



Dear Member,

The Ministry of Corporate Affairs ("MCA") has taken a "Green Initiative in the Corporate Governance" by allowing paperless compliances by companies and has issued Circular Nos. 17/2011 dated April 21, 2011 and 18/2011 dated April 29, 2011. The Circulars provide that a company will be in compliance with the provisions of Sections 53 and 219 of the Companies Act, 1956, in case documents like notices, annual report and all other communications are sent in electronic mode to its members.

In view of the above, we request all the members to be part of this Green Initiative. Members who are holding shares in electronic form may update their e-mail Ids with their respective DPs. Members who are holding shares in physical form may fill up the attached "E-communication Registration Form" and send it back to the Company.

Please note that all the documents sent to the members in the electronic form will also be uploaded in the website of the Company [www.nalcoindia.com](http://www.nalcoindia.com). As a member of the company you are always entitled to receive all such communications, free of cost, on a request made to the Company in this behalf.

Yours faithfully  
For National Aluminium Company Limited

Sd/-  
(K. N. Ravindra)  
Company Secretary



National Aluminium Company Limited  
(A Government of India Enterprise)  
Regd. Office : NALCO Bhawan, P/1, Nayapalli, Bhubaneswar – 751 061 (Odisha)

#### E-COMMUNICATION REGISTRATION FORM

National Aluminium Company Limited  
NALCO Bhawan,  
P/1, Nayapalli,  
Bhubaneswar – 751 061

Dear Sirs,

#### RE: Green Initiative in Corporate Governance

I/We, agree to receive all communication from National Aluminium Company Limited in electronic mode. Please register my E-mail ID in your records for sending communication through e-mail.

Registered Folio No. \_\_\_\_\_

PAN \_\_\_\_\_

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

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

E-mail ID \_\_\_\_\_

Date :

\_\_\_\_\_  
Signature of the 1<sup>st</sup> Registered Holder

#### Important Note:

- (i) Investors can also forward the scanned copy of this Registration Form to [investorservice@nalcoindia.co.in](mailto:investorservice@nalcoindia.co.in)
- (ii) On registration, all the communication from the Company will be sent to the E-mail ID registered with the Company.
- (iii) The members are requested to keep the company informed as and when there is any change in the E-mail ID. Else, the communication will be sent only to the E-mail ID registered with the Company. The 'E-communication Registration Form' can also be downloaded from the Company's website [www.nalcoindia.com](http://www.nalcoindia.com)