



ARC INSULATION & INSULATORS LIMITED
(Formerly- ARC Insulation & Insulators Private Limited)

Registered Office-Village-Ramdevpur, PO-Bawali Bishnupur2, Parganas South, Bishnupur-743384 West Bengal, India
Email- manish@arcinsulations.com CIN-U18109WB2008PLC129263 | Contact- 9748708809 | Website- www.arcinsulations.com

STAKEHOLDERS RELATIONSHIP AND INVESTOR GRIEVANCE COMMITTEE

The Committee shall as per the charter and as per the policy approved by the Board have primary objective of:

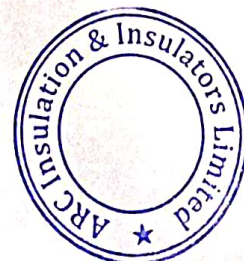
1. Resolving the grievances of the security holders of the listed entity including complaints related to transfer/transmission of shares, non-receipt of annual report, non-receipt of declared dividends, issue of new/duplicate certificates, general meetings etc.;
2. Reviewing the measures taken for effective exercise of voting rights by shareholders;
3. Reviewing the adherence to the service standards adopted by the listed entity in respect of various services being rendered by the Registrar & Share Transfer Agent.
4. Reviewing the various measures and initiatives taken by the listed entity for reducing the quantum of unclaimed dividends and ensuring timely receipt of dividend warrants/annual reports/statutory notices by the shareholders of the company.

TIME AND FREQUENCY OF MEETINGS:

- The Committee shall meet from time to time, or at least once a year.
- Two members or one third of the total number of members, whichever is higher, shall be present including those who attend via video conference/ audio visual means shall form the quorum for a meeting.

ROLE OF STAKEHOLDER'S RELATIONSHIP COMMITTEE

- Allotment, transfer of shares including transmission, splitting of shares, changing joint holding into single holding and vice versa, issue of duplicate shares in lieu of those torn, destroyed, lost or defaced or where the cages in the reverse for recording transfers have been fully utilized
- Issue of duplicate certificates and new certificates on split/consolidation/renewal, etc.; and
- Review the process and mechanism of redressal of Shareholders /Investors grievance and suggest measures of improving the system of redressal of Shareholders /Investors grievances.
- Non-receipt of share certificate(s), non-receipt of declared dividends, non-receipt of interest/dividend warrants, non-receipt of annual report and any other grievance/complaints with Company or any officer of the Company arising out in discharge of his duties.





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- Oversee the performance of the Registrar & Share Transfer Agent and also review and take note of complaints directly received and resolved them.
- Oversee the implementation and compliance of the Code of Conduct adopted by the Company for prevention of Insider Trading for Listed Companies as specified in the Securities & Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time.
- Any other power specifically assigned by the Board of Directors of the Company from time to time by way of resolution passed by it in a duly conducted Meeting.
- Carrying out any other function contained in the equity listing agreements as and when amended from time to time.

STAKEHOLDER'S RELATIONSHIP COMMITTEE MEMBERS

Mr. Ashish Bajoria	Chairperson
Mr. Manish Bajoria	Member
Mr. Suruchi Jain Virendra Kumar Jain	Member

ARC INSULATION & INSULATORS LIMITED
ARC Insulation & Insulators Limited

Manish Bajoria
Managing Director
DIN-02203237

Managing Director



Date: September 03, 2024