dividend(s) are not claimed by October 25, 2024, necessary steps will be initiated by the Company to transfer the unclaimed dividend along with the underlying shares to IEPF Authority, in the manner provided under IEPF Rules, without any further notice. Please note that no claim shall lie against the Company in respect of the shares so transferred to IEPF.</p> <p>Please note that both the unclaimed dividend and the underlying shares including all benefits accruing on such shares, if any, once transferred to IEPF can be claimed back only from IEPF Authority by following the procedure prescribed in this regard on the website i.e. <a href="http://www.iepf.gov.in">www.iepf.gov.in</a>.</p> <p>In case of any queries, the concerned shareholders may please contact the Registrar and Share Transfer Agent of the Company, viz. KFin Technologies Ltd, Selenium Tower B, Plot 31 &amp; 32, Financial District, Narekramguda, Serilingampally Mandal, Hyderabad - 500 032, Telangana, Toll Free No.: 1800-309-4001, Email: <a href="mailto:cinvest.rts@kfin.tech">cinvest.rts@kfin.tech</a>. Emails may also be sent to <a href="mailto:investors@orientcement.com">investors@orientcement.com</a>.</p> <p>This notice is made available on the Company's website <a href="http://www.orientcement.com">www.orientcement.com</a> and on the website of stock exchanges <a href="http://www.bseindia.com">www.bseindia.com</a> and <a href="http://www.nseindia.com">www.nseindia.com</a>.</p>	
<b>For Orient Cement Limited</b> Sd/- <b>Diksha Singh</b> Company Secretary	
Place : New Delhi Date : July 19, 2024	



**Orient Cement Limited**

CIN: L26940OR2011PLC013933

Registered Office: Unit VIII, Plot No. 7, Bhoinagar, Bhubaneswar, Odisha-751 012

Tel: 0674-2396930

Corporate Office: 3<sup>rd</sup> Floor, Birla Tower, 25, Barakhamba Road, New Delhi-110 001

Tel: 011-42092100, 011-42092190

Email: investors@orientcement.com | Website: www.orientcement.com

Date: \_\_\_\_\_

Folio/DP ID & Client ID No: \_\_\_\_\_

Name of the Sole / First Holder: \_\_\_\_\_

Address \_\_\_\_\_

Dear Shareholder(s),

**Sub.: Claim your outstanding dividend(s) on or before October 15, 2024 to avoid transfer of your Equity Shares to the Investor Education and Protection Fund (IEPF)**

**Ref: Pursuant to Section 124(5)/(6) of the Companies Act, 2013 ("Act") read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("IEPF Rules")**

We draw your kind attention that as per our records the amount of dividend(s) mentioned in the enclosed annexure titled "Request Letter Cum Undertaking" are unclaimed against your name. Please note that the unpaid/unclaimed dividend for FY 2016-17 along with underlying shares are due for transfer to IEPF.

As per Section 124(5) of the Companies Act, 2013 ("the Act"), all money transferred to the unpaid dividend account of Orient Cement Limited, which remains unpaid/unclaimed for a period of seven (7) years from the date of such transfer shall be transferred to the Investor Education and Protection Fund (IEPF), a fund established by the Central Government under Section 125 of the Act. The Company has regularly uploaded on its website and also on the website of the Ministry of Corporate Affairs, Government of India, full details of unpaid or unclaimed dividends from time to time, as required by law.

Further, as per Section 124(6) of the Act, read with IEPF Rules all shares in respect of which dividend remains unpaid or unclaimed for seven (7) consecutive years or more shall also be transferred by the Company to the Demat Account of IEPF.

Please note that the unpaid/unclaimed final dividend for the Financial Year 2016-17 shall become due to transfer to IEPF within a period of 30 days from **October 25, 2024**, upon completion of seven years in terms of section 124(6) of the Act. The corresponding shares shall also be transferred to relevant Demat Account of the IEPF Authority as per Rule 6 of the IEPF Rules 2016, as amended.

You are thus requested to claim the unclaimed dividend by sending us a written application on or before **October 15, 2024**, by sending the following documents to **KFin Technologies Limited**, Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad- 500 032 or email at einward.ris@kfintech.com:

**a) In case Shares are held in Demat Form:**

- Original dividend warrant(s)/demand draft(s)/bankers cheque(s), if applicable;
- Request letter cum undertaking (*duly filled and signed as per format attached or a duly filled in indemnity letter in the format available at the website of the Company*)
- Latest client master list duly updated with current Bank details. Payment will be made to the bank account registered against the said demat account.
- PAN Card duly self-attested along with Original cancelled cheque leaf with pre-printed name of the First holder. (*if name is not pre-printed on the cheque leaf, a copy of bank statement / passbook duly attested by Bank.*)

**b) In case Shares are held in Physical Form:**

- Original dividend warrant(s)/demand draft(s)/banker cheque(s), if applicable;
- Request letter cum undertaking (*duly filled and signed as per format attached or a duly filled in indemnity letter in the format available at the website of the Company*)
- Investor Request Form ISR-1, Form ISR-2, Form ISR-3 or SH-13 (*duly filled and signed as per format available on Company's website- [www.orientcement.com](http://www.orientcement.com) and RTA website- [www.kfintech.com](http://www.kfintech.com)*)

As per SEBI circular no. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 read with circular no. SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024, with effect from April 1, 2024, outstanding dividend payments will be credited directly to the bank account of the shareholders holding shares in physical form in respect of the folios where PAN, KYC details are updated with the RTA. In absence of these details, the payment of dividend amount cannot be processed.

In case the dividend(s) are not claimed by the cut-off date, necessary steps will be initiated by the Company to transfer the unpaid dividend along with the underlying equity shares held by you which are due for transfer to IEPF in accordance with the notification(s) issued by the Ministry of Corporate Affairs ("MCA") from time to time, without any further notice. **Please note that no claim shall lie against the Company in respect of the Equity shares so transferred to IEPF.**

In case the shares are held by you:

- In physical form - new share certificate(s) will be issued and transferred in favour of IEPF on completion of necessary formalities. Hence, the original share certificate(s) registered in your name will be deemed cancelled and non-negotiable.
- In demat form - the Company shall inform the depository by way of corporate action for transfer of shares lying in your demat account in favour of IEPF.

The IEPF Rules and the application form (Web Form IEPF-5), as prescribed by the Ministry of Corporate Affairs, are available on the website of the Company at [www.orientcement.com](http://www.orientcement.com) as also on the website of the Ministry of Corporate Affairs at [www.iepf.gov.in](http://www.iepf.gov.in).

Please note that both the unclaimed dividend and underlying shares including all benefits accruing on such equity shares, if any, once transferred to IEPF can be claimed back only from IEPF Authority by submitting an online application in prescribed Form IEPF-5 available on the website i.e. [www.iepf.gov.in](http://www.iepf.gov.in) after following the procedure prescribed therein.

Please feel free to contact the Company / KFin Technologies Ltd. in case you have any queries at their following address / email / telephone number:

<p><b>Orient Cement Limited</b>  <b>Registered Office:</b> Unit VIII, Plot No. 7, Bhoinagar, Bhubaneswar, Odisha-751 012            Tel: 0674-2396930  <b>Corporate Office:</b> 3<sup>rd</sup> Floor, Birla Tower, 25, Barakhamba Road, New Delhi-110 001            Tel: 011-42092100, 011-42092190            Email: <a href="mailto:investors@orientcement.com">investors@orientcement.com</a>            Website: <a href="http://www.orientcement.com">www.orientcement.com</a></p>	<p><b>M/s KFin Technologies Limited</b>            Unit: Orient Cement Limited            Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad- 500 032            Tel.: 040-67162222            Toll Free No.: 1800 3094 001            Email: <a href="mailto:einward.ris@kfintech.com">einward.ris@kfintech.com</a>            Website: <a href="http://www.kfintech.com">www.kfintech.com</a></p>
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Thanking you,

Yours faithfully

For **ORIENT CEMENT LIMITED**

Sd/-

**Diksha Singh**  
**Company Secretary**

### Request letter cum undertaking

Date :

To,

**KFin Technologies Limited**  
 Unit – Orient Cement Limited (“the Company”)  
 ISIN- INE876N01018  
 Selenium Tower B, Plot 31-32,  
 Gachibowli, Financial District,  
 Nanakramguda, Hyderabad- 500 032  
 Tel.: 040-67162222

Dear Sir/Madam,

**Sub: Payment of unpaid/ unclaimed dividend**

**Ref: FOLIO/DPID/CLIENT ID : .....**

This has reference to your letter dated \_\_\_\_\_, 2024. I/We, hereby request you to release all my/our unpaid/unclaimed dividend lying with the Company as mentioned below in respect of equity shares held by me/us in above mentioned Folio/DP ID/Client ID.

Financial Year	Date of Payment(s)	Dividend Warrant No.	Dividend Amount(s) Rs.
FNL. DIV. 2016-17	29-09-2017		
FNL. DIV. 2017-18	22-08-2018		
FNL. DIV. 2018-19	05-08-2019		
FNL. DIV. 2019-20	05-08-2020		
INT. DIV. 2020-21	23-02-2021		
FNL. DIV. 2020-21	07-08-2021		
INT. DIV. 2021-22	22-02-2022		
FNL. DIV. 2021-22	01-08-2022		
INT. DIV. 2022-23	20-02-2023		
FNL. DIV. 2022-23	04-08-2023		
INT. DIV. 2023-24	23-02-2024		

*Note: Unpaid dividends up to Final Dividend paid for financial year 2015-16 have already been transferred to IEPPF.*

In consideration of your transferring the amount directly in my given Bank Account in lieu of Dividend Warrant(s)/Demand Drafts(s) lying unpaid/unclaimed in my/our name(s) and which are irretrievable /lost or misplaced or crediting the amounts directly to my Bank Account, I/We hereby agree and undertake to hold the Company, its Directors and Officers harmless and to keep them protected from /against all losses, costs or damages which you may sustain or incur by reason of the Company issuing Demand Draft(s) or by the original Dividend Warrant(s) being, at any time, found and presented for payment by

any person or persons claiming to be the holder(s) of the Dividend Warrant(s) or in any way interested therein.

I/We further agree and undertake to return to you the original Dividend Warrants / Demand Draft(s), should it be found by me/us or again come into my/our possession at any time hereafter.

I/We am/are enclosing the following (tick <input type="checkbox"/> whichever is applicable)	
<b>For Shares held in demat form:</b>	
<input type="checkbox"/> Original dividend warrant(s)/demand draft(s)/banker cheque(s)	
<input type="checkbox"/> Copy of latest client master list with updated Bank details.	
<input type="checkbox"/> Self-attested copy of PAN Card along with Original cancelled cheque leaf with pre-printed name of the First holder. <i>(if name is not pre-printed on the cheque leaf, a copy of bank statement / passbook duly attested by Bank.)</i>	
<b>For Shares held in physical form:</b>	
<input type="checkbox"/> Original dividend warrant(s)/demand draft(s)/ banker cheque(s)	
<input type="checkbox"/> Self-attested copy of PAN Card along with Original cancelled cheque leaf with pre-printed name of the First holder. <i>(if name is not pre-printed on the cheque leaf, a copy of bank statement / passbook duly attested by Bank.)</i>	
<input type="checkbox"/> Investor Request Form ISR-1, Form ISR-2, Form ISR-3 or SH-13 <i>(duly filled and signed along with supporting documents)</i>	
Email Id:	Mobile No.
Name:	_____ Signature of first shareholder
Place:	

**Note:** Please ensure that, the Complete bank details are updated in your demat account, with IFSC code for processing your request.