

April 5, 2024

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai - 400001.

National Stock Exchange of India Ltd.,
Exchange Plaza, C/1, G Block,
Bandra - Kurla Complex, Bandra (E),
Mumbai - 400051.

Scrip ID: BSOFT
Scrip Code: 532400

Symbol: BSOFT
Series: EQ

Kind Attn: The Manager,
Department of Corporate Services

Kind Attn: The Manager,
Listing Department

Subject: - Disclosure under Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 [“the SEBI (LODR) Regulations, 2015”] - Letter to the Security holders holding shares in physical form to update KYC details.

Dear Sir/Madam,

Pursuant to Regulation 30 of the SEBI (LODR) Regulations, 2015, this is to inform that the Company, through its Registrar & Transfer Agent - Link Intime India Private limited (“RTA”), has sent communication to security holders holding shares in physical form with respect to mandatory furnishing of KYC details, on Friday, April 5, 2024. This letter is sent as per the SEBI Circular SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated November 17, 2023 & SEBI/HO/MIRSD/MIRSD-PoD- 1 / P/ CIR/ 2023 / 37 dated March 16, 2023 (now rescinded due to issuance of Master Circular dated May 17, 2023) and SEBI directive vide e-mail to RTA on 23.01.2024.

A sample letter of the said communication sent to these security holders is enclosed herewith.

Kindly take the same on your record.

Thanking you.

Yours faithfully,

For Birlasoft Limited



Sneha Padve
Company Secretary & Compliance Officer
Membership No.: ACS 9678

Birlasoft Limited

Registered Office: 35 & 36, Rajiv Gandhi Infotech Park, Phase - I, MIDC, Hinjawadi, Pune (MH) 411057, India

Tel: +91 20 6652 5000 | Fax +91 20 6652 5001 | contactus@birlasoft.com | www.birlasoft.com

CIN: L72200PN1990PLC059594

Link Intime India Pvt. Ltd.
CIN: U67190MH1999PTC118368
C-101, 247 Park, L.B.S.Marg, Vikhroli(West), Mumbai – 400083
Tel: (0) 810 811 6767 Email: kyc@linkintime.co.in
Website: <https://www.linkintime.co.in>

Date :

Serial No:

Unit Name: Birlasoft Limited

Dear Sir/Madam,

Subject: Reminder to update KYC details pursuant to SEBI Circular bearing reference nos. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated November 17, 2023 & SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 (now rescinded due to issuance of Master Circular dated May 17, 2023) and SEBI directive vide e-mail to RTA on 23.01.2024

We refer to the above circulars issued by SEBI that mandate all the listed companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and Nomination of holders of physical securities. Email ID is optional; however, the security holders are requested to register email id also to avail online services. This is applicable for all security holders holding shares in physical mode.

The salient features and requirements of the circular are as follows:

- A) In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode with effect from April 01, 2024 upon furnishing all the aforesaid details in entirety.
- B) If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends/interest etc. declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

In this connection, the current status of the below mentioned folio is provided for your ready reference & we request you to comply with required mandatory fields on top priority to enable us to credit the dividend, if any, which may be declared by the issuer Company

Folio No:

Name of the Security holder(s)	PAN (Mandatory) (A)	Specimen Signature (Mandatory) (B)	Mobile No. (Mandatory) (C)	Nominee Details (Mandatory) (D)	Email ID (Optional) (E)

Bank Details :

Name of the Bank			
Bank Account Number			
IFSC		MICR No	

The formats for Nomination and Updation of KYC details viz; Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and SEBI circulars are available on our website as mentioned below:

<https://www.linkintime.co.in> → Resources→ Downloads→KYC →Formats for KYC.

We would request you to comply with the above requirements at the earliest which would ensure credit of dividend amount to your bank account on time by the issuer company.

Note: Shareholders holding shares in physical form are requested to kindly convert shares from physical form to demat form at the earliest possible as it will be beneficial for market liquidity

**Yours faithfully,
For Link Intime India Pvt. Ltd
Investor Relation Cell (IRC)**

This is a computer generated letter and hence no signature is required. If you have already submitted the documents for updating KYC or have dematerialised your physical securities, please do not submit the documents again.