



NTPC Limited

(A Govt. of India Enterprises)
Corporate Centre

Ref. No.01:SEC:LA:4

Dated :29.1.2021

General Manager Department of Corporate Services BSE Limited Floor 25, Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai-400 001 Scrip Code: 532555	Manager Listing Department National Stock Exchange of India Limited "Exchange Plaza", Bandra-Kurla Complex, Bandra (E), Mumbai -400 051 Scrip Code: NTPC
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Sub.: Quarterly Reconciliation of Share Capital Audit Report – (Quarter from October-December 2020)

Dear Sir/Madam,

We enclose herewith the Reconciliation of Share Capital Audit Report for quarter ended December 31, 2020 pursuant to Regulation 76 of SEBI (Depositories and Participants) Regulations, 2018 and SEBI's circular No. D&CC/FITTC/CIR – 16/2002 dated December 31, 2002 for your information and record.

Thanking you,

Yours faithfully,

(Nandini Sarkar)
Company Secretary &
Compliance Officer

Encl: as above

RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

(Pursuant to Regulation 76 of the SEBI (Depositories and Participants) Regulations,
2018

r/w SEBI Circular dated 31.12.2002)

1.	Report for quarter ended	31 st December, 2020					
2.	ISIN	INE733E01010					
3.	Face Value	Rs. 10/- each					
4.	Name of the Company	NTPC LIMITED					
5.	Registered Office Address	NTPC Bhawan, Scope Complex, 7, Institutional Area, Lodhi Road, New Delhi - 110 003					
6.	Correspondence Address	Same as above					
7.	Telephone and Fax Nos.	Ph: 91- 11-2436 0100 Fax: 91- 11-2436 1018					
8.	Email Address	info@ntpc.co.in, isd@ntpc.co.in, csntpc@ntpc.co.in					
9.	Name of the Stock Exchange where the company's Securities are listed:	BSE Limited; and National Stock Exchange of India Limited					
		Number of Shares				% of Total Issued Capital	
10.	Issued Capital	9,89,45,57,280				100.00	
11.	Listed Capital (Exchange Wise) All (as per company records)	9,89,45,57,280				100.00	
12.	Held in dematerialized form in CDSL	34,38,78,872				3.48	
13.	Held in dematerialized form in NSDL	9,55,05,96,152				96.52	
14.	Physical	82,256				0.00	
15.	Total No. of Shares (12+13+14)	9,89,45,57,280				100.00	
16.	Reasons for differences if any, between (10&11), (10&15) & (11&15)	Nil					
17.	Certifying the details of changes in share capital during the quarter under consideration as per Table below:						
	Particulars	No. of shares	Applied/ Not Applied for listing	Listed on Stock exchanges (Specify names)	Whether intimated to CDSL	Whether intimated to NSDL	In principle approval pending for SE(specify names)
	Nil	Nil	Nil	Nil	Nil	Nil	Nil
18.	Register of Members is updated (Yes /No)	Yes					
	If not, updated up to which date	-					



19.	Reference of previous quarter with regard to excess dematerialized shares, if any	No such instance		
20.	Has the Company resolved the matter mentioned in Point No.19 above, in the current quarter? If not reason why?	N.A.		
21.	Mention the total no. of requests, if any, confirmed after 21 days and the total no. of requests pending beyond 21 days with the reasons for delay.			
	Total No. of demat requests	No. of requests	No. of shares	Reason for delay
	Confirmed after 21 days.	Nil	Nil	N.A.
	Pending for more than 21 days.	Nil	Nil	N.A.
22.	Name, Telephone & Fax No. of Compliance Officer of the company	Ms. Nandini Sarkar Company Secretary & Compliance Officer Tel Ph: (91 11) 2436 0959 Fax No.: (91 11) 2436 0241		
23.	Name, Address, Telephone & Fax No., Regn No. of the Auditor	CS Manish L Ghia Partner M. No. FCS: 6252, C P No. 3531 Manish Ghia & Associates Company Secretaries, 4, Chandan Niwas (Old), 1 st Floor, M. V. Road, Off. Andheri Kurla Road, Andheri (East), Mumbai – 400 069 Tel No. 022 2681 5400 Fax No. 022 2681 5455 Email: mg@mgconsulting.in		
24.	Appointment of common agency for share registry work (if yes, name and address)	M/s Alankit Assignments Limited Alankit Heights, 4E/2, Jhandewalan Extension, New Delhi -110055 Email: rta@alankit.com, alankit_ntpc@alankit.com Cont No: 011 - 42541234 / 42541956 / 23541234 Fax: 011-42541967		
25.	Any other detail that the auditor may like to provide, (e.g. BIFR Company, delisting from Stock Exchange, company changed its name etc.)	1. Pursuant to a Public Announcement made on November 4, 2020 the Company had initiated buyback of 19,78,91,146 shares through Tender offer by passing Board Resolution on November 2, 2020; the company issued the letter of offer on 26 th November, 2020 and the Buyback Offer opened on Monday, December 7, 2020 and closed		



	<p>on Friday, December 18, 2020. Pursuant to the above Offer, the company bought back 19,78,91,146 Equity Shares; however as informed to us by the company, the debit corporate action for extinguishment of the said bought back equity shares was executed only on January 1, 2021 even though the relative papers/documents were submitted to the Depository during the quarter under review; hence the effect of the buyback on the paid-up capital and the listed capital is not reflected in the quarter under reporting.</p> <p>2. During the quarter 70,094 shares of the Company were transferred to Investor Education Protection Fund (IEPF) pursuant to Section 124(6) of the Companies Act, 2013.</p>
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**For Manish Ghia & Associates
Company Secretaries**



Manish

**CS Manish L. Ghia
Partner**

M. No. FCS 6252, C.P. No. 3531

**Place: Mumbai
Date: January 29, 2021
UDIN: F006252B002313161**

Note: We have not been able to carry out physical visit to RTA office for verification of data on account of various travel and other restrictions by authorities due to Covid-19 situation. The Report is as such based on inputs received via email from RTA and oral confirmation with RTA.