



BCC:ISD:103/361

24th May 2011

Dear Shareholder,

Sub: Green Initiative in Corporate Governance

In order to promote the "Green Initiative in Corporate Governance", the Ministry of Corporate Affairs (MCA) vide its circular No.17/2011 dated 21 April 2011 has allowed paperless compliances by the Companies pursuant to the provisions of the Information Technology Act, 2000.

Advantages of Green Initiative

1. Reduction in paper consumption
2. Contribution towards a greener environment
3. Ensure prompt receipt of communication
4. Avoid loss in postal transit
5. Savings in paper and postage costs

In this connection, our Bank proposes to send Notices of the Meetings, Annual Reports and other communication to the shareholders under the provisions of the Bank of Baroda General (Shares & Meetings) Regulations - 1998, Listing Agreement and other applicable enactments, in electronic form. Please note that our Bank would be also uploading these documents in its website: www.bankofbaroda.com

Shareholders holding Shares in Demat form:

1. It is observed from the data of Beneficiary Owners (BO) with the Depositories that many of our shareholders are holding shares in demat form and have registered an Electronic Mail Identification Directory (email ID) with their Depository Participant.
2. Please **register your e-mail ID with your Depository Participant**, if not done so far to receive all the communication through e-mail.
3. Henceforth our Bank shall be using the e-mail ID registered with Depository Participants for service of documents from the financial year 2011-12.
4. However, in case you **do not wish** to receive the documents electronically and prefer to receive the same in physical mode, please email to us at investorservices@bankofbaroda.com. Kindly quote your Name and Demat account particulars (DP ID, DP Name and Client ID).

Shareholders holding Shares in Physical form:

Our shareholders holding physical shares and who intend to receive communication through e-mail are requested to send their consent by filling up and signing the perforated portion of this communication to:


- (a) Nearest Bank of Baroda branch
- (b) Investor Services Dept. at the address given in the footer of this Communication or
- (c) Our Registrars at their address given hereunder:

M/S Karvy Computershare Private Ltd., (Unit: Bank of Baroda), Plot No.17 to 24, Near Image Hospital, Vittalrao Nagar, Madhapur, Hyderabad - 500 081, Phone No. 040 – 2342 0815 to 820, Fax No. 040 – 2342 0814
e-mail : einward.ris@karvy.com

This is also the right opportunity for shareholders to contribute to the Green initiative of the Bank as part of Corporate Social Responsibility.

Looking forward to your active support.

Yours sincerely,


(R. K. Bakshi)
Executive Director

Baroda Corporate Centre, Investors' Services Department, 1st Floor, C-26, G-Block, Bandra-Kurla Complex, Bandra (E), Mumbai – 400 051
Tel.: 91 22 66985812 / 46, Fax : 91 22 26526660, E-mail : companysecretary.bcc@bankofbaroda.com

The Company Secretary
Bank of Baroda
Investors' Services Department, 1st floor,
Baroda Corporate Centre, C-26, G-Block, Bandra-Kurla Complex,
Bandra (E), Mumbai – 400 051

Date:

Dear Sir,

I/ We _____ holding _____ shares of Bank of Baroda in physical form, intend to receive all communication from Bank of Baroda through our email ID given hereunder, as a part of Green Initiative under Corporate Governance of Bank of Baroda.

Folio Number: _____ Email ID: _____

I/ We also undertake that the communication received through my/ our email ID will be treated as proper, legal and sufficient delivery of documents sent to us by Bank of Baroda. I/ We further undertake that we would not hold Bank of Baroda, any of its employees, Registrars or its employees, responsible in case the communication is not properly received at my/ our email ID due to any technical/ other failures.

Signature of First Holder



बैंक ऑफ़ बड़ौदा Bank of Baroda

Appeal to Shareholders for Efficient & Prompt Services

- 1. Please Demat your Physical Shares**
- 2. Please register your ECS Mandate for direct credit of Dividend amount in your A/c**
- 3. Please register your E-mail ID for receiving communications through E-mail**

Benefits of

Dematerialization

1. No threat of loss of share certificate
2. No share transfer fees or stamp duty
3. Easy / hassle free transfer / transmission
4. Nomination possible
5. Dividend directly credited to your Bank A/c
6. ASBA / IPO application possible

ECS Mandate

1. Direct credit of dividend on Dividend payment date itself
2. No problem of late / non-receipt / revalidation of Dividend Warrants

E-mail ID

1. Be a part of Green Initiative of Government of India (GOI)
2. Immediate receipt of Corporate communication including Notices of AGM & EGM / Annual Reports / Half Yearly communication, etc.