



### **Stakeholders Relationship Committee – Terms of Reference**

1. Oversee and review all matters connected with transfer of Company's securities.
2. Approve issue of duplicate share certificates.
3. Consider, resolve and monitor redressal of investors' / shareholders' / security holders' grievances related to transfer of securities, non-receipt of annual reports, non-receipt of declared dividend, issue/new duplicate certificates, general meetings and so on.
4. Oversee the performance of the Company's Registrars and Transfer Agents.
5. Reviewing measures taken for effective exercise of voting rights by shareholders.
6. Reviewing adherence to and recommending methods to upgrade the service standards adopted by the Company in respect of various services being rendered by the Registrar & Share Transfer Agent.
7. Reviewing various measures and initiatives taken by the Company for reducing the quantum of unclaimed dividends and ensuring timely receipt of dividend warrants/annual reports/statutory notices by the security shareholders of the company.
8. Review the engagement with security holders including institutional investors and identify the actionable points for implementation.
9. Review movement in shareholdings and ownership structure.
10. Evaluate its performance annually.
11. Review and reassess the adequacy of Charter on annual basis and recommend any proposed changes for approval of the Board.
12. Delegate any of the terms mentioned hereinabove to any officer / employee of the Company or to any other person.
13. Perform such other functions as may be required under the relevant provisions of the Companies Act, 2013, the Rules made there under, the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and various circulars issued by the regulatory authorities thereof, as amended from time to time and discharge such other functions as may be specifically delegated to the Committee by the Board from time to time.