



KIRLOSKAR OIL ENGINES LIMITED

Enriching Lives

Dear Shareholder,

Subject: Green Initiative - Registration of E-mail address

The Ministry of Corporate Affairs, (MCA) had taken a "Green Initiative in the Corporate Governance" vide its Circular Nos. 17/2011 and 18/2011 dated 21.04.2011 and 29.04.2011, respectively has permitted the companies to serve the documents viz. annual reports, notices of general meetings / postal ballot, other documents etc. to the shareholders through electronic mode.

SEBI, vide its circular ref. No. CIF/CFD/DIL/2011 dated 5 October 2011, has directed listed companies to supply soft copies of full annual reports to all those shareholders who have registered their email addresses.

Your Company, being dedicated towards preserving and protecting environment, continuously seeks opportunities to reduce adverse impact on the planet. In order to continue our support for this year also towards "Green Initiative", your Company has decided to have paperless documentations to the maximum possible extent by forwarding the above referred documents to you through electronic mode. This will also ensure prompt receipt of communication and avoid loss in postal transit.

We therefore request you to register your E-mail address and / or changes therein from time to time with the Company's Registrar & Share Transfer Agent (R & T Agent) at kirloskaroilgogreen@linkintime.co.in, in case you are holding shares in physical mode by filling up the form appearing on reverse of this communication and with your Depository Participant (DP), in case you are holding shares in dematerialized mode.

In case you require physical copies of annual reports and other documents, you may send an email at kirloskaroilgogreen@linkintime.co.in or write to the Company's R & T Agent viz. Link Intime India Private Limited at 'Akshay' Complex, Block No. 202, 2nd Floor, Off Dhole Patil Road, Pune – 411 001, by quoting the name of first/sole shareholder, Folio no. / DP ID and Client ID. The above documents will be sent to you free of cost.

We request your whole-hearted support to this "Green Initiative" by opting electronic mode of communication.

Thanking you.

Yours faithfully,

For Kirloskar Oil Engines Limited

Smita Raichurkar
Asst. Company Secretary

Place: Pune

Date : 16 May 2013

REGISTRATION OF E-MAIL ADDRESS FORM

(In terms of circular Nos.17/2011 and 18/2011 dated 21.04.2011 and 29.04.2011, respectively issued by Ministry of Corporate Affairs)

(For shares in physical mode)

Link Intime India Private Limited

(Unit: Kirloskar Oil Engines Limited)
'Akshay' Complex, Block No.202,
Near Ganesh Temple,
Off Dhole Patil Road,
Pune - 411 001

I/we shareholder(s) of Kirloskar Oil Engines Limited hereby accord my/our approval to receive documents viz. annual reports, notices of general meetings / postal ballot, and such other documents that the Ministry of Company Affairs may allow to be sent in electronic mode.

I/we request you to note my/our latest email address, as mentioned below. If there is any change in the E-mail address, I/we will promptly communicate the same to you. I/we attach the self attested copy of PAN Card / Passport towards identification proof for the purpose of verification.

Folio No.	
Name of first/sole shareholder	
Name of joint shareholder(s) if any	
Registered Address	
E-mail address (to be registered)	

Place :

Date :

(Signature of shareholder)

Note: This form is available on Company's website www.koel.co.in

(For shares in dematerialized mode)

You are requested to register your E-mail address and / or changes therein from time to time with your Depository Participant.
