

## NOTICE TO SHAREHOLDERS

Dear Member(s),

Sub.: Transfer of Equity Shares of the Company to the Investor Education and Protection Fund (IEPF) Suspense Account

As you are aware, dividend declared by the Company is remitted either electronically or by sending dividend warrants to the registered address of the eligible shareholders.

As per Section 124(5) of the Companies Act, 2013, all unpaid or unclaimed dividends for a period of seven years are required to be transferred by the Company to the Investor Education and Protection Fund (IEPF) established by the Central Government. We regularly upload on our website as also on the website of the Ministry of Corporate Affairs, Government of India, full details of such unpaid or unclaimed dividends before transferring to IEPF.

Further, Section 124(6) requires that all shares in respect of which unpaid or unclaimed dividend has been transferred to IEPF, shall also be transferred to IEPF. Ministry of Corporate Affairs has notified Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 [Rules] which have come into force from September 7, 2016. The said Rules, amongst other matters, contain provisions for transfer of all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more, in the name of IEPF Suspense Account.

As per the records, you have not encashed your dividends for seven continuous years and accordingly, in terms of the above Rules, your shares are liable to be transferred to IEPF. You are requested to immediately claim your unpaid dividends and avoid the transfer of your shares to IEPF by sending following documents to the company or to M/s Bigshare Services Private Limited, Registrar and Transfer Agents (RTA) of the Company at the address mentioned in this letter, on or before 30.10.2022:

1. Enclosed Letter of Undertaking duly filled and signed
2. Self-attested copy of Pan Card and Address Proof
3. Copy of Cancelled Cheque
4. Signature duly attested by your banker, in the format attached

As per the above-mentioned rules, shares held in physical form are liable to be transferred to IEPF Suspense Account, by issuing duplicate share certificates and upon issue of such duplicate share certificates, the original share certificate(s) which stand registered in your name will be deemed cancelled and non-negotiable. In case the shares are held in demat form and are liable to be transferred to IEPF Suspense Account, the Company will give Delivery Instruction Slip to the Depository for transfer of shares to IEPF.

However, you can claim from IEPF Authority both unclaimed dividend amount and the shares transferred to IEPF Suspense Account by making an application in Form IEPF-5 online and send the physical copy of the same duly signed (as per registered specimen signature) along with requisite documents enumerated in the said Form IEPF-5 to the Company at its Registered

Office or to M/s Bigshare Services Private Limited, RTA of the Company for verification of your claim. We shall send a verification report to IEPF Authority for refund of the unclaimed dividend amount and transfer of the shares back to the credit of the shareholder.

In case we do not hear anything from you on this intimation letter before 30.10.2022, we shall, with a view to comply with the requirements of the said Rules, transfer the shares to IEPF Suspense Account as per procedure stipulated in the Rules, without any further notice. Please note that no claim shall lie against the Company in respect of unclaimed dividend amount and shares transferred to IEPF Authority pursuant to the said Rules.

Please feel free to contact the Company/Bigshare Services Private Limited in case you have any queries at their following address / email / telephone number:

SARDA ENERGY & MINERALS LIMITED  
Regd. Off: 73A, Central Avenue, Nagpur [MH] 440018  
Phone: +91 712 2722407  
Email: cs@seml.co.in, Website: www.seml.co.in

Bigshare Services Private Limited  
Office No S6-2, 6th floor Pinnacle Business Park  
Next to Ahura Centre, Mahakali Caves Road  
Andheri (East), Mumbai - 400093 | India  
Board No.: 022-6263 8200 / 222 / 205  
Email - investor@bigshareonline.com

Thanking you,

Yours faithfully,  
For SARDA ENERGY & MINERALS LIMITED

Sd/-  
Manish Sethi  
Company Secretary

Raipur, 27.07.2022

**Note:** Complete list of all cases falling due for transfer to IEPF is attached to this Notice

## LETTER OF UNDERTAKING

Company: Sarda Energy & Minerals Ltd.

Reference: Folio No. \_\_\_\_\_

I/We hereby confirm that I/we have not encashed, negotiated or otherwise dealt in some of the dividend paid by the Company in last seven years, so as to create any adverse claim upon the amount of the dividend warrant(s).

In consideration of your issuing to me/us all Demand Draft(s)/Pay Order(s) in lieu of the Dividend Warrant(s) lying unclaimed/ unpaid in my/our name(s) and which are irretrievable /lost or misplaced or crediting the amounts directly to my bank account as mentioned below, I/we hereby agree and undertake to hold you harmless and to keep you protected from /against all losses, costs or damages which you may sustain or incur by reason of your issuing Demand Draft(s)/ Pay Order(s) or due to effecting direct credit to my/our bank account, due to the original Dividend Warrant(s) being, at anytime, 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, should it be found by me/us or again come into my/our possession at any time hereafter.

	Name	Signature
First Holder		
Joint Holder 1		
Joint Holder 2		
Address of 1st Holder		

### Bank account details (for electronic credit of unpaid dividends and all future dividends)

Name of Bank	
Name of Branch	
Account Number	
Account Type (Saving/ Current/ Cash Credit)	
9-digit MICR Number (Please enclose photocopy of cheque	
11 Digit IFSC Code	

Witness 1:	Witness 2:
Name	Name
Address	Address
Signature	Signature

**Note: Witness should be persons other than the family members.**

ON BANK'S LETTER HEAD

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TO WHOMSOEVER IT MAY CONCERN

Sub: Sign Verification

With reference to the subject, we hereby confirm that, the following bank account holder holds the bank account with us since more than last six months & his specimen signature is matching with the specimen signature registered with us.

Name of Bank Account holder:

Bank Account Number :

Name of Bank & Branch :

Phone No. of Branch :

Specimen signature of Account holder:

For \_\_\_\_\_  
(Name of bank)

(Signature & bank seal)

Name:

Designation:

Employee code:

Date:

SRNO	FOLIO/DPCL	NAME	ADD1	ADD2	ADD3	CITY	PINCODE
1	'1201910102338600	AJAI KUMAR OMAR	'83	'UMMEDARAY		'UNNAO	241504
2	'1301240000028631	ORTEM SECURITIES LIMITED	'59 BENTICK STREET	'FIRST FLOOR		'CALCUTTA	700069
3	'1304140006388059	NARENDRA B KHANDHAR	'NO 5 RAMVADI	'GULABNAGAR		'JAMNAGAR	361007
4	'A00007	ASHA MANHARLAL BHUKHANWALA	'KISMAT BUILDING, 48,CARTER ROAD	'6TH FLOOR, FLAT NO.21,	'BANDRA,	'BOMBAY	400050
5	'A00020	AMINA ABEDIN KAKA	'41/ 9TH FLOOR, WANDERLAND,	'7, M.G.ROAD,		'PUNE	411001
6	'A02230	ALKA PURANSINGH CHAUHAN	'PLOT NO.183 SECTOR 29			'GANDHINAGAR	382029
7	'A02739	ARUN KUMAR	'B - 75,	'RAMESH NAGAR (DOUBLE STOREY)		'NEW DELHI	110015
8	'A02781	ARUNABEN SURESHBHAI DHANDHARA	'C/O DHANDHARA MACHINERY STORES	'AT & POST THARA TO KANKREJ		'BANASKANTHA	385555
9	'A04139	ANJAN DATTA	'CENTRAL BANK OF INDIA	'CHAS BRANCH	'DT. BOKARO	'BOKARO	827013
10	'A04472	ANSHOO C BAJAJ	'25, CARIAPPA ROAD	'CANTONMENT		'LUCKNOW	226002
11	'A04605	ARUN KRISHNA CHAUDHARI	'B -404, NITESH BHUVAN	'BEHIND NILESH BHUVAN	'GOGRASWADI, DOMBIVALI (EAST)	'BOMBAY	421201
12	'A04652	ANIL KUMAR MERTIYA	'S/O GIRDHARI LAL MERTIYA	'29/1 ONKARMAL JATIA ROAD	'NEAR SARWAMANGLA KALI MANDIR 2ND FLOOR	'HOWRAH	711103
13	'A04686	ANSHUL GOEL	'HOUSE NO-10729	'WARD-6	'NEAR OLD POST OFFICE ROAD	'AMBALA CITY	134002
14	'A05078	AMBADEVI BHATTAD	'C/O BHATTAD STEEL TRADERS	'GANJ LINE	'RAJNANDGAON		0
15	'B02810	BABU KOTHARI	'45/1 OPP BANK OF INDIA	'MANEK CHOWK		'AHMEDABAD	380001
16	'B02844	BANKIM CHANDRA BANERJEE	'BEJOYKRISHNA PALLY KUSUMBA	'PO NARENDRAPUR DT SOUTH 24 PARGANAS		'24 PARGANA	743508
17	'B02995	BRIG GUR DAYAL	'242, SECTOR-37,		'NOIDA	'GHAZIABAD	201303
18	'B03034	B S BADRINATH	'2230/83, "ARUNADHRI"	'SUBRAMANYANAGAR, 9TH MAIN ROAD	'E BLOCK, R/NAGAR, 2ND STAGE,	'BANGALORE	560010
19	'B03530	BHAGWANDAS GOBINDRAM HUF	'174/4863, PANT NAGAR	'GHATKOPAR (EAST)		'BOMBAY	400075
20	'C02140	CHANDRA KANTA KARWA	'C/O VENKATESHWARLAL STORE	'14-7-253 CHUDI BAZAR		'HYDERABAD	500012
21	'C02148	CHANDRA MURLIDHAR MENGHRAJANI	'A/1 MORAR FLATS	'MANINAGAR EAST		'AHMEDABAD	380008
22	'C02397	CHAIN SUKH KABRA	'H NO 6-3-834 AMEERPET			'HYDERABAD	500016
23	'C03050	CONCEICAO D F DO ROSARIO	'M/S CHOWGULE CO. LTD.	'ACCOUNTS DEPT	'MURMUGAO HARBOUR	'GOA	403803
24	'D00012	DILIPKUMAR DAYALJI DESAI	'FLAT NO. 38	'BUILDING NO B/5, GANDHI NAGAR	'M.I.G COLONY, BANDRA EAST	'BOMBAY	400051
25	'D02667	DR SURESH RAMDEV TIWARI	'LAXMIPURA OPP VIJAY MILL	'NARODA ROAD		'AHMEDABAD	380025
26	'D02851	DR JORAJ KAUR	'KOTHI NO 168-B RANJIT AVENUE	'AJNALA ROAD		'AMRITSAR	0
27	'D03495	DHIRENDRA MOHAN BHATNAGAR	'C/O AAREM MONEY MANAGERS LIMITED	'REG.OFFICE C-45, NARAINA VIHAR		'NEW DELHI	110028
28	'G02197	GEORGE MANUEL D'SOUZA	'527 CENTRE STREET	'CAMP		'PUNE	411001
29	'G03132	GOVIND MEHTA	'77-C, GOVIND NIVAS	'RANADE ROAD	'DADAR	'MUMBAI	400028
30	'H02023	H SUBRAMANYA BHATTA	'NO 13 GANESH NILAYA	'MIDDLE SCHOOL CROSS ROAD V V PURAM		'BANGALORE	560004
31	'H02078	HANUMAN PRASAD CHURIWALA	'C/O SATYANARAYAN HANUMAN PRASAD & CO	'160 JAMUNALAL BAZAZ STREET		'CALCUTTA	700007
32	'H02185	HARISH KUMAR VATYANI	'341, NEHRU NAGAR			'AGRA	282002
33	'H02200	HARJEET KAUR	'B-35 INDER PURI			'NEW DELHI	110012
34	'H02667	HEMANT MITTAL	'118/202 KAUSHAL PURI			'KANPUR	208001
35	'I02028	IMRAN YUSUF KURESHI	'AT & PO ILAV DIST BHARUCH			'SURAT	394810
36	'J02030	JAGANNIVAS ORAVANTHURUTHI	'AGNEL TECHNICAL COLLEGE	'BANDSTAND BANDRA W		'BOMBAY	400050
37	'J02822	JITENDRAKUMAR MANTRI	'MANTRI NIWAS	'1-28-30 CLUB ROAD NEAR S R P E		'JALNA	431203
38	'J02855	JYOTSNA CHAMANLAL	'D-10, SAYONA PARK,	'BEHIND SUN & STEP CLUB,		'AHMEDABAD	380061
39	'J02857	JYOTSNA PUNAMCHAND PATEL	'D-10, SAYONA PARK	'BEHIND SUN & STEP CLUB,		'AHMEDABAD	380061
40	'J03286	JITENDRAKUMAR MANTRI	'MANTRI NIWAS 1 28 30 CLUB ROAD	'ROAD NEAR SRPF		'JALNA	431203
41	'J03438	JAYSHREE ATMARAM ZOPE	'WANJALA ROAD, GANGAWADI	'OPP T V CENTRE	'BHUSAWAL	'JALGAON	425201
42	'K00013	KANTA CHUGH	'C/O MUKESH TEXTILES,	'OPP. KQUALITY STORE, NAYA BAZAR,		'GWALIOR	474009
43	'K03331	KAVERIDEVI MANTRI	'MANTRI NIWAS	'1-28-30 CLUB ROAD NEAR S R P E		'JALNA	431203
44	'K03509	K RAGHU	'C/O K.R KUMAR & CO.,	'M-12, UNITY BUILDING	'J.C ROAD	'BANGALORE	560002
45	'K03643	KHADUJA R CHAUS	'R NO 6 BLOCK NO 30	'SHASTRI VASAHAAT	'MAHUVA	'BHAVNAGAR	364290
46	'K03934	KUHULIKA VASISHTA	'DELHI ROAD			'GURGAON	122001
47	'K04139	K GANDHI	'STATE BANK OF INDIA, R	'RASIPURAM		'SALEM	637408
48	'K04185	KAVERIDEVI MANTRI	'MANTRI NIWAS 1 28 30 CLUB ROAD	'NEAR SRPF		'JALNA	431203
49	'K04256	KAMAL KUMAR BAID	'VARDHMAN BEARING & MILL STORE	'STATION ROAD	'INFRONT OF DESHBANDHU SCHOOL	'RAIPUR	492009
50	'L02361	LATHA NARAYANAN	'METHIL HOUSE, AYNAMPADAM	'NEMMARA P.O		'PALGHAT	678508
51	'M02199	MADHUR RAINA	'E-23, DEFENCE COLONY	'SECTOR - 4, P.O DEFENCE COLONY		'DEHRADUN	248005
52	'M02550	MANIK CHAND PUGLIA	'NEAR AGRASEN MAHAVIDYALAY	'ANANT KALA NIWAS	'PURANI BASTI	'RAIPUR C G	0
53	'M03180	MOTIBHAI GHERMARBHAI RABARI	'PAWANCHAKI ROAD	'BEHIND RAMNAGAR SOCIETY RABARIWAS	'NADIAD	'KHEDA	387001
54	'M03671	MUKESHKUMAR MOHANLAL SHAH	'6 2ND FLOOR SHROF CHAMBERS	'OPP NAVCHETAN SCHOOL PALDI		'AHMEDABAD	380007
55	'M04350	M U SURESH	'KIRANA MERCHANT	'KOTLA BAZAR		'CHIRALA	523155

56	'M04558	MAHAVEER KUMAR JAIN	'D-618, MALVIYA NAGAR			'JAIPUR	302017
57	'M04763	MARUTHIPAI	'ELECTREX (I) LTD	'21-D1, II PHASE	'PEENYA INDUSTRIAL AREA	'BANGALORE	560058
58	'M04963	MANAPPURAM GENERAL FINANCE & LEASIN	'BROTHERS COMPLEX	'NAIKANAL		'TRICHUR	680001
59	'N00029	NARESH CHANDRA AMBALAL PONDA	'8, DR.VELKAR ST., 3RD FL.	'KALBADEVI RD.		'BOMBAY	400002
60	'N02302	NARINDER PAL SINGH GUJRAL	'WZ 686 SHIV NAGAR	'JAIL ROAD NEW		'NEW DELHI	110058
61	'N02345	NATVARBHAI CHATURDAS PATEL	'F/10 SHAHIKUNG APPARTMENT	'CAMP ROAD SHAHIBAUG		'AHMEDABAD	380004
62	'N02847	NARUNBHAI KESHAVLAL PATEL	'36 TRIBHUVAN PARK SO	'JAWANAS CHOCK SABARMATI		'AHMEDABAD	380005
63	'N03947	NARAYAN VASANT POYEKAR	'AZAD NAGAR BUILDING NO 13	'J P ROAD, ANDHERI (W)		'MUMBAI	400053
64	'N04015	NAND KISHORE BHATTAD	'C/O BHATTAD STEEL TRADERS	'GANJ LINE	'RAJNANDGAON	'	0
65	'P02871	PREM CHAND BOHRA	'D-33 JYOTI MARG	'BAPU NAGAR		'JAIPUR	302015
66	'P03340	PRATAP KANJWANI	'PLOT NO 215	'GIRLS HIGH SCHOOL ROAD	'JARIPATKA	'NAGPUR	440014
67	'P03376	PREETIKA	'TRILOK CHAND & COMPANY	'GOTEWALE BAZAZA		'REWARI	123401
68	'P03419	PURNIMA DONTAM SETTY	'NO 1 1ST MAIN ROAD	'U I COLONY KODAMBAKKAM		'MADRAS	600024
69	'P03428	PUSHP LATA SINHA	'448 RAJENDRA NAGAR			'LUCKNOW	226004
70	'P04364	PANKAJ	'C-121, MAHARANA PRATAP ENCLAVE	'PITAMPURA		'NEW DELHI	110034
71	'P04600	PAWAN KUMAR AGARWAL	'497 SHANTINATH CHS	'SAHAKAR NAGAR RD NO 1	'SHELL COLONY CHEMBUR	'MUMBAI	400719
72	'P04704	PADAM SINGH	'C/O NAYAN U TIRUWA	'2/17 SHIV SHAKTI SOC.,HAJI COMPOUND	'FARID NAGAR, P N RD, BHANDUP (W)	'MUMBAI	400078
73	'R02264	RAJENDRA KUMAR ANAND	'C/O SRI C.L SURI	'B-1004, BLOCK -B	'INDIRA NAGAR	'LUCKNOW	226016
74	'R02447	RAJIV GULATI	'A 3/12 D GREAN APARTMENTS	'PASCHIM VIHAR	'NEW DELHI	'	110063
75	'R02496	RAJNI KAPOOR	'H.NO.200, PHASE I	'URBAN ESTATE,	'FOCAL POINT	'LUDHIANA	0
76	'R02781	RAMESH CHANDRA GOYAL	'OPP GEETANJAI HOTEL,	'NEW ROAD LASHKAR,		'GWALIOR	474001
77	'R02807	RAMESH KUMAR ARORA	'KUKREJA SHOE CO.,	'JIWAJI CHOWK,		'GWALIOR	474001
78	'R03798	REVATHI LAKSHMANAN	'68 O V M STREET TRIPALI LANE			'MADRAS	600005
79	'R04969	RAJESH R CHITLANGE	'RAJPUTPURA	'NEAR CHITRA TALKIES		'AKOLA	444001
80	'S00027	SATYAWAN CHUGH	'C/O M/S.MUKESH TEXTILES,	'OPP. KQUALITY STORE, NAYA BAZAR,		'GWALIOR	474009
81	'S00121	SHARAD CHANDRA SINHA	'SAIGHAL BUILDINGS	'OPP. COMPANY GARDEN	'SADAR BAZAR	'BILASPUR	0
82	'S00217	SHYAM SUNDAR MANIHAR	'A/2,KIRAN BLDG, T.P.S.III 3RD ROAD	'GOLIBAR,SANTACRUZ(E)		'BOMBAY	0
83	'S02027	S JAYASHREE	'C 350 SRINIVAS KRUPA PADMANABHA NAGAR	'BANASHANKARI SECOND STAGE		'BANGALORE	560070
84	'S02462	SANTRAM	'DOOR NO 20 20TH CROSS	'HUDI HANUMANTHAPPA LANE	'KILARI ROAD BANGALORE	'BANGALORE	560053
85	'S02472	SAPNA	'MUTHIYANA CLOTH CENTRE	'M P LANE CHICKPET CROSS		'BANGALORE	560053
86	'S02520	SARITA JAIN	'C/O SOHAN LAL SUMERMAL	'M.S ROAD, FANCY BAZAR		'GUWAHATI	781001
87	'S02657	SATISH KUMAR BANSAL	'HOUSE NO W-4/155	'SHIVPURI MOHALLA DHURI	'DISTT SANGRUR PB	'SANGRUR	148024
88	'S03426	SHRIPAD VYANKATESH KHADILKAR	'"SAI-PRASAD" APARTMENTS D	'FLAT NO. 103, 1ST FLOOR, 2017, A/2 AD	'E' WARD, 5TH LANE, RAJARAMPURI	'KOLHAPUR	416008
89	'S03475	SHYAMA SUNDER M A	'SUGGICAL ROAD,	'FORT,	'CHIKMAGALUR	'CHICKMAGALUR	577101
90	'S04056	SUNIL KUMAR MEHTA	'BA 255/2 TAGORE GARDEN			'NEW DELHI	110027
91	'S04218	SURESH JAIKISAN DAMMANI	'S J DAMMANJ	'MOR BAG		'AMRAVATI	444601
92	'S04936	SRIMAN NARAYANA SEGU	'41-4-6 METLA BAZAR	'KRISHNA LANKA		'VIJAYAWADA	520001
93	'S04999	SUKOMAL KUMAR	'C/O KUMAR TRADERS	'13 BONFIELD LANE		'CALCUTTA	700001
94	'S05115	SURJIT SINGH CHUGH	'UNIQUE TRAVELS MOHAN INTERNATINAL HOTEL			'AMRITSAR	143001
95	'S05260	SATI DEVI INGOLE	'SAILAB DR BHATS HOSPITAL	'G DS MARG DANDELI N K		'DANDELI	0
96	'S05434	SATI DEVI INGOLE	'SAILAB DR BHATS HOSPITAL	'G DS MARG DANDELI N K		'DANDELI	0
97	'S05524	SUREKHA P JAIN	'UO2 SHIVNERI APT SHEVNI WADI	'MUGHBAI LANE GIRGAUM		'BOMBAY	400004
98	'S06020	S WILTON ROLLANCE	'S WILTON ROLLANCE,	'10/1, SAMI REDDY STREET,	'EGMORE,	'MADRAS	600008
99	'S06669	SHEORANI SINGH	'H NO 816 SAINIK SOCIETY	'SHARDA COMPLEX PO GURTESHWAR	'JABALPUR	'JABALPUR	482001
100	'S06842	SANDHIYA JAIN	'26, SUBHASH MARG	'JHABUA DIST		'JHABUA	457661
101	'T02207	TULSI RAINA	'E 23 SECTOR 4	'DEFENCE COLONY	'DEHRADUN	'UTTARAKHAND	0
102	'T02262	THAKUR ADWANI	'DUSHYANT VILLA CHANDRABALA ESTATE	'30TH ROAD BANDRA		'BOMBAY	400050
103	'U02147	USHA BANG	'26 RABINDRA SARANI	'LILUAH HOWRAH		'HOWRAH	711204
104	'V02530	VIMAL KUMAR GUPTA	'STATE BANK OF PATIALA	'21 VIDHAN SABHA MARG		'LUCKNOW	226001
105	'IN30036020484884	HASMUKHLAL RANKA	'12, RANGA SWAMY TEMPLE STREET	'CHICKPET	'BANGALORE	'	560053
106	'IN30039414835108	SUMAN SETHI	'G-66 1ST FLOOR	'NIZAMUDDIN WEST	'	'NEW DELHI	110013
107	'IN30051311987065	MURTHUJA SHAIK	'D NO 5 17 SAKHINETI PALLI MANDAL	'EAST GODAVARI DISTRICT	'MORI	'ANDHRA PRADESH	533250
108	'IN3011431084409	KALPANA GUPTA	'1099	'SHIVAPURI	'HAPUR	'UTTAR PRADESH	245101
109	'IN30167010189372	MAHESH CHAND	'JAYPEE HOTELS TRAINING CTB JAPEE PALA	'HOTEL AND CONVENTION CENTRE	'AGRA	'U.P.	282003
110	'IN30184610266852	GIRISH GUPTA	'TAJ HOTEL	'	'G T ROAD	'BATALA	143505

Note: For preventing fraud and for preventing incorrect person claiming the shares, the KYC details (as recored with the Company) and quantity is not being given. The qty. will be informed once a shareholder connects to the Company / RTA with proper documents.