

STAKEHOLDER RELATIONSHIP COMMITTEE CHARTER**OF****R K SWAMY LIMITED**

- a) Considering and looking into various aspects of interest of shareholders, debenture holders and other security holders as applicable.
- b) resolving the grievances of the shareholders, Debenture holders and security holders of the Company (as applicable) including complaints relating to the transfer/transmission of shares, non-receipt of annual report, non-receipt of declared dividends, non-issue of new/duplicate certificates etc;
- c) formulation of procedures in line with the statutory guidelines to ensure speedy disposal of various requests received from shareholders, Debenture holders and security holders of the Company (as applicable) from time to time;
- d) giving effect to allotment of Equity Shares, approval of transfer or transmission of Equity Shares, debentures or any other securities as applicable;
- e) to approve, register, refuse to register transfer or transmission of shares and other securities;
- f) issue of duplicate certificates and new certificates on split/consolidation/renewal, etc.;
- g) to sub-divide, consolidate and or replace any share or other securities certificate(s) of the Company;
- h) allotment and listing of shares;
- i) to authorize affixation of common seal of the Company;
- j) To approve the transmission of shares or other securities arising as a result of death of the sole/any joint shareholder;
- k) Ensure proper and timely attendance and redressal of investor queries and grievances;
- l) review of measures taken for effective exercise of voting rights by shareholders;
- m) review of adherence to the service standards adopted by the listed entity in respect of various services being rendered by the Registrar & Share Transfer Agent;
- n) to dematerialize or rematerialize the issued shares;
- o) review of 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; and
- p) carrying out any other functions required to be carried out by the Stakeholders' Relationship Committee as contained in the SEBI Listing Regulations, Companies Act or any other applicable law, as and when amended from time to time.