



**Dear Shareholder**

**RE: Green Initiative in Corporate Governance: Go Paperless**

Government of India, Ministry of Corporate Affairs (“**Ministry**”) has initiated a “Green Initiative in Corporate Governance” by allowing paperless compliances by Companies through electronic mode. In terms of the recent Circular No. 17/2011 dated 21<sup>st</sup> April, 2011 and Circular No. 18/2011 dated 29<sup>th</sup> April, 2011 issued by the Ministry, Companies can now send notices / documents (including but not limited to notice calling Annual General Meeting, Audited Financial Statements, Directors' Report, Auditors' Report, etc.) through electronic mode to its Members, whose e-mail addresses are registered with the Company or with the concerned Depository which shall be deemed to be in compliance of the provisions of the Section 53 of the Companies Act, 1956, read with applicable provisions of Information Technology Act, 2000.

You would agree, it 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. This step will also help in speedy communication of the documents and also evade loss in postal transit. We are sure that you would appreciate the “Green Initiative” taken by the Ministry and we hereby solicit your patronage and support in helping the Company to implement the e-governance initiatives of the Ministry.

Considering the below mentioned advantages of registration for e-communication, this is also a golden opportunity for every Member of **VASCON ENGINEERS LIMITED (the Company)** to contribute towards Corporate Social Responsibility initiative, provided you all register your e-mail id with the Company or the concerned Depository Participant to receive above-mentioned notices / documents through electronic mode and you are not required to re-register unless there is a change in your e-mail address.

**ADVANTAGES OF REGISTERING FOR E-COMMUNICATION:**

- Contribute towards Corporate Social Responsibility
- Save costs on paper and on postage
- Receive communication promptly
- Reduce paper consumption and save trees
- Eliminate wastage of paper
- Avoid loss of document in postal transit

We find that either your e-mail id is not registered with the Depository Participant or you are holding shares in Physical form. We intend to send through electronic mode notices / correspondences, etc. of the Company henceforth. All you have to do is to register your e-mail id with the concerned Depository Participant or send the attached form duly filled to the Company.

Please note that the documents sent by electronic means will also be available on the website of the Company at the below mentioned link in due course: [www.vascon.com](http://www.vascon.com) and the physical copies of these documents will be available at our Corporate Office in Pune for inspection during office hours.

We therefore request you to contribute to the cause by updating your e-mail id with the concerned Depository Participant or sending the attached form duly filled to the Company in the enclosed business reply envelope. You can also download the form from our website at the below mentioned link: [www.vascon.com](http://www.vascon.com)

Kindly note that if you still wish to get a physical copy of all the communications, the Company undertakes to provide the same without any cost to you upon receipt of a requisition from you, any time. If you wish to continue to receive the above-mentioned notices / documents in physical form, you are requested to confirm the same.

**Let's be part of this 'Green Initiative'.**

Best Regards,

**For Vascon Engineers Limited**

**M. Krishnamurthi**

*(Company Secretary & Compliance Officer)*



**E-COMMUNICATION REGISTRATION FORM**

(In terms of Circular No. 17/2011 dated 21<sup>st</sup> April 2011 issued by the Ministry of Corporate Affairs)

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

Name of First Registered Holder \_\_\_\_\_

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

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

E-mail Id (to be registered) \_\_\_\_\_

I/ We shareholder (s) of Vascon Engineers Limited agree to receive communication from the Company in electronic mode.  
Please register my above e-mail id in your records.

Or

(Tick the Box)

I/ We shareholder (s) of Vascon Engineers Limited agree to receive communication from the Company in physical mode only.

(Tick the Box)

Date: .....

Signature: .....  
(First Holder)

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