

13<sup>th</sup> May, 2025

The Secretary  
BSE Ltd.  
Corporate Relationship Department, 1<sup>st</sup> Floor  
New Trading Ring, Rotunda Building, P.J.Tower  
Dalal Street, Fort,  
Mumbai -400001  
**BSE Scrip Code: 502420**

The Manager  
Listing Department  
National Stock Exchange of India Ltd.  
Exchange Plaza, C-1, Block G,  
5<sup>th</sup> Floor, Bandra-Kurla Complex  
Bandra (E), Mumbai -400051  
**NSE Symbol: ORIENTPPR**

Dear Sir(s),

**Sub.: Disclosure under Regulation 30 - Communication sent to the shareholders w.r.t. furnishing of PAN, KYC details and Nomination by holders of physical securities.)**

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements), Regulations 2015, please find enclosed a copy of communication to be sent to the shareholders of the Company, holding shares in physical form, through dispatch of physical letters in pursuance of SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16<sup>th</sup> March, 2023, with regard to furnishing of PAN, KYC details and Nomination by holders of physical securities.

This is for your information and records.

Thanking you,

Yours faithfully  
For Orient Paper & Industries Limited

(R.P. Dutta)  
Company Secretary  
ACS 14337

Encl: as above

**ORIENT PAPER & INDUSTRIES LIMITED**

CIN: L21011OR1936PLC000117

Registered Office: Unit – VIII, Plot No. 7, Bhoinagar, Bhubaneswar – 751012 (Odisha)

Tel: (0674) 239 6930

Principal office: Birla Building, 9th floor, 9/1, R. N. Mukherjee Road, Kolkata – 700 001

Tel: (033) 4082 3700/ 2220 0600

E-mail: [cossec@opil.in](mailto:cossec@opil.in) | Website: [www.orientpaper.in](http://www.orientpaper.in)

Date:

Dear Shareholder,

**Subject: Reminder for furnishing PAN, KYC Details, and Nomination for Physical Securities.**

Pursuant to SEBI circular dated November 03, 2021, as amended by circulars dated December 14, 2021, March 16, 2023, and November 17, 2023, it is mandatory for all security holders holding securities in physical form to update their folio(s) with the following details: PAN, choice of nomination, contact information, mobile number, bank account details, and specimen signature.

Failure to furnish these details renders you ineligible to receive any payments including dividends, interest, or redemptions, through electronic mode, effective April 01, 2024. Accordingly, please note that dividend payments are no longer be made in physical mode after April 1, 2024.

Upon reviewing our records, we note that you have not yet furnished the mandatory documents/details against your holdings. To ensure compliance with SEBI regulations, we kindly request you to furnish the required details as listed below to our Registrars & Transfer Agents (RTA), M/s KFin Technologies Limited, immediately by sending the duly signed documents:

Sr no	Particulars	Status as per records
1	PAN	
2	Complete Address	
3	Email address	
4	Mobile Number	
5	Demat account details	
6	Bank account details	
7	Nomination details	
8	Declaration to opt out nomination	

Please forward the duly filled documents along with the related proofs, as mentioned in the respective forms, to the following address:

KFin Technologies Limited,

Unit: **ORIENT PAPER & INDUSTRIES LIMITED**

Selenium Tower B, Plot 31-32, Gachibowli, Financial District,

Nanakramguda, Hyderabad – 500 032

E-mail: [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com)

For details regarding the required forms and documents, please refer to the Frequently Asked Questions (FAQs) provided on the link: <https://ris.kfintech.com/faq.html>

Your prompt attention to this matter is greatly appreciated. Should you require any assistance or clarification, please do not hesitate to contact us.

Thank you for your cooperation.

Yours faithfully,

For **ORIENT PAPER & INDUSTRIES LIMITED**

Sd/-

**R. P. Dutta**

**Company Secretary**

**ACS 14337**

This communication is computer generated and hence does not require signature.