

To  
The Nodal Officer  
[Company's Name]

**Subject: Request to Initiate Second 100-Day Campaign – “Saksham Niveshak” – for KYC and Related Updatons and Shareholder Engagement to Prevent Transfer of Unpaid/Unclaimed Dividends to IEPF – regarding**

Dear Sir/Madam,

In continuation of the earlier campaign, the Authority proposes to relaunch the initiative with an expanded scope to further facilitate the direct payment of unclaimed/unpaid dividends to the rightful shareholders by the companies.

Aligned with the objectives of the Niveshak Shivir and IEPFA's broader mandate of investor education, awareness, and facilitation, it is proposed to launch the **Second 100-Day Campaign – “Saksham Niveshak”** – focusing on shareholders whose dividends remain unclaimed, with an emphasis on KYC updation and related compliance measures.

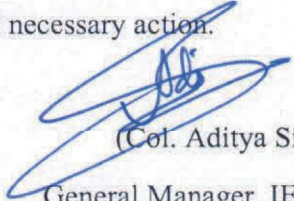
This campaign should focus on the following key actions:

1. **Proactive Engagement:** Reach out to shareholders to update their KYC, bank mandates, and contact information.
2. **Timely Dividend Processing:** Ensure swift processing of dividend claims and related requests.
3. **Prevent Unnecessary Transfers:** Avoid the transfer of shares to IEPFA by ensuring all eligible shareholders make necessary claims.
4. **Direct Claim Settlement:** Enable shareholders to receive their rightful claims directly from the Company.

In view of the above, you are requested to initiate the Second 100-Day Campaign during the period from **1st April, 2026 to 9th July, 2026**. You are also requested to submit **three periodic Progress Reports** and one final consolidated **Action Taken Report**, detailing the steps undertaken during the campaign period, as per the schedule below:

- **1st Progress-Report:** 30th April, 2026
- **2nd Progress Report:** 25th May, 2026
- **3rd Progress Report:** 20th June, 2026
- **Final Report (Campaign Summary & Outcomes):** 15th July, 2026

The reporting format is enclosed herewith for your reference and necessary action.

  
(Col. Aditya Sinha)

General Manager, IEPFA