



SCAN STEELS LTD.

CIN : L27209MH1994PLC076015 | GSTIN : 21AABCM6734H1ZQ

+91 80931 15221

+91 90781 85221

scansteels@scansteels.com

www.scansteels.com



Date: September 2, 2025

**To,
The General Manager-Listing
Department of Corporate Services
BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai- 400 001.**

BSE Code: 511672

Sub: Dispatch of letter to shareholders whose e-mail addresses are not registered with Company/Registrar & Transfer Agent/Depository Participants

Ref: Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015

Dear Sir/Madam,

This is to inform you that, in accordance with Regulation 36(1)(b) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company has dispatched a letter to those Members whose e-mail addresses are not registered with the Company, its Registrar & Transfer Agent, or the Depositories.

The letter provides a web-link to access the Annual Report for the Financial Year 2024-25 and the Notice convening the Thirty-Second (32nd) Annual General Meeting (AGM) of the Company. The above information is also available on the website of the Company at www.scansteels.com

Please acknowledge and take on record the same.

Thanking You,

Yours Faithfully,

For SCAN STEELS LIMITED

For SCAN STEELS LIMITED

Company Secretary



**Prabir Kumar Das
Company Secretary & Compliance Officer
(Membership No.: F6333)**

Encl.: a/a



**Corporate Office : Trishna Nirmalya
Plot No. 516/1723/3991, 3rd Floor
Patia, Bhubaneswar-751024**

**Registered Office : Office No. 104, 105, E-Square
Subhash Road, Vile Parle (East), Mumbai-400057
Phone : +91-02226185461, +91-02226185462**



SCAN STEELS LIMITED

CIN: L27209MH1994PLC076015

Reg. Off: Office No. 104, 105, E-Square, Subhash Road, Vile Parle (East), Mumbai-400057.

Corporate Office: Trishana Nirmalya, Plot No. 516/1723/3991, 2nd Floor, Magnetism Chowk, Patia, Bhubaneswar-751024.

Email: secretarial@scansteels.com; **Website:** www.scansteels.com; **Telephone:** +91-022-26185461;

Sub.: Notice of Thirty-Second (32nd) Annual General Meeting (AGM) of Scan Steels Limited and Annual Report for the Financial Year 2024-25.

We are pleased to inform you that the **Thirty-Second (32nd) Annual General Meeting ('AGM')** of the Members of Scan Steels Limited ('the Company') is scheduled to be held on **Friday, September 26, 2025 at 10:30 A.M. (IST)** through Video Conferencing ('VC') facility / Other Audio Visual Means ('OAVM').

As per Regulation 36(1)(b) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, ('SEBI Listing Regulations, 2015'), as amended, the web-link, including the exact path, where complete details of the Annual Report will be available is required to be sent to those members who have not registered their email address(es) either with the Company or with any Depository or Adroit Corporate Services Pvt. Limited, Registrar & Share Transfer Agent (RTA) of the Company.

Accordingly, the web-link, including the exact path where complete details of the Annual Report for the Financial Year 2024-25 are available at:

Website: www.scansteels.com

Exact path of Annual Report 2024-25: <https://scansteels.com/annual-report/>

This letter is being sent to those member(s) who have not registered their email address(es) either with the Company or with any Depository or RTA of the Company as on the cut-off date as on August 29, 2025.

This is also a reminder to update KYC details pursuant to SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, and to dematerialise physical securities. The circular issued by SEBI mandates all the listed companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and choice of Nomination of security holders holding securities in physical mode. While updating Email ID is optional, the security holders are requested to register email id also to avail online services. This is applicable for all security holders holding securities in physical mode.

The formats for choice of Nomination and updation of KYC details viz, Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14, and SEBI circulars are available on the RTA's website at <https://www.adroitcorporate.com/RandTServices.aspx>

The aforesaid SEBI Circular also mandates that security holders holding in physical mode whose folios do not have PAN, Choice of Nomination, Contact details, Bank Account details and Specimen Signature updated, shall be eligible for any payment including dividend, interest or redemption payment in respect of such folios, only through electronic mode with effect from April 01, 2024.

Should you have any queries, please contact the Company at secretarial@scansteels.com or the Company's RTA at info@adroitcorporate.com.

Further, you are also requested to **update your e-mail address** at the earliest either through your depository participants for electronic holding or send a communication to us / our RTA to facilitate the updation to continue receiving all important information & documents thereafter and encourage Green Initiative.

Thanking You,

Yours Faithfully,

For SCAN STEELS LIMITED

Sd/
Prabir Kumar Das
Company Secretary & Compliance Officer
(Membership No.: F6333)

Date: 02/09/2025