

## **P. N. GADGIL & SONS LTD.**

### **STAKEHOLDERS RELATIONSHIP POLICY**

The “Stakeholders Relationship Committee” is constituted in accordance with Section 178 of the Companies Act, 2013 and applicable rules thereto and as per Regulation 20 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

#### **(A)PURPOSE**

The primary function of the Stakeholders Relationship Committee (“the Committee”) is to consider and resolve the grievances of security holders of the Company.

#### **(B)COMMITTEE MEMBERSHIP AND ORGANISATION**

a) Constitution of the Committee: The Board of Directors shall constitute the Stakeholders Relationship Committee as follows:

- i) the committee shall comprise of at least three directors;
- ii) the Chairperson of the committee shall be non-executive director;
- iii) the Board of directors shall decide other members of this committee;
- iv) the Chairperson of the Committee, or in his absence any other member of the Committee authorized by the chairperson of the committee, shall attend the general meetings of the Company.

#### **(C)MEETINGS AND QUORUM:**

The Committee shall meet at least four times a year. Either two members or one third of the members of the committee, whichever is higher shall form the quorum of the meeting of the Committee.

#### **(D) COMMITTEE RESPONSIBILITY AND AUTHORITY**

- (i) Consider and resolve the grievances of security holders of the Company including Investors’ complaints;
- (ii) Resolve complaints related to transfer / transmission / transposition of shares, non-receipt of declared dividends, non-receipt of annual report of the Company, issue of duplicate share certificates and new share certificates on split / consolidation / renewal etc, dematerialization and rematerialization of shares in a timely manner and oversee the performance of the Registrar and Transfer Agents and recommend majors for overall improvement in the quality of investor services;
- (iii) Monitor and review on an annual basis the Company’s performance in dealing with Stakeholder grievances

- (iv) Review the company's obligations towards meeting environment, health and safety requisites for the benefit of stakeholders.
- (v) The Committee shall periodically provide updates to the Board.
- (vi) The Committee shall have the authority to obtain advice and assistance from internal or external legal, accounting or other advisors.
- (vii) Carrying out any other function contained in the SEBI (LODR) Regulations, 2015 as and when amended from time to time.

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