

TORRENT POWER LIMITED

NOTE TO THE SHAREHOLDERS FOR SHARE TRANSFERS / TRANSMISSION / NON – RECEIPT OF DIVIDEND / NON – RECEIPT OF ANNUAL REPORT / NON – RECEIPT OF SHARE CERTIFICATES OF THE COMPANY

The Stakeholders' Relationship Committee of the Company is regularly monitoring the grievances of various Stakeholders and below are the roles and responsibility of the Committee:

- 1) To approve request for transfer and transmission of shares.
- 2) To consider & issue certificates for shares, debentures and other securities issued by the Company.
- 3) To approve request for split, consolidation and issue of duplicate share certificates.
- 4) To approve request for dematerialisation and rematerialisation of shares.
- 5) To deal with matters relating to listing of Company's securities on a stock exchange including new listing, execution of listing agreements and amendments thereto and depository arrangements.
- 6) To delegate any of such powers to the Officer(s) of the Company or to any other person.
- 7) To redress the grievances of all types of security holders viz., equity shares, debentures, deposits, or any other securities issued or to be issued by the Company 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.
- 8) To review measures taken for effective exercise of voting rights by shareholders.
- 9) To oversee the performance of the Registrar & Share Transfer Agent in respect of adherence to the service standards adopted by the Company while rendering its services.
- 10) To review the 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 shareholders.

11) To review and take note of transfer of shares from “Unclaimed Suspense Account” as per Regulation 9 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 to individual account of eligible shareholders.

For any query or issues the Stakeholders can contact us at:

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