



**STAKHOLDERS RELATIONSHIP COMMITTEE CHARTER
OF
ARSHIYA LIMITED**

CIN: L93000MH1981PLC024747

(As approved and adopted by the Board of Directors of
Arshiya Limited on June 30, 2021)

Board Meeting Date: June 30, 2021

INTRODUCTION:

The purpose of this Stakeholders Relationship Committee Charter shall be to assist the Board and the Company to oversee the existing redressal mechanisms in relation to Stakeholders of the Company.

This charter is in accordance with provisions of Section 178 of the Companies Act, 2013 and Regulation 20 read with Part D of the Schedule II of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and amendments thereof.

PURPOSE:

The Purpose of the Stakeholders relationship committee is to consider and resolve the grievances of security holders of the company.

COMPOSITION:

- At least three directors with at least one being an Independent director, shall be members of the committee.
- The chairperson of this committee shall be a non-executive director.
- The chairperson of the Stakeholders Relationship Committee shall be present at the annual general meeting to answer queries of the security holders.
- The company secretary shall act as the Secretary of the committee.

MEETING AND QUORUM:

- The Stakeholders relationship committee shall meet at least once in a year.
- The quorum necessary for transacting business at a meeting of the Committee shall be two members or one-third of the members of the Committee.

ROLES AND RESPONSIBILITIES:

- Resolving the grievances of the security holders of the listed entity including complaints related to transfer/ transmission of shares, non-receipt, non-receipt of declared dividends, issue of new/ duplicate certificates, general meetings etc.
- Review of measures taken for effective exercise of voting rights by shareholders.
- Review of adherence of the service standards adopted by the listed entity in respect of various services being rendered by the Registrar & share Transfer Agent.
- Review of quantum of unclaimed dividends and ensuring timely receipt of dividend warrants/ annual reports/ statutory notices by the shareholders of the company.
- Monitor and review any investor complaints received by the Company or through SEBI, SCORES and ensure its timely and speedy resolution, in consultation with the Company Secretary and Compliance officer and RTA of the Company.
- Formulation of policies and procedures in line with the statutory guidelines to ensure speedy disposal of various requests received from security holders from time to time.
- Monitor implementation and compliance with the Company's Code of Conduct for Prohibition of Insider Trading.

REPORT:

- The Committee shall report to the Board at its next Board meeting, which will be incorporated as a part of the minutes of the Board of Directors meeting.

MINUTES:

- The Company Secretary will maintain minutes of its meetings, which will be submitted to the Board for noting.