

Notice in pursuance to Section 124(6) of Companies Act, 2013 and Rule 6 of Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016

This notice is published in pursuance to the provisions of Section 124 of Companies Act, 2013 and Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, as amended (“the Rules”). The Rules, amongst other matters, contain provisions for transfer of all those shares in respect of which dividend has not been paid or claimed for seven consecutive years or more to the Investor Education and Protection Fund (IEPF) Authority. Adhering to the various requirements set out in the Rules, the Company has, already transferred to the IEPF Authority during the Financial Year 2017-18 i.e. on October 03, 2017 all those shares in respect of which dividend had been lying unpaid or unclaimed for seven consecutive years or more as on the due date of transfer. The Company has also individually communicated to the concerned shareholders whose shares are due to be transferred to IEPF Authority during the Financial Year 2018-19 for taking appropriate action. The complete details of such shareholders whose shares are due to be transferred to IEPF Authority in the Financial Year 2018-19 are available on the website.

The Shareholders may note that in case the Company does not receive any communication from the concerned shareholders by August 31, 2018, the Company shall, with a view to comply with the requirements set out in the Rules, dematerialise and transfer the shares to IEPF Authority. For the purpose of dematerialisation, the Company shall issue new share certificate(s) in lieu of the original share certificate(s) held by the concerned shareholders, holding shares in physical form and whose shares are due to be transferred to IEPF Authority and transfer the shares to IEPF Authority as per the Rules and upon such issue, the original certificate(s) which stands registered in the shareholders’ name shall automatically be cancelled and deemed to be non-negotiable.

The shareholders may further note that the details uploaded by the Company on its website should be regarded as and shall be deemed to be adequate notice pursuant to the Rules in respect of issue of new certificate(s) by the Company for the purpose of transfer of shares to IEPF Authority. In case the shareholders have any queries on the said matter and the Rules, they may contact:

Mr. Sharwan Mangla,
M/s Mas Services Limited,
Unit: Honda Siel Power Products Limited,
T-34, 2nd Floor, Okhla Industrial Area,
Phase-II, New Delhi-110 020,
Ph:- 011 26387281/82/83, Fax:- 011 26387384,
email:- info@masserv.com, Website: www.masserv.com

Refund of Dividend and Shares transferred to IEPF Authority : Procedure and Guidelines

Shareholders may kindly note that both the unclaimed dividend and the shares transferred to IEPF Authority including all benefits accruing on such shares, if any, can be claimed back by the shareholders from IEPF Authority after following the below mentioned procedure as prescribed under the Rules:

- The Shareholders whose shares and unpaid dividend have been transferred to IEPF Authority in pursuance to Section 124 of Companies Act, 2013 may claim the shares and unpaid dividend from the Authority by submitting an online application in Form IEPF-5 available on the website www.iepf.gov.in along with fee specified by the Authority.
- After making an application in Form IEPF-5, the Claimant/Shareholder shall send the same duly signed by him/her along with the requisite documents as mentioned in Form IEPF-5 alongwith the copy of challan to the Company at the registered office address: 409, Tower- B, DLF Commercial Complex, Jasola, New Delhi-110025 for verification of his/her claim.
- The company within fifteen days from the date of receipt of claim from the shareholder, shall, send a verification report to the IEPF Authority in the format specified by the Authority along with all the documents submitted by the Claimant/Shareholder.
- Shareholders may note that in case of non-receipt of documents by the IEPF Authority after the expiry of ninety days from the date of filing of Form IEPF-5 by the shareholder, the IEPF Authority may reject Form IEPF-5, after giving an opportunity to the shareholder to reply within a period of thirty days.
- After verification of the entitlement of the shareholder-
 - (a) to the amount claimed, the Authority shall present a bill to the Pay and Accounts Office for e- payment as per the guidelines;
 - (b) to the shares claimed, the Authority shall issue a refund sanction order shall credit the shares to the DEMAT account of the Shareholder
- An application, complete in all respects, received for refund of any claim duly verified by the Company shall be disposed off by the IEPF Authority within sixty days from the date of receipt of the verification report from the Company.
- In cases, where the application is incomplete or not approved, a communication shall be sent to the Shareholder(s) and the Company by the IEPF Authority detailing deficiencies of the application. In case of non receipt of rectified documents by the Authority after the expiry of ninety days from the date of such communication, the Authority may reject Form IEPF-5, after giving an opportunity to the Shareholder to furnish response within a period of thirty days.
- In case, claim is made by a legal heir or successor or administrator or nominee of the registered share holder, he/she has to ensure that the transmission process is completed by the Company before filing any claim with the Authority.
- The Shareholder/ Claimant can file only one consolidated claim in a Financial Year with the IEPF Authority.