

Dear Shareholder,

RE: UPDATION OF PAN, KYC, NOMINATION AND BANK DETAILS etc.

The Securities and Exchange Board of India ("SEBI") vide its circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 read with Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021, has made it mandatory for the shareholders holding securities in physical form to furnish PAN, KYC details and Nomination to the Registrar and Share Transfer Agent ('RTA') of the Company i.e. Sarthak Global Limited.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

1. Permanent Account Number ("PAN").
2. Nomination (for all eligible folios) in Form No. SH-13 or submit declaration to "Opt-Out" in Form No. ISR-3 (Note: Any cancellation or change in nomination shall be provided in Form No. SH-14.)
3. Contact details including address available with RTA with PIN code, Mobile Number, e-mail address.
4. Bank account details (bank name and branch, bank account number, IFS Code).
5. Specimen signature.

For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

The shareholders can download the forms mentioned in SEBI circular as given below: -

Sr. No.	Purpose	Form	Download Form
1.	Request for Registering PAN, KYC details or Changes/updates thereof (only for securities held in physical form)	Form ISR-1	(link for download)
2.	Confirmation of Signature of securities holder by Banker	Form ISR-2	(link for download)
3.	Declaration form for Opting-out of Nomination by holders of physical securities	Form ISR-3	(link for download)
4.	Nomination Form	Form SH-13	(link for download)
5.	Cancellation or Variation of Nomination	Form SH-14	(link for download)

Copies of the Circular together with the relevant forms are available on the Company's website and that of the Sarthak Global Limited at <http://www.sarthakglobal.com/formats-for-kyc>

For Shares in Dematerialised Form request may be sent to the Depository Participant where the shareholder is having account for dematerialized shares.

Freezing of Folios without PAN, KYC details of Nomination

Folios wherein any one of the above-mentioned documents / details are not available on or after 1st April, 2023 shall be frozen by RTA in terms of aforementioned circular. The frozen folios shall be referred by RTA to the administering authority under the Benami Transaction (Prohibition) Act, 1988 and/or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on 31st December, 2025.

Compulsory linking of PAN and Aadhaar by all shareholders in physical mode

From 31st March, 2022 RTA will accept only valid PAN and also verify that the PAN in the existing folios are valid i.e. whether it is linked to the Aadhaar number of the shareholders. The folios in which PAN is not valid as on the notified cut-off date of 31st March, 2022 or any other dates as may be specified by the Central Board of Direct Taxes, will be frozen.

Mandatory furnishing of PAN, KYC details and Nomination by holders of physical securities

As per the aforesaid SEBI circular the RTA shall not process any service request or complaint received from the holder(s) / claimant(s) until PAN, KYC and Nomination documents/ details are received.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

- a) Through hard copies which should be self-attested and dated.
- b) Thorough electronic mode, provided that they are sent through email id of the holder registered with RTA and all documents should be electronically/digitally signed by the shareholder and in case of joint holders, by the first joint holder.

Please note the following contact details of our RTA to submit your PAN/KYC/Nomination/Bank details etc.:

Sarthak Global Limited

170/10, Film Colony, R.N.T. Marg,

Indore – 452001

email id: investors@sarthakglobal.com

Phone No.: +91731-4279626



Patanjali Foods Limited

(Formerly known as Ruchi Soya Industries Limited)

CIN: L15140MH1986PLC038536

Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra

Email: secretarial@patanjalifoods.co.in Telephone: (+91-22) 22828172/69061600

Website: www.patanjalifoods.com

Date: March 07, 2023

Name of Shareholder:

Folio / DP Id & Client Id No:

Address:

Subject: Furnishing of PAN, KYC, Nomination and Bank details by shareholders holding physical securities/shares

Dear Shareholder,

This has reference to our earlier letter dated 17.01.2022 regarding furnishing PAN, KYC and Nomination details by the shareholders holding shares/securities in physical form. You are once again requested to update your PAN, KYC and nomination details with RTA i.e. Sarthak Global Limited, of the Company in order to avoid freezing of folios as per SEBI circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021.

The Securities and Exchange Board of India ("SEBI") vide its circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 read with Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021, has made it mandatory for the shareholders holding securities in physical form to furnish PAN, KYC details and Nomination to the Registrar and Share Transfer Agent ('RTA') of the Company.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

1. Permanent Account Number ("PAN").
2. Nomination (for all eligible folios) in Form No. SH-13 or submit declaration to "Opt-Out" in Form No. ISR-3 (Note: Any cancellation or change in nomination shall be provided in Form No. SH-14.)
3. Contact details including address available with RTA with PIN code, Mobile Number, e-mail address.
4. Bank account details (bank name and branch, bank account number, IFS Code).
5. Specimen signature.

For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

The shareholders can download the forms mentioned in SEBI circular as given below: -

Sr. No.	Purpose	Form
1.	Request for Registering PAN, KYC details or Changes/updation thereof (only for securities held in physical form)	Form ISR-1
2.	Confirmation of Signature of securities holder by Banker	Form ISR-2
3.	Declaration form for Opting-out of Nomination by holders of physical securities	Form ISR-3
4.	Nomination Form	Form SH-13
5.	Cancellation or Variation of Nomination	Form SH-14

Copies of the Circular together with the relevant forms are available on the Company's website <http://www.patanjalifoods.com/kycUpdation.php> and that of the Sarthak Global Limited at <http://www.sarthakglobal.com/formats-for-kyc>

For Shares in Dematerialized form, request may be sent to the Depository Participant where the shareholder is having account for dematerialized shares.



Patanjali Foods Limited

(Formerly known as Ruchi Soya Industries Limited)

CIN: L15140MH1986PLC038536

Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra

Email: secretarial@patanjalifoods.co.in **Telephone:** (+91-22) 22828172/69061600

Website: www.patanjalifoods.com

Freezing of Folios without PAN, KYC details of Nomination

Folios wherein any one of the above-mentioned documents / details are not available, on or after 1st April, 2023 shall be frozen by RTA in terms of aforementioned circular. The frozen folios shall be referred by RTA to the administering authority under the Benami Transaction (Prohibition) Act, 1988 and/or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on 31st December, 2025.

Compulsory linking of PAN and Aadhaar by all shareholders in physical mode

From 31st March, 2023 or any other dates as may be specified by the Central Board of Direct Taxes (CBDT), RTA will accept only valid PAN and also verify that the PAN in the existing folios are valid i.e. whether it is linked to the Aadhaar number of the shareholders. The folios in which PAN is not valid as on the notified cut-off date of 31st March, 2023 or any other dates as may be specified by the Central Board of Direct Taxes, will also be frozen.

Mandatory furnishing of PAN, KYC details and Nomination by holder of physical securities

As per the aforesaid SEBI circular, the RTA shall not process any service request or complaint received from the holder(s) / claimant(s) until PAN, KYC and Nomination documents/ details are received.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

- a) Through hard copies which should be self-attested and dated.
- b) Thorough electronic mode, provided that they are sent through email id of the holder registered with RTA and all documents should be electronically/digitally signed by the shareholder and in case of joint holders, by the first joint holder.

Please note the following contact details of our RTA to submit your PAN/KYC/Nomination/Bank details etc.:

Sarthak Global Limited

170/10, Film Colony, R.N.T. Marg,

Indore – 452001

email id: investors@sarthakglobal.com

Phone No.: +91731-4279626

Thanking You

For **Patanjali Foods Limited**

(Formerly known as Ruchi Soya Industries Limited)

Sd/-

Ramji Lal Gupta

Company Secretary