



Biocon Limited

20th KM, Hosur Road
Electronic City
Bangalore 560 100, India
T 91 80 2808 2808
F 91 80 2852 3423

CIN : L24234KA1978PLC003417

www.biocon.com

BIO/SECL/SP/2024-25/58

July 19, 2024

To The Manager BSE Limited Department of Corporate Services Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai – 400 001 Scrip Code - 532523	To The Manager, National Stock Exchange of India Limited Corporate Communication Department Exchange Plaza, Bandra Kurla Complex Mumbai – 400 050 Scrip Symbol – Biocon
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Subject: - Reminder Letter to holders of physical securities for furnishing of PAN, KYC details and Nomination details

Dear Sir / Madam,

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and in compliance with the SEBI Master Circular dated May 17, 2023, please find enclosed herewith a copy of the letter sent to the holders of physical securities, for furnishing of PAN, KYC and Nomination details. Copy of the reminder letter is enclosed herewith.

The above information will also be available on the website of the Company at www.biocon.com.

Kindly take the same on record and acknowledge.

Thanking You,

Yours faithfully,

For **Biocon Limited**

Mayank Verma
Company Secretary and Compliance Officer
Membership No.: ACS 18776

Encl: As above



Biocon Limited

CIN: L24234KA1978PLC003417

Regd. Office: 20th KM, Hosur Road, Electronic City, Bengaluru – 560 100, Karnataka, India

Tel: 080-2808 2808, Fax: 080-2852 3423

Website: www.biocon.com; E-mail: co.secretary@biocon.com

Date:

Name of the shareholder
Address of the shareholder

Dear Shareholder,

Folio No.:

Sub: Reminder to update KYC details against your physical holdings

Ref: SEBI Circular dated March 16, 2023 (Master circular dated May 17, 2023).

We draw your kind attention to SEBI circular dated November 03, 2021 (subsequently amended by circulars dated December 14, 2021, March 16, 2023 and November 17, 2023) which mandates that the security holders (holding securities in physical form), whose folio(s) are not updated with respect to any of the KYC details (viz., PAN; Choice of Nomination; Contact Details; Mobile Number, Bank Account Details and signature, if any) shall be eligible for any payment including dividend, interest or redemption in respect of such folios, only through electronic mode with effect from **April 01, 2024**. You may also refer SEBI FAQs clarifying this by accessing the link : https://www.sebi.gov.in/sebi_data/faqfiles/jan-2024/1704433843359.pdf (FAQ No 38 & 39)

Accordingly, as mandated vide captioned circulars, the dividend payable against your holdings shall be liable to be withheld if the KYC details are not updated against your holding.

For the purpose of updation of KYC details against your folio, you are requested to send the details as per the formats specified below along with the supporting documents:

- a. Form ISR-1 duly filled in along with self attested supporting documents for updation of KYC details.
- b. Form ISR-2 duly filled in with banker attestation of signature along with Original cancelled cheque with your name(s) printed thereon or self-attested copy of bank passbook/ statement.
- c. Form SH-13 for updation of Nomination for the aforesaid folio or ISR-3 for “Opt-out of the Nomination”.

Investors can download the above mentioned forms & SEBI Circulars, from the website of the company <https://www.biocon.com/investor-relations/shareholder-services/miscellaneous-communication/> and from the website of KFin Technologies Limited at <https://ris.kfintech.com/clientservices/isc/isrforms.aspx>.

Please submit the duly executed KYC documents to the Registrar and Share Transfer Agents (RTA) of the Company - M/s. KFin Technologies Limited (Unit: Biocon Limited), Selenium Tower-B, Plot No 31 & 32, Gachibowli, Financial District, Nanakramguda, Serilingampally, Hyderabad – 500 032, Telangana.

- a. Through courier of hard copies which should be dated and self -attested. **OR**
- b. Through electronic mode, provided that documents are sent through e-mail ID of the shareholder registered with the RTA and all documents should be electronically/digitally signed by the Shareholder and in case of joint holders, by first joint holder. **OR**
- c. Through web- portal of our RTA KFin Technologies Limited - <https://ris.kfintech.com>

We request you to update your KYC details at the earliest, to avoid any withholding of dividend payable to you on or after April 1, 2024, by the Company.

For Biocon Limited

Sd/-

Mayank Verma

Company Secretary & Compliance officer

Membership No. A18776