



**एन एच पी सी लिमिटेड**  
(भारत सरकार का उद्यम)  
**NHPC Limited**  
(A Govt. of India Enterprise)

Regd. Office: NHPC OFFICE COMPLEX, SECTOR-33, FARIDABAD-121003(HARYANA)  
Website: www.nhpcindia.com; E-mail: webmaster@nhpc.nic.in; Fax: 0129-2277941; EPABX No. : 0129-2278421  
CIN No.: L40101HR1975GOI032564

GREEN INITIATIVE IN CORPORATE GOVERNANCE:GO PAPERLESS

Dated 20<sup>th</sup> May, 2014

Dear Shareholders,

**Subject: Service of documents via electronic mode under relevant provisions of the Companies Act, 2013**

Section 20 of the Companies Act, 2013 read with Rule 35 of the Companies (Incorporation) Rules, 2014 provides that a Company may serve a document to any member through electronic transmission. Accordingly, Companies can now send various notices and/or documents, including annual report, electronically to its shareholders who have registered their e-mail addresses.

This is a welcome move for the society at large, as this will reduce paper consumption to a great extent and allow public at large to contribute towards a greener environment. It will also ensure prompt receipt of communication and avoid loss in postal transit.

It is pertinent to mention that your Company has actively supported the implementation of green initiative circulars issued by the Ministry of Corporate Affairs (MCA) from time to time under the previous Companies Act, 1956 and effected electronic delivery of notice of Annual General Meeting (AGM) and annual report for the year ended March 31, 2013 to those shareholders whose email ids were registered.

In view of the above provision of the Companies Act, 2013, we request you to register your e-mail address with M/s Karvy Computershare Private Limited our Registrar & Share Transfer Agent to enable the servicing of various notices/documents (including notice calling General Meetings, audited financial statements, directors' report, auditors' report etc.) under the relevant provisions of the Companies Act, 2013 through electronic mode.

You are requested to kindly fill the enclosed e-communication registration form and send to our Registrar & Share Transfer Agent at the following address with the captioned subject "**E-Communication registration form for NHPC Limited**" :

**Shri S Balaji Reddy,**  
**Manager, Corporate Registry,**  
**M/s Karvy Computershare Private Limited**  
**Plot No. 17-24, Vittal Rao Nagar,**  
**Madhapur, Hyderabad - 500 081 India**

Best Regards,

  
**Vijay Gupta**  
**Company Secretary**

## GREEN INITIATIVE IN CORPORATE GOVERNANCE

### E-COMMUNICATION REGISTRATION FORM

(In terms of Section 20 of the Companies Act, 2013)

Folio No. / DP ID & Client ID : \_\_\_\_\_

Name of 1<sup>st</sup> Registered Holder : \_\_\_\_\_

Name of Joint Holder(s) : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Registered Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

E-mail ID (to be registered) : \_\_\_\_\_

I/we shareholder(s) of NHPC Limited agree to receive communication from the Company in electronic mode under relevant provisions of the Companies Act, 2013. Please register my above e-mail in your records for sending communication through email.

Signature: \_\_\_\_\_

(First Holder)

Date: \_\_\_\_\_

**Note:** Shareholder(s) are requested to keep the Company informed as and when there is any change in the e-mail address.