

Dear Physical Security holders,

We would like to draw your attention to Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, issued by SEBI, on Common and Simplified Norms for processing Investor's Service Request by RTAs.

As per the above circular, SEBI has mandated investors holding securities in physical mode of listed companies to furnish below details:

1. PAN linked with Aadhar
2. Contact details- Postal Address with PIN code, Email address, Mobile No.
3. Bank Account details
4. Specimen Signature
5. Nomination/ Declaration to opt-out of Nomination

Consequences of not updating the KYC on or before 1st October 2023 on folios of physical shareholders:

1. Folios wherein any one of the cited document/details are not available on or after October 01, 2023, shall be frozen by the RTA.
2. Security holder whose folio have frozen can lodge grievance or avail service request from RTA only after furnishing cited documents/details.
3. Payments including dividend, interest or redemption in respect to frozen folios will be paid only through electronic mode w.e.f. April 01, 2024, after furnishing cited documents/details.
4. RTA shall revert the frozen folios to normal status upon receipt of cited documents/details.

Shareholder can download the Forms through <https://www.diageoindia.com/en/investors/shareholder-centre/downloads>. Hard copies of above documents should be send at our Registrar and Transfer Agent on below address:

Integrated Registry Management Services Private Limited
Cin No: U74900TN2015PTC101466
No. 30, Ramana Residency, 4th Cross, Sampige Road
Malleswaram, Bangalore - 560003
Tel: +91-80-23460815-818 | Fax: +91-80-23460819

For further details, kindly refer SEBI circular on below link:

https://www.sebi.gov.in/legal/circulars/mar-2023/common-and-simplified-norms-for-processing-investor-s-service-requests-by-rtas-and-norms-for-furnishing-pan-kyc-details-and-nomination_69105.html